

# Trustees' Annual Report

For the period

From (start date)

0 1 0 1 2 2

to end date

3 1 1 2 2 2

## Section A

### Reference and administration details

Charity name

1ST HYTHE SCOUT GROUP

Other names the charity is known by

1ST HYTHE BP SCOUT GROUP

Registered charity number (if any)

2 8 0 7 7 9

HQ registration number

1 0 0 1 0 3 0 0

Charity's principal address

Burton Hall

Albert Lane

Hythe, Kent

Postcode

C T 2 1 6 B Y

Names of the charity trustees who manage the charity

(These will be published in the annual report of the charity and the Charity Register if reporting for a Registered Charity with a charity regulator)

	Trustee Name	Office (if any)	Dates acted if not for whole year
1	Laura Ames	Secretary	22/06/22 - 31/12/22
2	Mandy Burton		
3	John Chapman	Chair	01/01/22 - 22/06/22
4	Luke Chittock	Treasurer	
5	Lee Fawcett	Chair	22/06/22 - 31/12/22
6	Gavin Kennett		
7	Debby Pearce		
8	Tony Poole		
9	Rose Pullen		
10	John Schoner		
11	Naomi Slade		
12			
13			
14			
15			

Names and addresses of advisers (optional information but encouraged as best practice)

(These will be published in the annual report of the charity)

Type of advisor	Name	Address

Description of the charity's trusts

Type of governing document

The Group's governing documents are those of the The Scout Association. They consist of a Royal Charter, which in turn gives authority to the Bye Laws of the Association and The Policy, Organisation and Rules of The Scout Association.

(e.g. trust deed, constitution)

How the charity is constituted

The Group is a trust established under its rules which are common to all Scouts.

(e.g. trust, association, company)

Trustee selection methods

The Trustees are appointed in accordance with the Policy, Organisation and Rules of The Scout Association.

(e.g. appointed by, elected by)

Additional governance issues (optional information but encouraged as best practice)

You may choose to include additional information, where relevant, about:

The Group is managed by the Group Executive Committee, the members of which are the 'Charity Trustees' of the Scout Group which is an educational charity. As charity trustees they are responsible for complying with legislation applicable to charities. This includes the registration, keeping proper accounts and making returns to the Charity Commission as appropriate.

Policies and procedures adopted for:

- a) the induction and training of trustees;
- b) trustee consideration of major risks and the systems and procedures to manage them

The Committee consists of 3 independent representatives, Chair, Treasurer and Secretary together with the Group Scout Leaders, individual section leaders (if opted to take on the responsibility) and parent's representation and meets at least once every school term.

Members of the Executive Committee complete *Essential Information for Executive Committee, Safety, Safeguarding and GDPR* training within the first 5 months of joining the committee.

This Group Executive Committee exists to support the Group Scout Leader in meeting the responsibilities of the appointments and is responsible for:

- The maintenance of Group property;
- The raising of funds and the administration of Group finance;
- The insurance of persons, property and equipment;
- Group public occasions;
- Assisting in the recruitment of leaders and other adult support;
- Appointing any sub committees that may be required;
- Appointing Group Administrators and Advisors other than those who are elected.



**Risk and Internal Control**

The Group Executive Committee has identified the major risks to which they believe the Group is exposed, these have been reviewed and systems have been established to mitigate against them. The main areas of concern that have been identified are:

Damage to the building, property and equipment. The Group would request the use of buildings, property and equipment from neighbouring organisations such as the church, community centre and other Scout Groups. Similar reciprocal arrangements exist with these organisations. The Group has sufficient buildings and contents insurance in place to mitigate against permanent loss.

Injury to leaders, helpers, supporters and members. The Group through the capitation fees contributes to the Scout Associations national accident insurance policy. The Group maintains Personal Accident and Medical Expenses Cover for Non-Members. Risk Assessments are undertaken before all activities.

Reduced income from fund raising. The Group is primarily reliant upon income from subscriptions, hall hire and fundraising. The group does hold a reserve to ensure the continuity of activities should there be a major reduction in income. The Committee could raise the value of subscriptions to increase the income to the group on an ongoing basis, either temporarily or permanently.

Reduction or loss of leaders. The group is totally reliant upon volunteers to run and administer the activities of the group. If there was a reduction in the number of leaders to an unacceptable level in a particular section or the group as a whole then there would have to be a contraction, consolidation or closure of a section. In the worst case scenario the complete closure of the Group.

Reduction or loss of members. The Group provides activities for all young people aged 6 to 18. If there was a reduction in membership in a particular section or the group as whole then there would have to be a contraction, consolidation or closure of a section. In the worst case scenario the complete closure of the Group.

