



# Trustees' Annual Report

For the period

From (start date)

0 1 0 1 2 3 to end date 3 1 1 2 2 3

## Section A

## Reference and administration details

Charity name

14th Canterbury Scout Group

Other names the charity is known by

Registered charity number (if any)

2 8 5 8 1 0

HQ registration number

3 5 9 0 8

Charity's principal address

28 Victoria Road

Canterbury

Kent

Postcode C T 1 3 S Q

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	Nicholas Thurston	Chair	
2	Mary Bentley	Secretary	
3	Sally-Anne Ritchie	Treasurer	
4	David Bentley	AGSL	
5	Sarah Barry	DGSL	
6	Philip Castle	ABSL	
7	Tabitha Castle		
8	Matthew Wade		
9	Olgun Chetin		
10	Ross Buggins	AESL	
11	Andrea Hatfield	GSA	
12	Elena Garrett		
13	Arthur Garrett		
14			

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
Scrutineer	Iain Morris FCA	5 Leycroft Close, Canterbury Kent CT2 7LD

## Section B

## Structure, governance and management

## Description of the charity's trusts

Type of governing document  
(e.g. trust deed, constitution)

The Group's governing documents are those of 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.

How the charity is constituted  
(e.g. trust, association, company)

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

Trustee selection methods  
(e.g. appointed by, elected by)

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

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 Trustee Board, 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 Trustee Board consists of 3 independent representatives, Chair, Treasurer and Secretary together with the Acting Group Scout Leader, Deputy Group Scout Leader, individual Section Leaders opted to take on the responsibility, and parent representation. The Trustee Board aims to meet every 4 months.

Members of the Trustee Board aim to complete 'Essential Information' training within the first 5 months of joining the committee.

This Group Trustee Board 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.

## Section B

## Structure, governance and management (contd.)

The Group Trustee Board has identified the major risks to which they believe the Group is exposed. The main areas of concern that have been identified are:

Damage to the building, property and equipment. The Group owns three garages for equipment storage and 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. Risk Assessments are undertaken before all activities.

Reduced income from fundraising. The Group is primarily reliant upon income from subscriptions and fundraising. The group does hold a reserve to ensure the continuity of activities should there be a major reduction in income. The Trustee Board 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 4 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.

The group has in place internal controls that are designed to provide reasonable assurance against material mismanagement or loss, these include 2 signatories for all payments.

## Section C

## Objectives and activities

Summary of the objects of the charity set out in its governing document

**The Purpose of Scouting**

Scouting exists to actively engage and support young people in their personal development, empowering them to make a positive contribution to society.

**The Values of Scouting**

As Scouts we are guided by these values:

**Integrity** - We act with integrity; we are honest, trustworthy and loyal.

**Respect** - We have self-respect and respect for others.

**Care** - We support others and take care of the world in which we live.

**Belief** - We explore our faiths, beliefs and attitudes.

**Co-operation** - We make a positive difference; we co-operate with others and make friends.

**The Scout Method**

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.

Summary of the main activities in relation to these objects

These are detailed in the Chair, GSL and Sections Annual Reports contained in the Annual Report which includes this Trustees Annual Report.

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 successfully opened a Squirrels sections in June 2023, open to young people aged 4 to 6 years. All other sections of the Group (Beavers, Cubs and Scouts) have remained very active. Total membership was at 113 in the 2023 autumn term. Each section has held weekly meetings during term time, following a structured program to actively engage and support young people in their personal development, empowering them to make a positive contribution to society.

A whole Group camp took place in May. Each section has organised numerous trips and nights away throughout the year and has also come together for group social events that include parents and the wider scouting family. Activities

## Section E

## Financial Review

Brief statement of the charity's policy on reserves

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 minimum sum equivalent to 9 months running costs, circa £7,500, on top of the amount held by the individual sections.

The Group held reserves in excess of the minimum level required for operating expenses. This excess is held to support participants at major Scouting events such as the World Scout Jamborees and enables the Group to keep subscriptions at a minimal level which we consider to be essential during the current cost of living inflation. Having such reserves enables the Group to be in a strong position to move forward.

