

# FIRST LUTON SEA SCOUT GROUP

England & Wales · Charity number 300465

## Details

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**Other names** 1ST LUTON SCOUT GROUP, 1ST LUTON

**Status** Registered

**Legal form** Other

**Registered** 1961-10-05

**Register** [View on the Charity Commission register](#)

## Contact

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**Website** [www.firstluton.co.uk](http://www.firstluton.co.uk)

## Activities

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**Objects:** TO PROMOTE THE DEVELOPMENT OF YOUNG PEOPLE IN ACHEIVING THEIR FULL PHYSICAL,INTELLECTUAL,SOCIAL AND SPIRITUAL POTENTIALS, AS INDIVIDUALS, AS RESPONSIBLE CITIZENS AND AS MEMBERS OF THEIR LOCAL NATIONAL AND INTERNATIONAL COMMUNITIES

**Activities:** The provision of Scouting for boys and girls between the age of 6 years and 14 years with an emphasis on water activities for the older members of the Group.

## Classification

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- **How:** Provides Human Resources, Provides Buildings/facilities/open Space
- **What:** Education/training, Arts/culture/heritage/science, Amateur Sport
- **Who:** Children/young People

## Geography

- **Area of benefit:** LUTON
- Central Bedfordshire
- Luton

## Finances

| Period end | Income  | Expenditure | Assets | Employees |
|------------|---------|-------------|--------|-----------|
| 2024-11-30 | £64,484 | £49,017     | -      | -         |
| 2023-11-30 | £64,141 | £63,581     | -      | -         |
| 2022-11-30 | £59,323 | £79,365     | -      | -         |
| 2021-11-30 | £60,154 | £36,498     | -      | -         |
| 2020-11-30 | £36,468 | £46,362     | -      | -         |

## Trustees

| Name                        | Role  | Appointed  |
|-----------------------------|-------|------------|
| <b>Scott Edward Roberts</b> | Chair | 2021-04-14 |
| Allan Austen Maher          |       | 2018-09-26 |
| Chris Wells                 |       | 2024-05-08 |
| Daniel Green                |       | 2022-04-20 |
| JULIAN BARKER               |       | 2024-05-08 |
| Jenny Sanders               |       | 2024-05-08 |
| PHIL JEFFREY                |       |            |
| Paul Adcock                 |       | 2022-04-20 |
| Phillipa Missenden          |       | 2022-04-20 |

**FIRST LUTON SEA SCOUT GROUP**

England & Wales - Charity number 300465

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# Accounts

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**Scouts**

**First Luton Sea Scout Group**

**2025 Annual General Meeting**



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## **GSL Introduction**

I'd like to warmly welcome you to this year's AGM and express our sincere thanks for your continued support. Our group, established in 1909, stands as one of the oldest in the country and, as a Sea Scout group, we have a unique identity, which brings its own challenges but also a great sense of pride.

Recently we have been incredibly proud to hear that Phil, our Scout Leader, have been awarded the Silver Acorn. This is an award bestowed upon those who have shown significant outstanding service to scouting over a period of at least 20 years. It is a fantastic achievement and our congratulations go to Phil!

With a vast inventory of equipment and two significant buildings to maintain and develop, the work we do extends far beyond the weekly meetings with our 100+ members. This makes the wide and varied team of volunteers and supporters absolutely crucial to our success; whether our volunteers can give an hour a week or 10, everyone is able to play an important part. Over the past year, we've been fortunate to see our volunteer team grow, with one or two new faces coming in.

As a charity, generating income remains a key focus. Our events—such as our open days and water activity weekends—offer local young people the chance to participate in fun and engaging activities while helping us raise funds for new equipment and improvements. We currently have plans in place to replenish some of our stock of boats over the next season so that we can continue to develop our group's offer.

Our strong community connections play a vital role in everything we do. Our continued partnership with the hotel at Luton Hoo is a prime example of the importance of these links. Their generous support for us to use the lake and surrounding areas for our water-based activities provides invaluable opportunities for our members to develop their skills and engage in a variety of exciting activities. We are incredibly grateful for their ongoing collaboration.

There's so much behind-the-scenes work that goes into everything we do, and we are fortunate to have such an enthusiastic and supportive group of adults making it all possible. I want to extend my deepest thanks to each of you for your invaluable contribution. We are truly lucky to have you as part of our team. If you have any skills or time that could help us in the coming year or if you would like to get more involved, please don't hesitate to reach out.

Thank you!

Allan Maher  
Group Scout Leader

## Our Young People

At the time of the accounting year-end, the group had worked with in excess of 80 young people in 2024. These were made up of those in our Beaver Colony, Cub Pack and Scout Troop in addition to the nine Young Leaders, who provided regular support at section meetings.

The Young People were ably guided by the strong and highly effective adult leadership team within the group. We also took the opportunity during lockdown to ensure that all training requirements were met and that all adults had an up-to-date understanding of key issues, such as safety and Safeguarding.

### Beavers

Beavers have had another busy year completing badges, playing games, learning water skills and finding out about the Scouting movement and what it means to be in First Luton.

This year we were very sad to have Paddy leave us after decades of dedicated volunteering. We threw him a party and hopefully gave him a send off into a second 'retirement' that he won't forget!

We do still feel he's missing at Beavers and we've told him he's welcome to visit any time! There is now a regular rotation of the remaining 4 Leaders and 3 Young Leaders- now Geo, Emily and Oscar. Rabbit also pops in every now and then which is also lovely!

Numbers of Beavers has been fairly consistent between 16 and 20 with a mix of girls and boys. We recently undertook at 'bring a friend' night to bolster numbers after our waiting list was reduced. If anyone has younger family members who would like to join when they're six, please do contact us so we can get you on the list.

We had a trip to the District camp for the day, a trip to Studley Road fire station and have an imminent trip to RAF Hendon.

We continue to have a varied programme, with the aim to ensure all Beavers have the opportunity to gain their Chief Scout Bronze, should they wish, before they leave us. Since the last AGM, another 10 have been awarded.

Multiple badges are worked on over the course of the year with a focus on water and outdoor ones in the summer when at Luton Hoo.

The Beavers love being down on the lake and playing in the woods at the Hoo. We plan to be down there again in the summer term and look forward to getting out on the water.

Rebecca Maher  
Beaver Leader

### Cubs

We have currently 28 Cubs in our pack with 4 leaving for Scouts at the beginning of May. We

# 1<sup>st</sup> Luton Sea Scouts -



also have 4 coming up from Beavers. This will make the group full again. There are 4 full time adult leaders, 4 young leaders. We have asked Parents if they want to become a helper within the group. We have lost Sandy from our group as work commitments means she can no longer commit to the group. Sandy has said that if she can, she will help out on occasions where needed. Our adult leaders have a vast array of skills and experience which keep the group running and continuity for the children. However more help would always be appreciated.

A program has been created for the group all the way up to Christmas 2025. This way if parents feel that something interests them, they are more than welcome to contact us. We try to make our program as varied as possible with regular leader meetings to discuss upcoming evenings both on and off the water. We are also finding new ways to keep the children with special needs engaged within the group. Since the last AGM, we have handed out 2 Silver Chief Scout Awards with another one possibly in the next few weeks. There have also been 84 badges handed out for achievements gained.

Paul Adcock  
Cub Leader

## **Scouts**

The Scouts are averaging 40 Scouts in the troop with 3 Young Leaders. Over the past 12 months we have issued 286 badges, including 27 nights away badges, 22 Time on the water badges, 8 sailing badges, 14 Paddlesport badges, 31 Emergency Aid badges and we are very pleased to say we awarded 2 Chief Scout Gold Awards.

Last summer we spent lots of time at the Hoo on the water, kayaking, canoeing and paddleboarding. We also joined the rest of the Scouts in Luton at a District Camp. Our summer camp was in the Lake District beside Lake Windermere. The Scouts took part in caving, crag climbing, crate stacking, archery, a trip to Blackpool and the older scouts did an overnight expedition.

We have also been to the Aqua park at Box end, Ice Skating, laser quest and had a few other interesting evening activities.

This year we are looking forward to our Summer Camp which will be at Grafham Water.

Phil Jeffery  
Scout Leader

## Our Group Executive

**Charity Commission Registration Number:** 300465

### Composition

At each AGM, the Group Executive for the following year is elected. The Executive is composed of a range of adults who have the skills and knowledge to help shape the strategic direction of the group and to support its aims.