Section C	Objectives and activities
Summary of the objects of the charity set out in its governing document	<p><b>The Purpose of Scouting</b> Scouting exists to actively engage and support young people in their personal development, empowering them to make a positive contribution to society.</p> <p><b>The Values of Scouting</b> As Scouts we are guided by these values:  <b>Integrity</b> - We act with integrity; we are honest, trustworthy and loyal.  <b>Respect</b> - We have self-respect and respect for others.  <b>Care</b> - We support others and take care of the world in which we live.  <b>Belief</b> - We explore our own and others faiths, beliefs and attitudes.  <b>Co-operation</b> - We make a positive difference; we co-operate with others and make friends.</p> <p><b>The Scout Method</b> Scouting takes place when young people, in partnership with adults, work together based on the values of Scouting and:  - enjoy what they are doing and have fun  - take part in activities indoors and outdoors  - learn by doing  - share in spiritual reflection  - take responsibility and make choices  - undertake new and challenging activities  - make and live by their Promise.</p>
Summary of the main activities in relation to these objects	<p>The Group consists of the following sections:  Squirrels (4-6 years)  Beaver (6 - 8 years)  Cub Scouts (8 - 10.5 years) [Two Sections]  Scouts (10.5 -14 years)  Explorers (14 - 18 Years)  Scout Network (18 - 25 years)</p> <p>The Group provides a varied, active and exciting programme for our young members.</p> <p>The Group actively supports international scouting (e.g. Jamborees and Expeditions) and wider development (e.g. Duke of Edinburgh Award).</p> <p>The Group supports and engages in local community events throughout the year.</p>

Additional details of the objectives and activities (optional information but encouraged as best practice)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- contribution made by volunteers;
- policy on investments.

Public benefit statement

The Group meets the Charity Commission's public benefit criteria under both the advancement of education and the advancement of citizenship or community development headings.

## Section D

## Achievements and performance

Summary of the main achievements of the charity during the year

The group has maintained its membership of around 100 young people.

All sections have delivered an active and varied programme to our young people.

The group is supporting members financially during the wider cost-of-living crisis by not increasing membership fees, providing additional support to families where required, and look to continue this support in 2023.

The group is broadly operating within its funding model, drawing on funds from covid grant deposits to cover any deficit.

The group have improved our training compliance and look to build on this progress in 2023.

The group have developed plans to establish a Squirrel Drey in 2023, offering scouting to 4 and 5 year olds.

## Section E

## Financial Review

Brief statement of the charity's policy on reserves

### Reserves Policy

The Group's policy on reserves is to hold sufficient resources to continue the charitable activities of the group should income and fundraising activities fall short. The Group Executive Committee considers that the group should hold a sum equivalent to 12 months running costs. The Group Executive Committee reviewed the reserve and agreed to maintain the groups reserve at £24,000.

Quantify and explain any designations

Details of any funds materially in deficit (circumstances plus steps to eliminate)



Further financial review details (optional information)

You **may choose** to include additional information, where relevant, about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives;

**Investment Policy**

The Group does not have sufficient funds to invest in longer term investments. The Group has therefore adopted a risk averse strategy to the investment of its funds. All funds are held in cash using UK regulated banks or building societies.

**Section F**

**Other Optional Information**

Plans for future periods (details of any significant activities planned to achieve them)

**Section G**

**Declaration**

The trustees declare that they have approved the trustees' report above

Signed on behalf of the charity's trustees

Signature(s)

	
---	--

Full name(s)

Lee Fawcett	Laura Ames
-------------	------------

Position (eg Secretary, Chair)

Chair	Secretary
-------	-----------

Date

2	6	0	4	2	3
---	---	---	---	---	---

# 1st Hythe BP Scout Group (Charity no. 280779)

## Receipts and payments account

Year start date

Year end date

For the year from	01/01/2022	To	31/12/2022
-------------------	------------	----	------------

### Receipts and payments

	2022	2021
	Unrestricted funds	Unrestricted funds
	£	£
<b>Receipts</b>		
<b>Donations, legacies and similar income</b>		
Membership subscriptions	8,453	6,806
Donations	5,746	733
Legacies	-	-
Gift Aid	-	-
Other similar income	2,042	3,025
<b>Sub total</b>	<b>16,240</b>	<b>10,564</b>
<b>Grants</b>		
Maintenance grant	-	-
Other grants	-	16,859
<b>Sub total</b>	<b>-</b>	<b>16,859</b>
<b>Fundraising events (gross)</b>		
Boot Fair	815	1,421
	-	-
	-	-
Other fundraising activities	3,261	-
<b>Sub total</b>	<b>4,076</b>	<b>1,421</b>
<b>Scout hut income</b>		
Hire of building	6,009	2,124
Hire of equipment	-	-
Other Scout hut income	-	-
<b>Sub total</b>	<b>6,009</b>	<b>2,124</b>
<b>Investment income</b>		
Bank interest	-	-
Building Society interest	-	-
NSI interest	44	5
	-	-
<b>Sub total</b>	<b>44</b>	<b>5</b>
<b>Total Gross Income</b>	<b>26,368</b>	<b>30,973</b>
Asset and investment sales, etc.	-	-
<b>Total receipts</b>	<b>26,368</b>	<b>30,973</b>