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

N/A

Further financial review details (optional information)

• investment policy and objectives;

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 only mainstream banks or building societies.

## Section F

## Other Optional Information

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

Continue to operate an engaging and enriching program for our members through 2024.

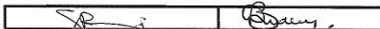
## Section G

## 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)

Sally-Anne Ritchie	David Bentley
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Position (eg Secretary, Chair)

Treasurer	Acting Group Scout Leader
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Date

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**14th CANTERBURY SCOUT GROUP SCOUT COUNCIL**  
**RECEIPTS & PAYMENTS ACCOUNT FOR THE PERIOD**  
**1 January 2023 to 31 December 2023**  
**Charity Account Number 285810 HQ Registration No. 35908**

	<b>This Year General Funds £</b>	<b>This Year Restricted Funds £</b>	<b>This Year Total Funds £</b>	<b>Last Year Total Funds £</b>
<b>Total Receipts for the year</b>	<b>39,381.44</b>	<b>38.00</b>	<b>39,419.44</b>	<b>27,824.38</b>
<b>Total Payments for the year</b>	<b>39,019.13</b>	<b>192.31</b>	<b>39,211.44</b>	<b>24,513.01</b>
<b>Net Receipts (payments) for the year</b>	<b>362.31</b>	<b>(154.31)</b>	<b>208.00</b>	<b>3,311.37</b>
<b>Cash bank and funds last year end</b>	<b>30,471.32</b>	<b>1,559.31</b>	<b>32,030.63</b>	<b>28,719.26</b>
<b>Transfer of funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Cash bank and funds this year end</b>	<b>30,833.63</b>	<b>1,405.00</b>	<b>32,238.63</b>	<b>32,030.63</b>

**14th CANTERBURY SCOUT GROUP SCOUT COUNCIL**  
**Receipts for the period 1 January 2023 to 31 December 2023**  
**Charity Account No 285810 HQ Registration No. 35908**

	<b>This Year General £</b>	<b>This Year Restricted £</b>	<b>Total This Year £</b>	<b>Previous Year £</b>
<b>MEMBERSHIP SUBSCRIPTIONS</b>				
Squirrels	752.50	-	752.50	-
Beavers	3,082.00	-	3,082.00	3,506.00
Cubs	4,182.50	-	4,182.50	2,925.00
Scouts	3,010.00	-	3,010.00	2,296.00
Explorers	1,647.00	-	1,647.00	1,593.00
<b>Total</b>	<b>12,674.00</b>	<b>-</b>	<b>12,674.00</b>	<b>10,320.00</b>
<b>INVESTMENT INCOME RECEIVED</b>				
NS&I Account Interest	90.63	-	90.63	10.89
<b>Total</b>	<b>90.63</b>	<b>-</b>	<b>90.63</b>	<b>10.89</b>
<b>DONATIONS/GRANTS</b>				
Gift Aid	263.07	-	263.07	1,626.76
Donations	249.00	38.00	287.00	1,076.00
Grants	100.00	-	100.00	-
<b>Total</b>	<b>612.07</b>	<b>38.00</b>	<b>650.07</b>	<b>2,702.76</b>

**14th CANTERBURY SCOUT GROUP SCOUT COUNCIL**  
**Receipts for the period 1 January 2023 to 31 December 2023 - continued**  
**Charity Account No 285810 HQ Registration No. 35908**