In 2024, the Group Executive was made up of the following:

|                              |   |
|------------------------------|---|
| <b>Chair</b>                 | Scott Roberts   |
| <b>Secretary</b>             | Dan Green   |
| <b>Treasurer</b>             | Allan Maher   |
| <b>Group Scout Leader</b>    | Allan Maher   |
| <b>Section Leaders</b>       | Rebecca Maher<br>Paul Adcock<br>Phil Jeffrey  |
| <b>Group Representatives</b> | Phillipa Missenden<br>Paul Adcock<br>Richard Davis<br>Julian Barker<br>Chris Wells<br>Jenny Sanders |

## Annual Accounts

The Trustees present their Annual Report together with the independently examined accounts for the twelve months ended 30 November 2024.

The Charity's accounts are prepared on a Receipts and Payments basis.

### Objectives

The Purpose of 1st Luton Sea Scouts is to continue the work of the worldwide Scouting movement which is to actively engage and support young people in their personal development, empowering them to make a positive contribution to society and to provide them with water-based skills.

### Activities and achievements

The charity carries out a number of activities in order to fulfil its charitable objectives. In particular, 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 main achievements during the year are considered to be:

- Continued investment in our facilities and equipment
- The Group continued to thrive in terms of membership numbers and adult support
- A number of Chief Scouts Awards were gained across all sections
- A balanced programme was provided across all sections
- Nights away opportunities provided to all sections
- Continued success of our Water Activity Days and Training Programme

# 1<sup>st</sup> Luton Sea Scouts -

## **Reserves**

1st Luton Sea Scout Group holds reserves in accounts that earmark the use of those funds. The Group current account holds sufficient to cover the running costs for one year. The Group Development Fund account is used for developing the Group's Buildings. The Training Fund account is used to manage training revenues received and for making payments to coaches and instructors for our own Group training.

Surpluses are then transferred to the Equipment Fund. The Equipment Fund account is used to maintain and replaces boats and other relevant equipment.

The level of reserve for the Group Development fund and the Equipment fund will vary from year to year depending on planned scheduled or replacement expenditure required on repairing and replacing equipment and buildings over several years.

The Trustees consider that the level of reserves is appropriate in order to ensure that the charity is likely to be able to meet future costs, in particular in respect of equipment and site costs so that activities can continue.

All funds of the charity are unrestricted in nature. The charity has no designated or restricted funds.

## **Financial Review**

The charity received income of £64,484 in the year and incurred expenditure of £49,017. This included £6821 of expenditure on projects and £9108 on equipment purchase and maintenance. The net increase in cash for the year was £15,466

At the year end, the charity held cash of £64,214 and tangible fixed assets comprising boating and other equipment of £54,350. This means that the total assets of the charity at the year-end stood at £118,565.

## **Governing Document**

Policy, Organisation and Rules (POR) defines the structure of Scouting in the United Kingdom, the Channel Islands and the Isle of Man and provides information about its management and training.

The Scout Association is a national charity and exists by authority of a Royal Charter granted in 1912 and supplemented by further charters granted by King George V and Queen Elizabeth II. It was founded in 1907. With a membership of over 618,000 young people and adult leaders, it is the largest co-educational youth movement in the UK.

Scouting activity is delivered through around 8,000 community-based Scout Groups nationwide (all independent charities in their own right).

# 1<sup>st</sup> Luton Sea Scouts -

## **Trustees**

The trustees of the group are appointed at the Annual General Meeting in line with the rules and requirements of the Scout Association.

The Group Scout Leader appoints the Chairman. The Secretary and Treasurer are automatically appointed.

## **Public Benefit**

We are the UK's biggest mixed youth organisation. We change lives by offering 6 to 25-year-olds fun and challenging activities, unique experiences, everyday adventure and the chance to help others so that we make a positive impact in communities and teach them about good citizenship.

Scouts helps children and young adults reach their full potential. Scouts develop skills including teamwork, time management, leadership, initiative, planning, communication, self-motivation, cultural awareness and commitment. We help young people to get jobs, save lives and even change the world.

The Trustees are aware of the Charity Commissions guidance on public benefit and consider that the charitable objects fall well within the public benefit guidelines. In setting the charitable objectives, the charity has given due regard to the Charity Commission's guidance on public benefit. The trustees also regularly monitor the skills available to them as a trustee body and aim to seek new trustees where additional skills are needed.

## **Signed on behalf of the Trustees**

Mr Scott Roberts,  
Chairman

Date: 5th March 2025

# 1<sup>st</sup> Luton Sea Scouts -

## Independent examiner's report to the trustees of First Luton Sea Scout Group Scout Council

I report to the trustees on my examination of the accounts of the **First Luton Sea Scout Group** for the year ended 30<sup>th</sup> November 2024

### Responsibilities and basis of report

As the charity trustees of the **First Luton Sea 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 **First Luton Sea 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 **First Luton Sea Scout Group** 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: Kirstene Cutler

Relevant professional qualification or membership of professional bodies: ACA (ICAEW)

Address: 14 Old Rectory Close, Harpenden, AL5 2UD

Date: 30/12/2024

# 1<sup>st</sup> Luton Sea Scouts -

## Income

| Receipts                  |                    |                    |
|---------------------------|--------------------|--------------------|
|                           | Year to Dec 2023   | Year to Dec 2024   |
| Activity Income           | £ 5,474.56         | £ 1,388.34         |
| Camp and Trip Deposits    | £ 10,350.29        | £ 10,859.86        |
| Donations and Fundraising | £ 468.66           | £ 585.14           |
| Gift Aid                  | £ 3,161.50         | £ 2,765.75         |
| Grants                    | £ 67.51            | £ 2,500.00         |
| Leisurewear and Uniform   | £ 933.87           | £ 1,129.99         |
| Subscriptions             | £ 20,616.97        | £ 21,478.79        |
| Sundry Income             | £ 2,508.37         | £ 122.27           |
| Training and Course Fees  | £ 901.25           | £ 3,463.97         |
| Water Activity Days       | £ 19,658.50        | £ 20,190.00        |
| <b>Total Income</b>       | <b>£ 64,141.48</b> | <b>£ 64,484.11</b> |

This has remained stable overall. Despite an increase in subscriptions, which took effect in September, a slight drop in group numbers meant that this income only slightly increased. Some areas were posted differently this year, which makes it look like there has been a large change - for example last year, the course and training fee income was posted to 'activity income'. This has been changed this year. A grant of £2500 was received from the Admiralty towards replacing some of the sailing craft.

## Expenditure

| Payments                |                  |                  |
|-------------------------|------------------|------------------|
|                         | Year to Dec 2023 | Year to Dec 2024 |
| Membership Fees         | £ 5,364.50       | £ 5,483.50       |
| Insurances              | £ 6,295.57       | £ 6,256.16       |
| Utilities and Rates     | £ 2,260.86       | £ 1,422.91       |
| Fire Protection         | £ 413.28         | £ 144.00         |
| Accountant Fees         | £ 150.00         | £ 180.00         |
| Leisurewear and Uniform | £ 1,285.50       | £ 1,195.18       |
| Badges                  | £ 690.50         | £ 452.23         |
| Activities              | £ 3,189.70       | £ 3,661.99       |
| Nights Away             | £ 8,279.39       | £ 11,344.93      |

## 1<sup>st</sup> Luton Sea Scouts -

|                           |                |                |
|---------------------------|----------------|----------------|
| Equipment Purchase        | £<br>12,514.17 | £<br>6,244.56  |
| Equipment Maintenance     | £<br>7,640.96  | £<br>2,863.64  |
| Sundry Expenses           | £<br>2,336.01  | £<br>910.20    |
| Training and Course Costs | £<br>3,553.11  | £<br>1,765.25  |
| Fuel                      | £<br>515.98    | £<br>271.93    |
| Projects                  | £<br>9,091.49  | £<br>6,821.00  |
| Total Receipt             | £<br>63,581.02 | £<br>49,017.48 |

