

Trustees' Annual Report for the period from April 2023 to March 2024

Charity name: 7th King's Lynn Scout Group

Charity registration number: 282793

Objectives and Activities

7th King's Lynn Scout Group provides Scouting activities from ages 6 to 14 years in the King's Lynn area of West Norfolk.

Scouts actively engages and supports young people in their personal development, empowering them to make a positive contribution to society. We act with care, respect, integrity, cooperation, exploring our own and others' beliefs.

Our programme is a variety of indoor section meetings and activities at our own headquarters in Portland Place, King's Lynn, as well as outdoor meetings, activities and camps. Our group is split into three sections: Beavers (6-8 yrs), Cubs (8 - 1.5 yrs) and Scouts (10.5 – 14 yrs). All our section leaders are volunteers.

Our headquarters is used and maintained by ourselves with the option of hall hire by local community groups.

We had an income of £31,085 for the year and is eligible for an independent examination. As the charity is below the audit threshold, it may also prepare a simple annual report.

Achievements and Performance

Beavers

Section meeting programme has contributed to badge work which has included Challenge badges (Skills, Teamwork, Outdoors, Adventure, World), Activity badges (Creative, International, Camp craft, Health & fitness, Cook, Explore, Safety, Space) and Staged Activity badges (Paddlesports, Nautical skills, Navigator, Emergency Aid).

Beavers have also been able to offer sleepovers at the headquarters which are a great adventure for the children and a chance to try out different experiences.

Visits have included the National Space Centre in Leicester, Bewilderwood, Jamboree on the Trail (JOTT) held at Wolferton and celebrating the Queen's Platinum Jubilee where we came together to enjoy craft, singing and eating along with our parents. The Beavers also enjoyed a visit to District Cub Camp, joining in with lots of activities and a campfire, giving them a taste of Cubs.

Cubs

Section meeting programme has covered a range of badgework including Collector's, Astronomy, Road Safety, First Aid Level 1, Local Knowledge, Digital Maker, Paddlesports Level 1, Pioneering and DIY. External visitors included King's Lynn Foodbank and King's Lynn Astronomy Society.

Activities away from Headquarters included ten pin bowling, Sea Life centre in Hunstanton and District Cub Camp.

Scouts

Section meetings have included visits from the West Norfolk Food Bank and badgework including DIY. Activities have included making bird boxes, knot boards, bug houses, and Emergency First Aid up to Level 3. Scouts have also been learning their axe, knife and sawing skills outside during the lighter evenings outdoors.

Activities away from Headquarters have included our ever-popular chip shop challenge, bowling at Strikes and canoeing at Saddlebow.

Overnight activities have included a Group Sleepover for Remembrance Sunday and camping at Wells Sea Scouts HQ which included a visit to the Lifeboat Station and Muckleborough Military Collection.

3 of our Scouts have gained their Gold Award, who have also gone on to be Young Leaders and Explorer Scouts within the District.

Hall hire

Several organisations have hired our facilities for community use which has included West Norfolk Autism Group, Slimming World, House of Praise and Giggles & Squiggles nursery.

Financial Review

Total receipts were £31,085 of which the significant amount was Hall Hire, a total of £25,625, with subscriptions a total of £4,040. Hall Hire has increased significantly compared to last financial year (£8,614) mainly due to the Giggles & Squiggles nursery which uses the Hall most days midweek term-time.

Subscriptions pay towards Scouting membership and insurance with remaining being used for activities. Additional income (Extra activities and Activities section) being parental payments for additional activities which subsidise towards the direct cost.

Direct expenses of running the Scouting activities was £6,676, with Overheads of maintaining the Headquarters being £7,275. This shows a small increase in Direct Expenses and a decrease in Overheads compared to previous year.

Hall hire fees are partly used to cover the increase in overheads with increasing Electricity costs from £1,054 to £3,369 with the additional use during the day and increasing bin collection. Cleaning costs however have decreased with the main hirer (Giggles & Squiggles) providing their own cleaner as part of the hire arrangement.

Overall, a profit of £17,134 which is almost double the previous year (£8,695). This when added to balance carried forward puts the charity in a strong financial position. However, there are many premises maintenance projects required and Trustees will need to identify how to utilise the funds for best use for the future, to ensure premises to kept at a safe standard.