	<b>This Year General £</b>	<b>This Year Restricted £</b>	<b>Total This Year £</b>	<b>Previous Year £</b>
<b>ACTIVITIES (Sections)</b>				
Squirrels Trips/Activities	-	-	-	-
Beaver Trips/Activities/Sleepovers	5,319.00	-	5,319.00	1,018.00
Cubs Trips/Activities/Sleepovers	3,624.50	-	3,624.50	1,405.00
Scouts and Explorers summer camp	6,920.00	-	6,920.00	-
Scouts Kent International Jamboree	-	-	-	6,330.00
Campfire Social	261.00	-	261.00	-
<b>Total</b>	<b>16,124.50</b>	<b>-</b>	<b>16,124.50</b>	<b>8,753.00</b>
<b>SPRING B/H CAMP</b>				
Group Spring Camp	5,652.24	-	5,652.24	3,702.00
Group Spring Camp T-shirts	364.00	-	364.00	-
<b>Total</b>	<b>6,016.24</b>	<b>-</b>	<b>6,016.24</b>	<b>3,702.00</b>
<b>FUND RAISING</b>				
AGM raffle	48.00	-	48.00	-
Christmas Fair	849.55	-	849.55	1,029.73
Campfire Social donations	-	-	-	15.00
Slush sales	-	-	-	300.00
Badge sewing service	209.00	-	209.00	-
Family events	492.70	-	492.70	-
<b>Total</b>	<b>1,599.25</b>	<b>-</b>	<b>1,599.25</b>	<b>1,344.73</b>
<b>SUNDRY RECEIPTS</b>				
Squirrels Starter Packs	210.00	-	210.00	-
Beavers Starter Packs	377.00	-	377.00	252.00
New Uniform Sales	1,666.50	-	1,666.50	730.00
Nearly New Uniform	-	-	-	-
Additional Badges	11.25	-	11.25	9.00
<b>Total</b>	<b>2,264.75</b>	<b>-</b>	<b>2,264.75</b>	<b>991.00</b>
<b>TOTAL RECEIPTS FOR THE YEAR</b>	<b>39,381.44</b>	<b>38.00</b>	<b>39,419.44</b>	<b>27,824.38</b>





**14th CANTERBURY SCOUT GROUP SCOUT COUNCIL**  
**Payments for the period 1 January 2023 to 31 December 2023**  
**Charity Account No 285810 HQ Registration No. 35908**

	<b>This Year General £</b>	<b>This Year Restricted £</b>	<b>This Year Total £</b>	<b>Previous Year £</b>
<b>OPERATIONAL COSTS</b>				
Capitation paid to District	6,216.00	-	6,216.00	5,832.00
Hire of Methodist Hall	1,816.50	-	1,816.50	805.00
Garage /equipment insurance	697.84	-	697.84	569.23
<b>Total</b>	<b>8,730.34</b>	<b>-</b>	<b>8,730.34</b>	<b>7,206.23</b>
<b>TRANSPORT/MINIBUS</b>				
Tax/Insurance	-	-	-	(46.82)
Minibus Expenses	-	-	-	-
<b>Total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>(46.82)</b>
<b>ADMINISTRATION</b>				
IT Software	129.42	-	129.42	64.75
Subscriptions	5.00	-	5.00	5.00
Printing and Stationery	133.04	-	133.04	34.00
Repairs and Maintenance	149.04	-	149.04	92.26
<b>Total</b>	<b>416.50</b>	<b>-</b>	<b>416.50</b>	<b>196.01</b>
<b>PURCHASE OF EQUIPMENT</b>				
Group equipment	360.38	-	360.38	161.64
Squirrels equipment	76.14	-	76.14	-
Beavers equipment	-	-	-	17.00
Scouts equipment	542.36	-	542.36	238.99
<b>Total</b>	<b>978.88</b>	<b>-</b>	<b>978.88</b>	<b>417.63</b>
<b>ACTIVITIES (Sections)</b>				
Squirrels Monday nights	36.74	5.00	41.74	-
Beaver Activities/Trips/Sleepovers	6,810.96	-	6,810.96	885.37
Beaver Monday nights	446.34	33.00	479.34	501.99
Beaver Starter Packs	-	-	-	-
Cubs Monday nights	908.17	-	908.17	408.89
Cubs Trips/Activities/Sleepovers	3,504.90	-	3,504.90	1,705.90
Cubs investiture packs	-	-	-	8.00
Scout Activities	675.47	-	675.47	520.25
Scouts Kent International Jamboree	-	154.31	154.31	6,211.77
Scouts summer camp 2023	5,132.04	-	5,132.04	-
Scouts summer camp 2024	377.40	-	377.40	-
Group spring camp	5,812.84	-	5,812.84	3,187.03
Group spring camp T-shirts	261.90	-	261.90	-
Campfire Social	261.00	-	261.00	353.42
<b>Total</b>	<b>24,227.76</b>	<b>192.31</b>	<b>24,420.07</b>	<b>13,782.62</b>