# 1<sup>st</sup> Luton Sea Scouts -

# First Luton Sea Scout Group

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

|  | 30-Nov-24<br>Unrestricted<br>funds<br>£ | 30-Nov-23<br>Unrestricted funds<br>£ |
|--|---|--------------------------------------|
| <b>Cash funds</b>                                |   |                                      |
| Beavers and Cub Accounts                         | 497                                     | 674                                  |
| Equipment Fund Account                           | 683                                     | 1 079                                |
| Group Account                                    | 13 989                                  | 5 439                                |
| Group Development Account                        | 47 000                                  | 38 917                               |
| Training Account                                 | 1 857                                   | 1 245                                |
| Scout Troop Account                              | 189                                     | 1 394                                |
| <b>Total cash funds</b>                          | <b>64 215</b>                           | <b>48 748</b>                        |
| <b>Non monetary assets for charity's own use</b> |   |                                      |
| Boats and Boating Equipment see notes            | 34 569                                  | 40 669                               |
| Other Equipment                                  | 19 781                                  | 27 379                               |
| <b>Sub total</b>                                 | <b>54 350</b>                           | <b>68 048</b>                        |
| <b>Liabilities</b>                               | -                                       | -                                    |
| <b>Sub total</b>                                 | <b>-</b>                                | <b>-</b>                             |
| <b>Total net assets</b>                          | <b>118 565</b>                          | <b>116 796</b>                       |

## Minutes of 2024 AGM

Group Executive Meeting  
 Date: Wednesday 8th May 2024  
 Meeting took place online- Zoom

### Present:

Allan Maher, Becky Maher, Paddy Higgins, Scott Roberts, Sandy Rawstone, Jenny Sanders, Dan Green, Phil Jeffrey, Chris Wells, Paul Adcock, Terry Jones, Julian Barker

### 1. Welcome by Group Chairman

### 2. Apologies for Absence

Christa Jeffrey, Philipa Missenden, Helen ayres

### 3. Approval of the Minutes of the Previous AGM Meeting held on 19th April 2023

The minutes of the previous meeting were approved.

#### **4. Matters Arising from Minutes of Previous Meeting**

Nil

#### **5. Sectional Reports**

GSL- Helen has stepped down from Beaver Leader and Becky has stepped up to Beaver Leader. Looking at the teams and changes are constant. All support we get is greatly appreciated from the 1 hours here and there to the regular weekly support and on WADs

Beavers- sad to lose Helen but a consistent support remains strong from the rest of the team and gaerth supporting where possible. Looking forward to the water activities in the coming weeks.

Cubs- down on leaders numbers but still strong experience withing the team. Working on badges and prepping for the water activities.

Scouts- leadership changes withing grey six not being around as much due to varying factors. But rest of the team is constant with two new leaders, previousy young leaders Luke and Molly. Lots of badges awarded and working towards the chief scout award

#### **6. Presentation of Annual Accounts and Treasurer's Report**

We have been very fortunate group with support, facilitys and bank balance. Everythngi is stable and inline with our good governance policy, no questions were asked in this section.

#### **7. Appointment of Auditors December 2023 to November 2024**

Proposed to remain with Kirsty Cutler previous auditor from 2022-2023.- all agreed

#### **8. Adoption of the model constitution as laid out in POR 5.4**

Agreed with no deviations

#### **9. Appointment of the Group Chairman**

Scott Roberts proposed and agreed for a 3 year term.

#### **10. Appointment of the Group Treasurer**

Jo is stepping down due to work commitments. Group is very grateful for the work and dedication Jo has put into the role of treasure. We have no volenteers or proposals for this role so this will remain vacant and the duties will be apportioned between the trustees until the role is filled

#### **Elected Members**

Phillipa, Paul and Sandy were elected for another year on the exec. No one opposed and no others were nominated or volunteered for the roles

#### **11. District Representative Appointment of Trustee Board members up for renewal/ vacancies** Sandy is stepping down an a trustee board

member, Dick, Jenny and Julian have taken roles within the trustee board. See table below for list on trustee board members

| MemberShip | Name            | renewal date |
|------------|-----------------|--------------|
| ex-officio | Allan Maher     |              |
| co-opted   | Scott Roberts   | 01/04/2027   |
| co-opted   | Dan Green       | 01/04/2027   |
| co-opted   | Phil Jeffrey    | 01/04/2027   |
| co-opted   | Philly Misenden | 01/04/2026   |
| co-opted   | Paul Adcock     | 01/04/2026   |
| co-opted   | Chris Wells     | 01/04/2026   |
| co-opted   | Dick Davis      | 01/04/2025   |
| co-opted   | Jenny Saunders  | 01/04/2025   |
| co-opted   | Julian Barker   | 01/04/2025   |

**12. Maximum and minimum number of trustee board members**

Max is 12 and min is 8 members of the trustee board and for meeting one third plus one so a minimum of 5 need to be in attendance to hold a meeting and to agree actions.

**13. District Representative**

None in attendance.

**14. AOB**

**Paddy- would be good to get parent support and having conversations and grey six to pass on their knowledge**

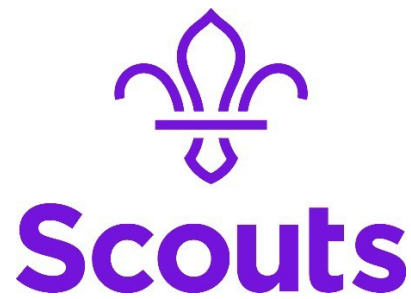
**FIRST LUTON SEA SCOUT GROUP**

England & Wales - Charity number 300465

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# Accounts

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# First Luton Sea Scout Group

## 2024 Annual General Meeting

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| <b>Independent Examiners Report</b> | <b>10</b> |
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| <b>Minutes of 2023 AGM</b>          | <b>14</b> |

## GSL Introduction

I'd like to welcome you to this year's AGM and start by thanking you for your support. Our group was originally established in 1909, making it one of the oldest surviving groups in the country. Our status as a Sea Scout group makes us fairly special when compared with many local groups however this does bring lots of additional work, with a huge stock of equipment and two buildings to continue to develop and maintain. When this is factored in, over and above the weekly meetings for our c.100 members, it becomes very clear how important such a wide and supportive group of volunteers and parents is to us.

Over the last year, our team of volunteers has developed, with a number of new adults joining us in each section. We sadly said goodbye to Helen as our Beaver Leader after over 10 years and have been very grateful to Becky who has ably and seamlessly stepped into the role. A number of our volunteers have also taken on more of the responsibility of maintaining and looking after our equipment. We very much appreciate all the time and efforts that they have spent in ensuring that our facilities are ship-shape and ready for everything we do.

Income generation continues to be important for us as a charity. Each year, we offer a number of events, including our open days and water activity weekends, in which we offer activities for young people from the local area. This all allows us to purchase new and improved equipment for our group. Having improved the fabric of our Headquarters on Bowling Green Lane, we would also be keen to know of any local groups or nurseries looking for a home regularly during the week. In the coming year, we have exciting plans to explore the replacement and development of some of our sailing and power craft. We are also exploring ways in which we can replace the roof on our boathouse at Luton Hoo, which is in need of urgent attention - if you know someone who might be able to support with this, we would be glad for the contact!

As you can see, there is an awful lot of work that goes on behind the scenes so that we are able to do all the fantastic things we do. We are very fortunate to have such an active and supportive groups of adults to ensure that this happens. I would like to pass on my sincere thanks to every one of you - we are very lucky to have you all on board. If you have skills or time that could help us further and would like to join the team, please do get in touch.

I look forward to an exciting 2024 and beyond!

Allan Maher  
Group Scout Leader

## Our Young People

At the time of the accounting year-end, the group had worked with in excess of 80 young people in 2023. These were made up of those in our Beaver Colony, Cub Pack and Scout Troop in addition to the nine Young Leaders, who provided regular support at section meetings.

The Young People were ably guided by the strong and highly effective adult leadership team within the group. We also took the opportunity during lockdown to ensure that all training requirements were met and that all adults had an up-to-date understanding of key issues, such as safety and Safeguarding.

### Beavers

It's been another busy year for the Beaver section.

We've had a big change with Helen (Rabbit) stepping down after many years in the role of Section Leader. We're grateful that she's still around to support with odd nights and events and want to thank her again for all her years of voluntary service.

Becky (Owl), stepped up from Assistant Leader to Section Leader and is ably supported by a team of 5 other adult leaders who rotate around to assist and 3 Young Leaders.

Numbers of Beavers has been fairly consistent between 16 and 20 with a mix of girls and boys.

