

# 1<sup>st</sup> Busbridge Scout Group

## Trustee's Annual Report

For the period 9th January 2023 to 8<sup>th</sup> January 2024

Registered with the Charity Commission for England and Wales, number 288715

Trustees for the Period

Dan Hibbert Group Chairperson

Susie Gook Group Treasurer

## Structure, Governance and Management.

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.

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

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

The Group is managed by the Group 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.

The Trustee Board consists of the Chair, Treasurer, GSL stood down mid year.

Members of the Trustee Board complete Being a Scouts Trustee learning within the first 6 months of joining the Board.

This Group Trustee Board exists to make sure the charity is well-managed, risks are assessed and mitigated, buildings and equipment are in good working order, and everyone follows legal requirements and the organisation's policies and rules. Their support helps other volunteers run high-quality and safe programmes that gives young people skills for life. Risk and Internal Control

The group has in place systems of internal controls that are designed to provide reasonable assurance against material mismanagement or loss, these include 2 signatories for all payments and a comprehensive insurance policy to ensure that insurable risks are covered.

## Objectives of the Group

### 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.

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.

## Activities

Except for our Squirrels, all our sections took part in confidence and skills building including Nights Away from home.

Our Cubs enjoyed a sleepover at White Beeches. Beavers attended Frantic, Cubs attend Scram and Scouts participated in the Frost Camp. Scout went on a Bushcraft day.

The cubs went canoeing for an afternoon.

In November, the group's adults and young people from all sections attended the Remembrance Day Service in Godalming,

We have been able to recruit several new adult volunteers this year to support in some roles within the group. Young Leaders have increased in number this year

## Financial Review

Membership increased from £9.5K to £11.5k, we claimed gift aid for £1471 which is down from £2631 from the previous year. We received donations for the 1<sup>st</sup> Busbridge Scouts Head Quarters roof, of £7220. Our costs were similar the year before. We are not expecting any exceptional costs next year

## 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 Trustee Board considers that the group should hold a sum equivalent to 12 months running costs, circa £8

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## 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 only mainstream banks or building societies.

## Future Policy

Our efforts continue as more volunteers are needed in certain sections to ensure sustainable growth and support; we will be focusing on the trustee board as we have a few vacancies to fill to improve our governance

We will encourage the development the skills of our leaders, so they continue to deliver safe and interesting activities for our young people. Plan nights away for all our members except for the Squirrels.

Maintenance. Continue to employ our cleaner to keep the Scout Head Quarters clean, plus look at way to improve the internal look of the hut

Changes to Scout processes and rules are afoot in the coming future with the aim to demystify the organisation to prospective volunteers and parents, simplify some roles and strengthen the governance functions of the Trustee board by responding to recent changes. While the exact date for a number of these is unknown, some will begin to take effect in time of or before the next AGM. The group's leadership will need to be ready for these Transformation changes, when they come within 2024 or 2025. In the meantime, compliance, great opportunities, and skills for life continue to drive the group.

The Trustees declare that they have approved the Trustee's report above

Signed on behalf of the Trustees of 1<sup>st</sup> Busbridge Scout Group



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Date: . 01/06/2024



1st Busbridge Scout Group			
Receipts and Payments Account			
	For the year ended	9-Jan-23	8-Jan-24
Receipts and payments			
		2022/23	2023/24
		Unrestricted Funds	Unrestricted Funds
		£	£
<b>Receipts</b>			
Donations, legacies and similar income			
Membership subscriptions		9578	11570
Less Membership subscriptions paid on to District		4655	4961
Net Membership subscriptions retained		4923	6609
Donations			
Cub Hut Donation			7222
Other income		4234	5421
Sub total		9157	19252
<b>Grants</b>			
YCSF GRAN		0	0
Gift Aid		2631	1471
Sub total		2631	1471
<b>Fundraising (Gross)</b>		79	137
Sub total		79	137
<b>Investment Income</b>			
Bank Interest		8	94
Building Society Interest			
Sub total		8	94
<b>Total Gross Income</b>		11876	20954
<b>Asset and Investment Sales etc</b>		0	0
<b>Total Receipts</b>		11876	20954