Reserves policy

Currently, there is no reserves policy set within the charity. Trustees will need to establish a reserves policy in the next financial year to ensure that there will always be sufficient funds for premises overheads, insurance and annual capitation fees payable to the Scout Association.

Volunteers

We would like to thank all our volunteer section Leaders and helpers along with our Group Scout Leader for all their hard work and commitment to running positive activities for young people. We would also like to thank all our volunteer helpers who support the administration and financial accounting, premises maintenance and fundraising to enable our charity to support so many local young people.

Structure, Governance and Management

The Scout Group is part of the Scout Association and is governed through the Rules printed in Policy, Organisation and Rules (POR). The group is managed by an Executive Committee, who are appointed at the Annual General Meeting (AGM) of the Scout Group. Those present at the AGM include leaders, helpers, parents/carers, young adult members and District Scout Commissioner.

An ex officio post exists for the Group Scout Leader as well as a Leader from each section. Posts appointed to include Chair, Secretary and Treasurer. Other members can be appointed to assist with specific management roles.

The Executive Committee meets throughout the year and presents a report at the AGM alongside section reports.

Reference and Administrative details

7th King's Lynn Scout Group is situated in Portland Place, King's Lynn, Norfolk. It is part of the North West Norfolk District of the Scout Association. The correspondence address is c/o 13 Wessingham Road, Watton, Thetford, Norfolk. IP25 6YY. The charity reference number is 282793.

Executive members for the year from 1st April 2023 to 31st March 2024 are:

Ex Officio members

Andrew Farr	Group Scout Leader	(until 31/12/23)
Kelly Bowen	Group Scout Leader	(from 24/01/24)

Section Leaders

Gemma Coady	Beavers
Neil Calvert	Cubs
Nick Jones	Scouts

Elected members:

Mike Roper	Chair	(from 24/01/24)
Chris Coady	Secretary	
Melanie Kett-Jones	Treasurer	(until 24/01/24)

Declarations

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

Signed on behalf of the charity's trustees

Signature(s)	M. Roper	
Full name(s)	Michael John Roper	
Position (eg Secretary, Chair, etc)	Chair	
Date	22/01/2025	

7th King's Lynn Scout Group

Profit and Loss Report

01 April, 2023 - 31 March, 2024

Sales

0001 - Subscriptions	4,040.16	
0002 - Extra Activities	579.97	
0003 - Badges/Neckers	45.00	
0004 - Fundraising	22.33	
0006 - Hall Hire	25,625.39	
0019 - Activities Sections	381.73	
4200 - Sale of Assets	250.00	
100100 - Hall Deposit	100.00	
100200 - Key Deposit	40.00	
	Total Sales	£31,084.58

Direct Expenses

0012 - Activities Sections	1,172.32	
0013 - Extra Activities	2,387.14	
0014 - Badges/Neckers	103.40	
0017 - Misc	320.09	
0026 - OSM	91.50	
5000 - Cost of Sales - Goods	161.05	
5060 - Other Direct Expenses	2,250.48	
9970 - Bin Collection	99.96	
9991 - Website	90.00	
	Total Direct Expenses	£6,675.94

GROSS PROFIT / LOSS	£24,408.64
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Overheads

0016 - Building Maintenance	1,284.12	
7110 - Water Rates	276.00	
7130 - Premises Insurance	481.20	
7200 - Electricity	3,368.67	
7210 - Gas & Oil	389.67	
7540 - Internet Charges	527.40	
7810 - Cleaning	540.00	
8210 - Subscriptions	69.50	
9971 - Bin Collection	288.00	
100500 - Petty cash	50.00	
	Total Overheads	£7,274.56
	NET PROFIT / LOSS	£17,134.08

Independent examiner's report to the trustees of 7th King's Lynn Scout Group

I report to the trustees on my examination of the accounts of the 7th King's Lynn Scout Group (the Trust) for the year ended 31st March 2024.

Responsibilities and basis of report

As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').


I report in respect of my examination of the Trust's 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 under section 145(5)(b) of the Act.

Independent examiner's statement

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 Trust as required by section 130 of the Act; or
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.

Signed: 

Name: CHRISTINE HUNTER

Relevant professional qualification or membership of professional bodies (if any):

Address: 25 Willow Road South Wootton King's Lynn PE30 3JN

Date: 21.1.25.