We continue to have a varied programme, with the aim to ensure all Beavers have the opportunity to gain their Chief Scout Bronze, should they wish, before they leave us. Since the last AGM, 10 have been awarded.

Multiple badges are worked on over the course of the year with a focus on water and outdoor ones in the summer when at Luton Hoo.

The Beavers love being down on the lake and playing in the woods at the Hoo. It's an incredible space we have access to and we try to be down there from May half term until October half term, or when the light becomes difficult.

Rebecca Maher (Beaver Leader)

### Cubs

We have currently 22 Cubs in our pack with 2 leaving for Scouts in the next month and 4 coming up from Beavers. This will make the group full again. There are 5 full time adult leaders, 3 young leaders and 1 parent who is taking a real interest in becoming a helper within the group. Our leader numbers are down with the departure of Gareth and Chris and the young leaders who have taken up positions within universities across the country. Our adult leaders have a vast array of skills and experience which keep the group running and continuity for the children. However more help would always be appreciated.

We try to make our program as varied as possible with regular leader meetings to discuss upcoming evenings both on and off the water. We are also finding new ways to keep the children with special needs engaged within the group. Since the last AGM, we have handed out 4 Silver Chief Scout Awards with another one possibly in the next few weeks. There have also been 162 badges handed out for achievements gained.

# 1<sup>st</sup> Luton Sea Scouts -



Due to the Music festival being held in May, we have unfortunately had to cancel the group camp but we will be looking at other activity days that can be run as a group.

Paul Adcock (Cub Leader)

## Scouts

The Scouts are averaging 40 Scouts in the troop with 3 Young Leaders. Over the past 12 months we have issues just under 200 badges, including 24 nights away badges and 36 Time on the water badges.

Last summer we spent lots of time at the Hoo on the water, kayaking, canoeing and paddleboarding.

Our summer camp was in Lymington on the Solent, where we had some amazing sailing. We all sailed across the Solent together to the Isle of Wight which was a fantastic journey and a great experience. The Scouts also got to drive our powerboats across the Solent from Lymington to Yarmouth.



Scouts having fun at the aqua park at Summer Camp.

al Trampoline park, and had a evening on the water at ft shooting.

which will be in the Lake

Phil Jeffery (Cub Leader)

## Our Group Executive

**Charity Commission Registration Number:** 300465

### Composition

At each AGM, the Group Executive for the following year is elected. The Executive is composed of a range of adults who have the skills and knowledge to help shape the strategic direction of the group and to support its aims.

In 2023, the Group Executive was made up of the following:

|                                  |  |
|----------------------------------|--|
| <b>Chair</b>                     | Scott Roberts                              |
| <b>Secretary</b>                 | Dan Green                                  |
| <b>Treasurer</b>                 | Jo Illsley                                 |
| <b>Group Scout Leader</b>        | Allan Maher                                |
| <b>Section Leaders</b>           | Helen Ayres<br>Chris Wells<br>Phil Jeffrey |
| <b>Nominated Representatives</b> | Sandra Rawstorne<br>Paul Adcock            |
| <b>Elected Representatives</b>   | Phillipa Missenden                         |

## Annual Accounts

The Trustees present their Annual Report together with the independently examined accounts for the twelve months ended 30 November 2023.

The Charity's accounts are prepared on a Receipts and Payments basis.

### Objectives

The Purpose of 1st Luton Sea Scouts is to continue the work of the worldwide Scouting movement which is to actively engage and support young people in their personal development, empowering them to make a positive contribution to society and to provide them with water-based skills.

### Activities and achievements

The charity carries out a number of activities in order to fulfil its charitable objectives. In particular, 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 main achievements during the year are considered to be:

- Admiralty
- young people were selected for the Jamboree
- A number of Chief Scouts Awards were gained across all sections
- Which demonstrates the balanced programme the charity is providing to include a number of nights away.

# 1<sup>st</sup> Luton Sea Scouts -

## **Reserves**

1st Luton Sea Scout Group holds reserves in accounts that earmark the use of those funds. The Group current account holds sufficient to cover the running costs for one year. The Group Development Fund account is used for developing the Group's Buildings. The Training Fund account is used to manage training revenues received and for making payments to coaches and instructors for our own Group training.

Surpluses are then transferred to the Equipment Fund. The Equipment Fund account is used to maintain and replaces boats and other relevant equipment.

The level of reserve for the Group Development fund and the Equipment fund will vary from year to year depending on planned scheduled or replacement expenditure required on repairing and replacing equipment and buildings over several years.

The Trustees consider that the level of reserves is appropriate in order to ensure that the charity is likely to be able to meet future costs, in particular in respect of equipment and site costs so that activities can continue. At the year end, the free reserves of the charity amounted to £48,187.

All funds of the charity are unrestricted in nature. The charity has no designated or restricted funds.

## **Financial Review**

The charity received income of £64,141 in the year and incurred expenditure of £63,581. This included £9091 of expenditure on projects and £20,154 on equipment purchase and maintenance. The net increase in cash for the year was £560.

At the year end, the charity held cash of £48,747 and tangible fixed assets comprising boating and other equipment of £68,048. This means that the total assets of the charity at the year-end stood at £116,796.

## **Governing Document**

Policy, Organisation and Rules (POR) defines the structure of Scouting in the United Kingdom, the Channel Islands and the Isle of Man and provides information about its management and training.

The Scout Association is a national charity and exists by authority of a Royal Charter granted in 1912 and supplemented by further charters granted by King George V and Queen Elizabeth II. It was founded in 1907. With a membership of over 618,000 young people and adult leaders, it is the largest co-educational youth movement in the UK.

Scouting activity is delivered through around 8,000 community-based Scout Groups nationwide (all independent charities in their own right).

# 1<sup>st</sup> Luton Sea Scouts -

## **Trustees**

The trustees of the group are appointed at the Annual General Meeting in line with the rules and requirements of the Scout Association.

The Group Scout Leader appoints the Chairman. The Secretary and Treasurer are automatically appointed.

## **Public Benefit**

We are the UK's biggest mixed youth organisation. We change lives by offering 6 to 25-year-olds fun and challenging activities, unique experiences, everyday adventure and the chance to help others so that we make a positive impact in communities and teach them about good citizenship.

Scouts helps children and young adults reach their full potential. Scouts develop skills including teamwork, time management, leadership, initiative, planning, communication, self-motivation, cultural awareness and commitment. We help young people to get jobs, save lives and even change the world.

The Trustees are aware of the Charity Commissions guidance on public benefit and consider that the charitable objects fall well within the public benefit guidelines. In setting the charitable objectives, the charity has given due regard to the Charity Commission's guidance on public benefit. The trustees also regularly monitor the skills available to them as a trustee body and aim to seek new trustees where additional skills are needed.

## **Signed on behalf of the Trustees**

Mr Scott Roberts,  
Chairman

Date: 13th March 2024

# 1<sup>st</sup> Luton Sea Scouts -

## Independent examiner's report to the trustees of First Luton Sea Scout Group Scout Council

I report to the trustees on my examination of the accounts of the First Luton Sea Scout Group for the year ended 30<sup>th</sup> November 2023

### Responsibilities and basis of report

As the charity trustees of the **First Luton Sea 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 **First Luton Sea 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 **First Luton Sea Scout Group** 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: Kirstene Cutler

Relevant professional qualification or membership of professional bodies: ACA (ICAEW)