**14th CANTERBURY SCOUT GROUP SCOUT COUNCIL**  
**Payments for the period 1 January 2023 to 31 December 2023 - continued**  
**Charity Account No 285810 HQ Registration No. 35908**

	This Year General £	This Year Restricted £	This Year Total £	Previous Year £
<b>OTHER EXPENSES</b>				
Scout Shop Badges	1,233.02	-	1,233.02	984.15
Scarves and Uniform	2,956.88	-	2,956.88	834.00
Christmas Fair	-	-	-	-
AGM	220.80	-	220.80	(7.95)
Meeting expenses	41.95	-	41.95	-
Celebration event	-	-	-	281.81
Thank you gifts	13.00	-	13.00	755.33
Donations	200.00	-	200.00	110.00
<b>Total</b>	<b>4,665.65</b>	<b>-</b>	<b>4,665.65</b>	<b>2,957.34</b>
<b>TOTAL PAYMENTS FOR THE YEAR</b>	<b>39,019.13</b>	<b>192.31</b>	<b>39,211.44</b>	<b>24,513.01</b>

**14th CANTERBURY SCOUT GROUP SCOUT COUNCIL**  
**Statement of Assets & Liabilities for the period ending 31 December 2023**  
**Charity Account No 285810**

<b>MONETARY ASSETS</b>	This Year General £	This Year Restricted £	This Year Total £	Previous Year £
NatWest Current Account Scout Group	14,975.02	-	14,975.02	15,360.83
NS&I Savings Account Group	11,804.76	-	11,804.76	11,714.13
Current Account Squirrels	557.22	-	557.22	-
Current Account Beavers	311.06	-	311.06	892.96
Current Account Cubs	707.31	-	707.31	810.19
Current Account Scouts	3883.26	-	3,883.26	3,252.52
<b>Total</b>	<b>32,238.63</b>	<b>-</b>	<b>32,238.63</b>	<b>32,030.63</b>

**RESTRICTED FUNDS**

	Balance 1 Jan 2023 £	Income £	Expenditure £	Balance 31 Dec 2023 £
Transport Fund	1,405.00	-	-	1,405.00
World Scout Jamboree	154.31	-	(154.31)	-
Bags of Kindness	-	38.00	(38.00)	-
<b>Total</b>	<b>1,559.31</b>	<b>38.00</b>	<b>(192.31)</b>	<b>1,405.00</b>

**NON-MONETARY ASSETS Assets for Charity's own use, shown at cost**


**LANDS, BUILDINGS, MOTOR VEHICLE**

	Cost £	Value £
Garages, 6,7 Ulcombe Gardens, acquired 1982, Garage 9 Ulcombe Gardens acquired 2015, combined acquisition cost [Deeds held in trust]	4,000.00	20,000.00
Motor Vehicles Minibus (acquired Sept 2017, relinquished to Age UK 2022 with :	46,314.00	-
Scouting Equipment, Furniture, etc (acquired from 1982 onwards)	36,528.41	42,275.49
<b>Total</b>	<b>86,842.41</b>	<b>62,275.49</b>

The above receipts and payments account and statement of assets and liabilities were approved by the Trustees on 09 JUL 2024 and signed on their behalf by:

Print name: Sally-Anne Ritchie

Print name: David Bentley



## Independent examiner's report to the trustees of 14<sup>th</sup> Canterbury Scout Group

I report to the trustees on my examination of the accounts of the 14<sup>th</sup> Canterbury Scout Group for the year ended 31 December 2023.

### Responsibilities and basis of report

As the charity trustees of the 14<sup>th</sup> Canterbury Scout Group you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

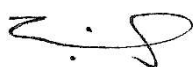
I report in respect of my examination of the 14<sup>th</sup> Canterbury Scout Group accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

### 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 14<sup>th</sup> Canterbury Scout Group as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view which is not a matter considered as part of an independent examination.

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: Iain Morris

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

Address: 5 Leycroft Close, Canterbury, Kent CT2 7LD

Date: 5<sup>th</sup> July 2024