# 1st Hythe BP Scout Group (Charity no. 280779)

## Receipts and payments account

Year start date

Year end date

For the year from	01/01/2022	To	31/12/2022
-------------------	------------	----	------------

### Receipts and payments

	2022	2021
	Unrestricted funds	Unrestricted funds
	£	£
<b>Payments</b>		
<b>Charitable Payments</b>		
Membership subscriptions paid on (National/County/Area/District)	4,371	4,515
Charitable Donations	-	-
Youth programme and activities	5,543	5,619
Adult support and training	80	-
Rates	22	-
Water and Sewerage	284	95
Electricity and Gas	1,199	1,182
Telephone and Internet	444	406
Insurance	725	646
Repairs and Renewals	3,914	1,811
Materials and equipment	1,134	548
Printing and photocopying	-	217
Uniforms	284	13
Badges	1,214	140
AGM and trustee expenses	-	-
Community Minibus: GN09 DTU & EN04 NCU	362	38
Other Costs - Vehicle maintenance/hire/insurance/fixed penalties	-	-
Other costs - Redbanks	-	1,100
Other costs - Burton Hall	-	-
Other costs - Unpaid Cheques/Refunds	175	170
25th WSJ	10,534	-
<b>Sub total</b>	<b>30,285</b>	<b>16,501</b>
<b>Fundraising expenses</b>		
Boot Fair	100	-
	-	-
	-	-
Other fundraising costs	-	-
<b>Sub total</b>	<b>100</b>	<b>-</b>
<b>Total Gross Expenditure</b>	<b>30,385</b>	<b>16,501</b>
<b>Asset and investment purchases, etc.</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>30,385</b>	<b>16,501</b>
<b>Net of receipts/(payments)</b>	<b>- 4,016</b>	<b>14,473</b>
<b>Cash funds last year end</b>	<b>71,194</b>	<b>56,721</b>
<b>Cash funds this year end</b>	<b>67,178</b>	<b>71,194</b>



# 1st Hythe BP Scout Group (Charity no. 280779)

## Receipts and payments account

Year start date

Year end date

For the year from	01/01/2022	To	31/12/2022
-------------------	------------	----	------------

### Statement of assets and liabilities at the end of the year

	31st December 2022 Unrestricted funds £	31st December 2021 Unrestricted funds £
<b>Cash funds</b>		
Bank current account	20,337	24,397
Bank deposit account	-	-
NSI Deposit Account	46,840	46,797
Equals Group Balance	-	-
<b>Total cash funds</b>	<b>67,178</b>	<b>71,194</b>
(agree balances with receipts and payments account)	ok	ok
<b>Other monetary assets</b>		
Tax claim	-	-
Debts due from the County/Area/District/Group	-	-
Insurance claim	-	-
Cash/Floats held by Sections	164	365
<b>Sub total</b>	<b>164</b>	<b>365</b>
<b>Investment assets</b>		
Investment property - detail	-	-
Quoted investments	-	-
Other investments - detail	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>
<b>Non monetary assets for charity's own use</b>		
Badge stock	-	-
Shop stock	-	-
Other stock	-	-
Burton Hall - Freehold land and buildings, insured at £103,000	185,000	185,000
Redbanks Campsite Land and buildings - Freehold land	40,000	40,000
Scouting equipment, furniture etc	15,000	15,000
Other	-	-
<b>Sub total</b>	<b>240,000</b>	<b>240,000</b>
<b>Liabilities</b>		
Accounts not yet paid	-	-
Expenses incurred but not invoiced	-	-
Subscriptions not yet paid	-	-
Loan - detail	-	-
Other liabilities	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>
<b>Total net assets</b>	<b>307,341</b>	<b>311,559</b>

The above receipts and payments account and statement of assets and liabilities were approved by the Trustees on 26th April 2023 and signed on their behalf by

Signature


Print Name

Chair  
 Treasurer



Independent Examiner's Report to the Trustees of the 1st Hythe Scout Group Scout Council.

I report to the Trustees of my examination of the accounts of the 1<sup>st</sup> Hythe Scout Group for the year ended 31<sup>st</sup> December 2022.

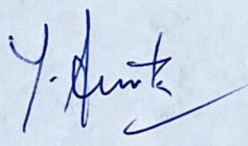
As the charity trustees of the 1<sup>st</sup> Hythe Scout Group you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011.

I report in respect of my examination of the 1<sup>st</sup> Hythe Scout Group accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable directions given by the Charity Commission.

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. Accounting records were not kept in respect of the 1<sup>st</sup> Hythe Scout Group as required by section 130 of the Act.
2. The accounts do not accord with those records.

I have no concerns and have come across no other matters, in connection with the examination, to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

 4 May 2023

Signed:

T Alcock

4 The Haven

Hythe, Kent.