Address: 14 Old Rectory Close, Harpenden, AL5 2UD

Date: 10/1/2024

# 1<sup>st</sup> Luton Sea Scouts -

| <b>Group Balance Sheet</b>         |                         |  |                              |
|------------------------------------|-------------------------|--|------------------------------|
| <b>Account</b>                     |                         |  | <b>Funds at 1st December</b> |
| Group Account                      |                         |  | £15,310.23                   |
| Development Account                |                         |  | £30,496.29                   |
| Beaver Account                     |                         |  | £81.85                       |
| Cub Account                        |                         |  | £98.78                       |
| Scout Account                      |                         |  | £228.98                      |
| Equipment Account                  |                         |  | £1,896.13                    |
| Training Account                   |                         |  | £75.25                       |
| <b>Cash Funds at Last Year End</b> |                         |  | <b>£48,187.51</b>            |
| <b>Receipts</b>                    |                         |  |                              |
|                                    | <b>Year to Dec 2022</b> |  | <b>Year to Dec 2023</b>      |
| Activity Income                    | £710.86                 |  | £5,474.56                    |
| Camp and Trip Deposits             | £10,899.61              |  | £10,350.29                   |
| Donations and Fundraising          | £1,866.01               |  | £468.66                      |
| Gift Aid                           | £1,780.00               |  | £3,161.50                    |
| Grants                             | £2,667.00               |  | £67.51                       |
| Leisurewear and Uniform            | £655.00                 |  | £933.87                      |
| Subscriptions                      | £19,391.97              |  | £20,616.97                   |
| Sundry Income                      | £1,329.04               |  | £2,508.37                    |
| Training and Course Fees           | £1,833.90               |  | £901.25                      |
| Water Activity Days                | £18,190.00              |  | £19,658.50                   |
| <b>Total Income</b>                | <b>£59,323.39</b>       |  | <b>£64,141.48</b>            |
| <b>Payments</b>                    |                         |  |                              |
|                                    | <b>Year to Dec 2022</b> |  | <b>Year to Dec 2023</b>      |
| Membership Fees                    | £4,730.50               |  | £5,364.50                    |
| Insurances                         | £5,804.93               |  | £6,295.57                    |
| Utilities and Rates                | £1,641.20               |  | £2,260.86                    |
| Fire Protection                    | £207.96                 |  | £413.28                      |
| Cleaning Costs                     | £ -                     |  | £ -                          |
| Accountant Fees                    | £250.00                 |  | £150.00                      |
| Leisurewear and Uniform            | £914.50                 |  | £1,285.50                    |

# 1<sup>st</sup> Luton Sea Scouts -

|                                     |                   |  |                   |
|-------------------------------------|-------------------|--|-------------------|
| Badges                              | £981.20           |  | £690.50           |
| Activities                          | £3,742.04         |  | £3,189.70         |
| Nights Away                         | £10,133.05        |  | £8,279.39         |
| Equipment Purchase                  | £12,764.01        |  | £12,514.17        |
| Equipment Maintenance               | £2,720.90         |  | £7,640.96         |
| Sundry Expenses                     | £1,597.33         |  | £2,336.01         |
| Swimming                            | £ -               |  | £ -               |
| Training and Course Costs           | £1,704.11         |  | £3,553.11         |
| Fuel                                | £374.56           |  | £515.98           |
| Projects                            | £31,798.85        |  | £9,091.49         |
|                                     |                   |  |                   |
| <b>Total Receipt</b>                | <b>£79,365.14</b> |  | <b>£63,581.02</b> |
|                                     |                   |  |                   |
| <b>Net of receipts and payments</b> |                   |  | <b>£560.46</b>    |
|                                     |                   |  |                   |
| <b>Cash funds at last year end</b>  |                   |  | <b>£48,187.51</b> |
|                                     |                   |  |                   |
| <b>Cash funds at this year end</b>  |                   |  | <b>£48,747.97</b> |

# 1<sup>st</sup> Luton Sea Scouts -

## First Luton Sea Scout Group

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

|  | 30-Nov-23<br>Unrestricted<br>funds<br>£ | 30-Nov-22<br>Unrestricted<br>funds<br>£ |
|--|---|---|
| <b>Cash funds</b>                                    |   |   |
| Beavers and Cub Accounts                             | 674                                     | 181                                     |
| Equipment Fund Account                               | 1,079                                   | 1,896                                   |
| Group Account  | 5,439                                   | 15,310                                  |
| Group Development Account                            | 38,917                                  | 30,496                                  |
| Training Account                                     | 1,245                                   | 75                                      |
| Scout Troop Account                                  | 1,394                                   | 229                                     |
| <b>Total cash funds</b>                              | <b>48,748</b>                           | <b>48,187</b>                           |
| <b>Non monetary assets for<br/>charity's own use</b> |   |   |
| Boats and Boating Equipment      see<br>notes        | 40,669                                  | 43,618                                  |
| Other Equipment                                      | 27,379                                  | 27,379                                  |
| <b>Sub total</b>                                     | <b>68,048</b>                           | <b>70,997</b>                           |
| <b>Liabilities</b>                                   | -                                       |   |
| <b>Sub total</b>                                     | <b>-</b>                                | <b>-</b>                                |
| <b>Total net assets</b>                              | <b>116,796</b>                          | <b>119,184</b>                          |

# Minutes of 2023 AGM

Group Executive Meeting  
Date: Wednesday 19th April 2023  
Meeting to take place online- Zoom

## **Present:**

Allan Maher, Becky Maher, Jo Illsley Paddy Higgens, Scott Roberts, Sandy Rawstorne, Jenny Saunders, Dan Green, Gill Merrick, Helen Ayres Phil Jeffrey, Philipa Missenden, Mark Missenden, Terry Jones, Chriss Wells, Ian Jeffrey

### **1. Apologies for Absence**

Gareth Philips

### **2. Approval of the Minutes of the Previous Meeting**

The minutes of the previous meeting were approved.

### **3. Minutes of the previous AGM held on 20th April 2022**

### **4. Matters Arising from Minutes of Previous Meeting**

Nil

### **5. Section Meetings**

GSL- good to get back to normal scouting with WADs, pancake nights, getting on the water. Group numbers are stationary . squirrels being part of 1<sup>st</sup> Luton to be discussed in exec meetings. Adult support currently tricky with life changes. We will look into WAD support as we are opening up training for parents. And a big thanks you to everyone who support the group.

Beavers- no issues and numbers are up since COVID. Currently prepping for summer season.

Cubs- going well low on numbers, lost some from waiting list. Program varied 300+ badges and 9 chief scouts awarded. Looking forward to group camp in May

Scouts- lots of turnover but about 40 on the books. Over 200 badges awarded and working on chef scouts. Currently 2 young leaders and as a few have turned to adults. Moving the night from Monday is on debate. Good summer camp at Conon Chase with 25 leaders. Looking forward to year ahead

### **6. Treasurer's Report**

Successful year. Raised more beig back to normal. Spent more than in come due to planned projects and the group has a healthy balance and the projects was investing into the group.

### **7. Appointment of Auditors December 2022 to November 2023**

Proposed to remain with previous auditor 2021-2022.- all agreed

**8. Nomination of Group Chairman by GSL**

Scott Roberts nominated and accepted

**9. Election of Group Officers**

**Group Treasurer-** Jo Illsley nominated and accepted

**Group Secretary-** Dan Green nominated and accepted

No one opposed and no others were nominated or volunteered for the roles

**10. Group Executive for 2023/24**

**Nominations by GSL**

Nil

**Elected Members**

Philipa and Sandy accepts another year on the exec. It will be discussed with Paul if he wishes to continue on the Exec. No one opposed and no others were nominated or volunteered for the roles

**11. District Representative**

No representative present

**12. Any Notified Other Business**

13. Nil

**14. Any Other Business**

Some changes are coming from District. For example one being renamed from Exec to Trustee Board

**FIRST LUTON SEA SCOUT GROUP**

England & Wales - Charity number 300465

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# Accounts

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# First Luton Sea Scout Group

## 2023 Annual General Meeting

|                                     |           |
|-------------------------------------|-----------|
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| <b>Our Young People</b>             | <b>4</b>  |
| <b>Our Group Executive</b>          | <b>6</b>  |
| <b>Treasurer Report</b>             | <b>7</b>  |
| <b>Annual Accounts</b>              | <b>9</b>  |
| <b>Including: Trustees Report</b>   | <b>9</b>  |
| <b>Independent Examiners Report</b> | <b>11</b> |
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| <b>Minutes of 2022 AGM</b>          | <b>14</b> |

## GSL Introduction

Over the past 12 months, we have been able to 'push on' and really begin to develop our offer as we move further from the COVID pandemic. It has been really pleasing to see many of our normal activities starting once again, including the water activity days, training courses and nights away; many of these events are great for the young people and excellent fundraising opportunities for the group. We have been able to offer more spaces on our water activity days due to the new stand-up paddleboard activity, which we purchased the equipment for last year; it has been brilliant to see these getting so much use.

Membership within the group remains positive, with most sections being at capacity and maintaining small waiting lists, which help when children move between sections. Very few children leave our group when moving between sections, which shows that there is a great offer at each stage and that the movement is generally well planned and organised so that they feel safe and secure. Within each section, a strong and consistent group of adult leaders ensure that the programme is well-planned and enjoyable.