**1st Busbridge Scout Group**  
**Receipts and Payments Account**

	For the year ended	9-Jan-23	8-Jan-24
<b>Receipts and payments</b>			
		<b>2022/23</b>	<b>2023/24</b>
		<b>Unrestricted Funds</b>	<b>Unrestricted Funds</b>
		<b>£</b>	<b>£</b>
<b>Payments</b>			
<b>Charitable Payments</b>			
Youth programme and activities		6955	7216
Adult support and training		0	0
Rent		2895	2408
Electricity/Gas/Water		0	0
Insurance		259	339
Badges		1229	1124
Materials and equipment		322	119
Printing and photocopying		0	0
AGM and Trustee expenses		0	0
Sundry Expenditure		121	0
Clothing		139	389
Training		123	153
Donations		0	0
Bank Charges		120	120
Refunds		0	0
<b>Sub total</b>		<b>12163</b>	<b>11867</b>
<b>Repairs</b>		<b>0</b>	<b>6731</b>
<b>Sub total</b>		<b>0</b>	<b>6731</b>
<b>Total Gross Expenditure</b>		<b>12163</b>	<b>18598</b>
<b>Asset and Investment purchases etc</b>		<b>0</b>	<b>0</b>
<b>Total Payments</b>		<b>12163</b>	<b>18598</b>
<b>Net of receipts(payments)</b>		<b>-288</b>	<b>2356</b>
<b>Cash Funds last year end</b>		<b>13713</b>	<b>13425</b>
<b>Cash Funds this year end</b>		<b>13425</b>	<b>15781</b>



# 1st Busbridge Scout Group

9-Jan-23

8-Jan-24

## Statement of assets and liabilities at year end

	Unrestricted Funds	Unrestricted Funds
	£	£
<b>Assets</b>		
<b>Cash Funds</b>		
Bank Current Account	13,425	15,781
Bank Deposit Account		
Building Society Account		
Cash/Floats		
<b>Total Cash Funds</b>	<b>13,425</b>	<b>15,781</b>
<b>Other Monetary Assets</b>		
	0	0
Debts due	0	0
Other		
<b>Sub total</b>	<b>0</b>	<b>0</b>
<b>Investment Assets</b>		
	0	0
Investment Property	0	0
Quoted Investments	0	0
Other Investments	0	0
<b>Sub total</b>	<b>0</b>	<b>0</b>
<b>Non monetary assets for charity's own use</b>		
	0	0
Land and Buildings	0	0
Scouting Equipment	0	0
Other	0	0
<b>Sub total</b>	<b>0</b>	<b>0</b>
<b>Liabilities</b>		
	0	
Accounts not yet paid	0	0
Expenses incurred but not invoiced	0	0
Subscriptions not yet paid	0	0
Loans	0	0
Other liabilities		
<b>Sub total</b>	<b>0</b>	<b>0</b>
<b>Total Assets</b>	<b>13,425</b>	<b>15,781</b>
<b>Total Liabilities</b>	<b>0</b>	<b>0</b>
<b>Net Worth</b>	<b>13,425</b>	<b>15,781</b>

The above receipts and payments account and statement of assets and liabilities, were approved by the Trustees on (the date of the Executive Committee meeting that approved the accounts). Signed on their behalf by:

Signature	Name
	Chair
	Treasurer



## Independent examiner's report to the trustees of 1st Busbridge Scout Group

I report to the trustees on my examination of the accounts of the 1st usbridge Scout Group for the year ended 08/01/2024

### Responsibilities and basis of report

As the charity trustees of the 1st Busbridge 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 1st Busbridge 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.

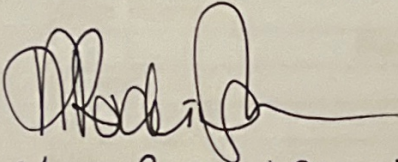
### Independent examiner's statement

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 1st Budsbridge Scout Group as required by section 130 of the Act;

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:

KIM ROCKINGHAM

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

Address:

WITLEY MANOR, RETWORTH ROAD, WITLEY GUR SPH

Date:

05/11/2024