Adult support throughout the group continues to be a bit of a challenge. I know that many of our lives have changed since the pandemic, in terms of work arrangements and family commitments and this has made it more difficult for many to regularly volunteer. We have looked into ways to further overcome this, by being more flexible in how some are able to offer their time. Recently, we have also been able to engage with more of our parents by inviting them to our training courses, with the aim of developing a larger bank of skilled adults who can help at section meetings and water activity days. This has had a positive response so far and we have seen a few additional adults showing a desire to join the group as a result.

We have also been able to push on with some of our plans for further developing our meeting places. The renovations to Bowling Green Lane continue and it is looking great, with new flooring, a coat of paint and reorganisation of the end room. We hope that in time, this will mean that it can be used more regularly for hirings, bringing a regular income into the group. At Luton Hoo, plenty of work has taken place to develop the frontage to the lake and areas inside the boathouse. Again, this is looking fantastic in readiness for the new boating season.

All that leaves is for me to thank our fantastic team of volunteers. We are incredibly fortunate as a group to have such a diverse team of adults who offer so much for our young people. From those who are able to offer an hour or two on work weekends or water activity days, to those who run section meetings each and every week, they all provide an amazing service to so many. I would like to pass on my sincere thanks to every adult for this. I am really looking forward to seeing where we are able to get over the next 12 months!

Allan Maher  
Group Scout Leader

## Our Young People

At the time of the accounting year-end, the group had worked with in excess of 80 young people in 2022. These were made up of those in our Beaver Colony, Cub Pack and Scout Troop in addition to the nine Young Leaders, who provided regular support at section meetings.

The Young People were ably guided by the strong and highly effective adult leadership team within the group. We also took the opportunity during lockdown to ensure that all training requirements were met and that all adults had an up-to-date understanding of key issues, such as safety and Safeguarding.

### Beavers

The Beavers section as usual has been kept busy since the last AGM, we have maintained a steady number of children in the section and currently have 19 children.

We continue to have a reliable and dedicated group of leaders, who all bring different strengths and experiences to the section, the leader team comprises of 6 adult leaders and 2 young leaders, with a 3rd due to join us soon..

We have a varied programme, in the winter months while at BGL we focus on badge work and in the summer months while at Luton Hoo while we still focus on badges we also focus on being able to make use of a great outdoor space safely whether this be on or off the water.

Some of the things we have worked on have been our emergency aid badge, hobbies badge, health & fitness badge, creative badge, world challenge badge, experiment badge and the cook badge.

Since the last AGM we have awarded 159 badges.

Helen Ayres (Beaver Leader)

### Cubs

Cubs is currently running at 18 young people, 9 leaders and 3 young leaders. Our team has strength in depth and experience, and at present the team are able to run the section as a collective.

Our programme is varied taking advantage of our time both on and off the water and between both locations; we have awarded 383 badges since the last AGM and 9 Chief Scout Awards. As of writing 90% of the Cubs moving up to Scouts will achieve their Silver Scout Award. This year our cubs will join the rest of the group by attending the Group Camp.

Chris Wells (Cub Leader)

### Scouts

The Scouts are averaging 40 Scouts in the troop with 3 Young Leaders. Over the past 12 months we have issued over 200 badges, including 20 nights away badges and 30 Time on the water badges. The time on the water badges are because we are back on the water at the Hoo concentrating on Paddlesport, including our new Stand Up Paddleboards. We even tried to make boats out of cardboard boxes.

We had a great Summer camp in Cannock Chase, where we took part in lots of activities including, abseiling, archery, bouldering, Peddle karts, shooting, visits to Iron Bridge Museum and Drayton Manor and lots more.

# 1<sup>st</sup> Luton Sea Scouts -



We have also be out to the Aqua park at Box end, Orbital Trampoline park, night hikes, and have just competed in the Monopoly run around London with over 5000 other Scouts.

This year we are looking forward to our Group camp and Summer Camp which this year is in Lymington, where we will be sailing in the Solent.

Phil Jeffrey (Scout Leader)

## Our Group Executive

**Charity Commission Registration Number:** 300465

### Composition

At each AGM, the Group Executive for the following year is elected. The Executive is composed of a range of adults who have the skills and knowledge to help shape the strategic direction of the group and to support its aims.

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| <b>Secretary</b>                 | Dan Green                                  |
| <b>Treasurer</b>                 | Jo Illsley                                 |
| <b>Group Scout Leader</b>        | Allan Maher                                |
| <b>Section Leaders</b>           | Helen Ayres<br>Chris Wells<br>Phil Jeffrey |
| <b>Nominated Representatives</b> | Sandra Rawstorne<br>Paul Adcock            |
| <b>Elected Representatives</b>   | Phillipa Missenden                         |
| <b>Co-opted Representatives</b>  | Ian Jeffrey<br>(Quartermaster)             |

## Treasurer Report

We have had an exciting year as a group with being able to return to normal after the Coronavirus Pandemic. As a busy group, we have been able to begin fundraising events and water activity days which are key to help cover our regular outgoings and insurances to pay.

Again, we have raised sufficient funds to keep the group solvent during an exceedingly difficult period. However, like all charities, we continuously need to fundraise to cover the many costs that are not covered by the subscription payments. Fundraising is essential and we will continue to explore different methods of doing this in order to further develop our group's offer to provide the best possible Scouting to our young people.

We have a lot of equipment that continuously needs replacing and this year we have been able to slowly begin to the process again. This includes:

- Costs involving building maintenance, the repair of Bowling Green Lane HQ and the Boathouse at Luton Hoo.
- Equipment repair and maintenance including boats, helmets, buoyancy aids.
- The regular replacement of other equipment, including catering equipment and tents.

By slowly moving forward have managed to remain financially stable as a group as well as replacing the floor and decorating Bowling Green Lane which looks amazing as well as having the Hoo rewired. We look forward to a long spring and summer with lots of activities at Luton Hoo and hopefully some much needed fundraising along the way.

I would like to thank all the parents, children and all the leaders and helpers for supporting the group over the past year.

My thanks and best wishes to you all,

Jo Illsley  
Group Treasurer

## Annual Accounts

The Trustees present their Annual Report together with the independently examined accounts for the twelve months ended 30 November 2022.

The Charity's accounts are prepared on a Receipts and Payments basis.

### Objectives

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### Activities and achievements

The charity carries out a number of activities in order to fulfil its charitable objectives. In particular, 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
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- young people were selected for the Jamboree
- A number of Chief Scouts Awards were gained across all sections
- Which demonstrates the balanced programme the charity is providing to include a number of nights away.

# 1<sup>st</sup> Luton Sea Scouts -

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The Trustees consider that the level of reserves is appropriate in order to ensure that the charity is likely to be able to meet future costs, in particular in respect of equipment and site costs so that activities can continue. At the year end, the free reserves of the charity amounted to £48,187.

All funds of the charity are unrestricted in nature. The charity has no designated or restricted funds.

## **Financial Review**

The charity received income of £59,323 in the year and incurred expenditure of £79,365. This included £31,798 of expenditure on projects and £15,484 on equipment purchase and maintenance. The net decrease in cash for the year was £21,041.

At the year end, the charity held cash of £48,187 and tangible fixed assets comprising boating and other equipment of £70,997. This means that the total assets of the charity at the year-end stood at £119,184.

## **Governing Document**

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# 1<sup>st</sup> Luton Sea Scouts -

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The Group Scout Leader appoints the Chairman. The Secretary and Treasurer are automatically appointed.

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Scouts helps children and young adults reach their full potential. Scouts develop skills including teamwork, time management, leadership, initiative, planning, communication, self-motivation, cultural awareness and commitment. We help young people to get jobs, save lives and even change the world.

The Trustees are aware of the Charity Commissions guidance on public benefit and consider that the charitable objects fall well within the public benefit guidelines. In setting the charitable objectives, the charity has given due regard to the Charity Commission's guidance on public benefit. The trustees also regularly monitor the skills available to them as a trustee body and aim to seek new trustees where additional skills are needed.

## **Signed on behalf of the Trustees**

Mr Scott Roberts,  
Chairman

Date: 30th March 2023

# 1<sup>st</sup> Luton Sea Scouts -

## **Independent Examiner's Report to the Trustees of First Luton Sea Scout Group**

# 1<sup>st</sup> Luton Sea Scouts -

## Group Balance Sheet

LT700006 - Independent Examiner's Report to the Trustees (July 2019)

| Account                            | Funds at 1st December |
|------------------------------------|-----------------------|
| Group Account                      | £ 15,310.23           |
| Development Account                | £ 30,496.29           |
| Beaver Account                     | £ 81.85               |
| Cub Account                        | £ 98.78               |
| Scout Account                      | £ 228.98              |
| Equipment Account                  | £ 1,896.13            |
| Training Account                   | £ 75.25               |
| <b>Cash Funds at Last Year End</b> | <b>£ 48,187.51</b>    |

| Receipts                  |                    |
|---------------------------|--------------------|
| Year to Dec 2022          | Year to Dec 2023   |
| Activity Income           | £ 710.86           |
| Camp and Trip Deposits    | £ 10,899.61        |
| Donations and Fundraising | £ 1,866.01         |
| Gift Aid                  | £ 1,780.00         |
| Grants                    | £ 2,667.00         |
| Leisurewear and Uniform   | £ 655.00           |
| Subscriptions             | £ 19,991.97        |
| Sundry Income             | £ 1,329.04         |
| Training and Course Fees  | £ 1,833.90         |
| Water Activity Days       | £ 18,190.00        |
| <b>Total Income</b>       | <b>£ 59,323.39</b> |

| Payments                  |                    |
|---------------------------|--------------------|
| Year to Dec 2022          | Year to Dec 2023   |
| Membership Fees           | £ 4,730.50         |
| Insurances                | £ 5,804.93         |
| Utilities and Rates       | £ 1,641.20         |
| Fire Protection           | £ 207.96           |
| Cleaning Costs            | £ -                |
| Accountant Fees           | £ 250.00           |
| Leisurewear and Uniform   | £ 914.50           |
| Badges                    | £ 981.20           |
| Activities                | £ 3,742.04         |
| Nights Away               | £ 10,133.05        |
| Equipment Purchase        | £ 12,764.01        |
| Equipment Maintenance     | £ 2,720.90         |
| Sundry Expenses           | £ 1,597.33         |
| Swimming                  | £ -                |
| Training and Course Costs | £ 1,704.11         |
| Fuel                      | £ 374.56           |
| Projects                  | £ 31,798.85        |
| <b>Total Receipt</b>      | <b>£ 79,365.14</b> |

|                                     |               |
|-------------------------------------|---------------|
| <b>Net of receipts and payments</b> | £ (21,036.65) |
| <b>Cash funds at last year end</b>  | £ 48,187.51   |
| <b>Cash funds at this year end</b>  | £ 27,150.86   |

# 1<sup>st</sup> Luton Sea Scouts -

| <b>First Luton Sea Scout Group</b>                                |           |                           |                           |
|---|-----------|---------------------------|---------------------------|
| <b>Statement of assets and liabilities at the end of the year</b> |           |                           |                           |
|   |           | <b>30-Nov-22</b>          | <b>30-Nov-21</b>          |
|   |           | <b>Unrestricted funds</b> | <b>Unrestricted funds</b> |
|   |           | <b>£</b>                  | <b>£</b>                  |
| <b>Cash funds</b>   |           |                           |                           |
| Beavers and Cub Accounts  |           | 181                       | 623                       |
| Equipment Fund Account  |           | 1,896                     | 158                       |
| Group Account   |           | 15,310                    | 9,268                     |
| Group Development Account   |           | 30,496                    | 57,102                    |
| Training Account  |           | 75                        | 5                         |
| Scout Troop Account   |           | 229                       | 1,224                     |
| <b>Total cash funds</b>   |           | <b>48,187</b>             | <b>68,380</b>             |
| <b>Non monetary assets for charity's own use</b>                  |           |                           |                           |
| Boats and Boating Equipment                                       | see notes | 43,618                    | 40,832                    |
| Other Equipment   |           | 27,379                    | 27,379                    |
| <b>Sub total</b>  |           | <b>70,997</b>             | <b>68,211</b>             |
| <b>Liabilities</b>  |           |                           |                           |
| <b>Sub total</b>  |           | <b>-</b>                  | <b>-</b>                  |
| <b>Total net assets</b>   |           | <b>119,184</b>            | <b>136,591</b>            |

# Minutes of 2022 AGM

**First Luton Sea Scout Group  
Annual General Meeting  
of the  
Group Council  
Wednesday 20<sup>th</sup> April 2022  
(The meeting was held on on-line)**

The Chairman, Scott Roberts, welcomed everyone to the meeting and thanked them for their attendance.

There were 20 in attendance and their names are shown on the attached list at Appendix A.

## **1. Apologies for Absence:**

Apologies were received from:

Helen Ayres, Sandy Rawstone, Chris Wells, Gill Merrick, and Becky Maher.

(5)

## **2. Minutes of the previous AGM held on 14<sup>th</sup> April 2021:**

The minutes of the previous AGM held on 14<sup>th</sup> April 2021 had been distributed before the meeting. They were approved as an accurate record of the meeting.

## **3. Matters Arising:**

There were no matters arising.

## **4. Reports:**

**GSL:** An annual report had been circulated before the meeting and this included Section reports, the Group accounts and the minutes of the 2021 AGM.

The GSL thanked parents and leaders for their support of the Group during an another incredibly difficult year.

There were no questions regarding the Beaver Scout report, Cub Scout report or Scout report. The Cub Scout Leader (CSL) is now Chris Wells who took on the role in January 2022.

After the approval of the reports, the Chairman added his thanks to leaders and parents.

## **5. Presentation of Annual Accounts:**

The Annual Accounts, which had been approved by the Group Executive on 9<sup>th</sup> February 2022 were distributed before the meeting.

There were no questions, and the accounts were duly adopted.

The Treasurer was thanked for her prudence during a difficult year. Also, the GSL was thanked for applying for the grants which had been available to assist Groups financially during the lockdown.

The Chairman made a verbal presentation to the meeting on the short-term plans of the Group for the refurbishment or replacement of Group assets. The Group prepares a Medium-Term Financial Plan (MTFD).

This plan which forecasts expenditure on equipment and premises for the coming 10 years is prepared and budgeted. A request was made for a summary of the MTFD to be prepared and circulated.

#### **6. Appointment of Auditors 2021/2022:**

It was proposed by Scott Roberts and seconded by Jo Illsley that we appoint Mrs Kirstene Cutler to be our Independent Examiner for the financial year 2021/2022. The proposal was accepted unanimously by the AGM.

**Page 1 of 2**

--2--

#### **7. Nomination of Group Chairman by GSL:**

The GSL nominated Scott Roberts to be Group Chairman for the coming year. The nomination was approved.

#### **8. Election of Group Officers:**

There was no need to hold elections as there were no new nominations.

Jo Illsley will be Group Treasurer and Paddy Higgins will be Group Secretary.

Although the Secretary had expressed a wish to stand down at this AGM, he will remain in the post until he can be replaced. He will also retain the position of Charity Commission correspondent for the Group.

Both will be ex-officio members of the Group Executive.

#### **9. Group Executive:**

The Section Leaders, Helen Ayres (Beavers), Chris Wells (Cubs) and Philip Jeffrey (Scouts) have opted to be members of the Group Executive so will be ex-officio members.

There was not a need to hold elections.

The Group Executive for the coming year are:

Phillipa Missenden

Sandy Rawstone

Paul Abcock

Ian Jeffrey.

Total membership of the Group Executive will be 11 including the Chairman & GSL. Further members will be co-opted by the Executive as required.

Thanks were expressed to those members of the previous Executive who were standing down: Rhys Lewis, Harry Matthews, Lisa Conran, Scott Spilsbury and especially Terry Jones.

Terry has served many years with the Group as a leader and member of the Executive. Terry will continue to serve as an officer with the Group.

#### **10. Any Other Business:**

- A question was asked concerning membership of the Group. At present there are 19 Beaver Scouts in the Colony which is not quite full. The Cub Pack has 25 members and is full. Membership of the Troop is almost at the limit of 40.
- Funding for equipment is raised from the Water Activity Days (WAD) which rely on instructors and helpers from inside and outside of the Group. Water activity permits are needed by those adults leading the various activities and the Group runs courses for these permits. However, over the past two years of lockdown it has not been possible to run training courses and adults have either not renewed their permits or moved away. Training has now re-started.

The meeting closed at 8.20 pm.

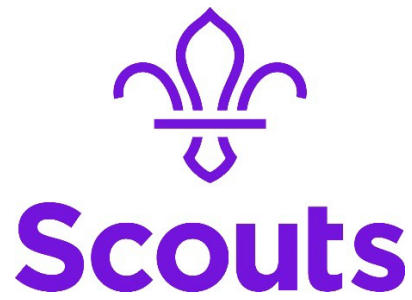
**FIRST LUTON SEA SCOUT GROUP**

England & Wales - Charity number 300465

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# Accounts

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# **First Luton Sea Scout Group**

## **2022 Annual General Meeting**

|                                     |           |
|-------------------------------------|-----------|
| <b>GSL Introduction</b>             | <b>3</b>  |
| <b>Our Young People</b>             | <b>4</b>  |
| <b>Our Group Executive</b>          | <b>7</b>  |
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| <b>Including: Trustees Report</b>   | <b>9</b>  |
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## GSL Introduction

The past 12 months has been a time to 'steady the ship' (excuse the pun!) after what has been a very turbulent time. It came as no surprise to us that our membership numbers dropped during lockdown, particularly with our younger age groups. This obviously has an impact on the type of activities we are able to do, but also financially as fewer children mean that our income is lower. This could have caused issues for our group had it not been for clear and careful planning from our Exec and Treasurer.

However, as restrictions have eased, we have seen numbers increase once again to the point that we are now almost full again in each section. It is brilliant to see the children together again, learning, achieving and having fun on a regular basis. Over the past year, we have also been able to continue to establish the adult leadership team and are delighted that Chris Wells has agreed to take on the Cub Leader role. It has been nice to see increased communication to parents and a new structure to the evenings being put into place which will benefit all of the children. Sections are now beginning to plan for an exciting summer, with a range of activities and overnight stays in the pipeline!

As we have been surer of our longer-term financial position, we have been able to begin planning the next 'big' projects that we will carry out as a group. The group has recently purchased a set of Stand-Up Paddleboards and we are looking forward to these being included within our programme over the summer. Stand-up Paddleboarding is the fastest-growing water sport in the UK and is something that has health and wellbeing benefits so we are looking forward to it being part of our offer. We are now looking at developing the range of kayaks the group owns, particularly those for instructors. Over the next 6 months, we hope to be able to renew some of our buoyancy aids to ensure that we continue to offer activities in the safest way possible. We have also been able to make some developments to our buildings, with our Luton Hoo boathouse having undergone a complete electrical rewiring over the winter and a security and CCTV system being installed. A team of adults have also replaced the timber on our jetties with a new composite surfacing, meaning that they should last for a much longer period of time. We also have plans in place to carry out significant works at Bowling Green Lane over the summer to improve the aesthetic of the building and make it a better space for our members.

As we look forward, hoping that we can begin to put the worst of this pandemic behind us, we have lots to look forward to. However, it is also worth taking a moment to show our thanks to our amazing adult leadership team; those who have continued to volunteer week in, week out, through some very challenging times, to offer the best for our children and young people. It is this sense of community that makes our group so special and one which I'm sure will continue to grow over the next year. Thank you.

Allan Maher  
Group Scout Leader

## Our Young People

At the time of the accounting year-end, the group had worked with 70 young people in 2021. These were made up of those in our Beaver Colony, Cub Pack and Scout Troop in addition to the nine Young Leaders, who provided regular support at section meetings.

The Young People were ably guided by the strong and highly effective adult leadership team within the group. We also took the opportunity during lockdown to ensure that all training requirements were met and that all adults had an up-to-date understanding of key issues, such as safety and Safeguarding.

### Beavers

2021 proved to be a challenge again, starting off with us returning to zoom meetings but we ploughed through and luckily it wasn't long before we were able to finally meet face to face, with an extended stay at Luton Hoo which the kids loved, we focused on badge work that could be done involving the outside, such as our outdoor challenge and doing a fake camp that allowed the kids to earn their camp craft badge. As 2021 came to an end it was lovely to be able to meet back indoors at BGL and ending an eventful year with a long overdue beaver Christmas party. As 2022 started we all looked forward to life returning to normal, beavers returned to face to face meets at BGL, but we soon realised that the past 2 years had really affected our numbers and for the first time in a very long time we only had 16 kids attending, this was going to become even less with 3 due to move up, we decided to run a bring a friend night, it proved very successful and we now currently have 19 children in the section.

Helen Ayres (Beaver Leader)

### Cubs

2021 was a year of transition for the cubs. Rhys and Harry continued throughout Lockdown until face-to-face meetings were again possible; there was limited use of the facilities at the Hoo due to the pandemic and the government rules in place. After originally taking the roles as Section Leaders on a temporary basis, Rhys & Harry decided that they would step away as of 31st December and Chris Wells took over as Section Leader.

2022 has been a busy period to date and we have been putting some structures in place that were difficult to manage during the Lockdown period. There was a large number of Cubs that were not invested, but with the support of Allan we invested twelve in one go, and we introduced some new features to promote uniformity to the pack. Seven children were invited from the waiting list, which has increased our numbers to twenty-five, which will be our max capacity. We have maintained our leader numbers with eight adults showing a willingness to attend regularly, and all providing a good variety of skills. We continue to ensure our programme is varied with the aim of ensuring all our cubs earn their Chief Scout Silver Award, and we look forward to hosting a Cub Camp towards the end of May.

Chris Wells (Cub Leader)

# 1<sup>st</sup> Luton Sea Scouts - AGM



## Scouts

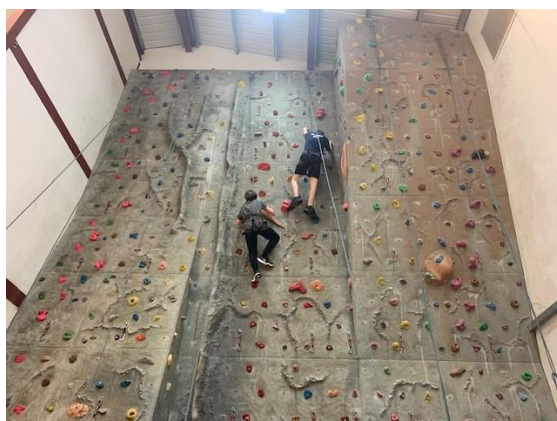
After a strange start to the year with Scouts meeting online on Zoom calls, we finally got to meet face to face at our Boathouse at Luton Hoo in the summer. Fortunately, the numbers in the Troop remained good and we didn't lose too many Scouts during the lockdown period. It was great to see so many of the troop joining us online each week and even better to see the Scouts return to some form of normality at the Hoo.

Over the summer months we got on the water as much as possible. In 2021 we ran rowing, kayaking, canoeing and sailing sessions at Luton Hoo which all lead to a water-based Summer Camp at Grafham Water.

Summer Camp was a little different, with everyone taking Lateral flow tests socially distancing, but this didn't stop us from having a great time. The Scouts expanded on their Sailing and paddling skills with everyone achieving Scouts badges in paddlesport and/or sailing.



Some of the other activities we did at summer camp were climbing and high ropes, archery, Mountain biking, Laser tag and Aqua splash park.



# 1<sup>st</sup> Luton Sea Scouts - AGM



At the beginning of 2022 a group of 20 Scouts jumped onto the train and headed to London to play the Monopoly run. We spent the day travelling around the city to as many Monopoly locations as possible and doing various tasks.



2022 is shaping up to be another full fun packed year which we are all looking forward to.

Phil Jeffrey (Scout Leader)

## Our Group Executive

Charity Commission Registration Number: 300465

### Composition

At each AGM, the Group Executive for the following year is elected. The Executive is composed of a range of adults who have the skills and knowledge to help shape the strategic direction of the group and to support its aims.

In 2021, the Group Executive was made up of the following:

|                                  |   |
|----------------------------------|---|
| <b>Chair</b>                     | Scott Roberts   |
| <b>Secretary</b>                 | Paddy Higgens   |
| <b>Treasurer</b>                 | Jo Illsley  |
| <b>Group Scout Leader</b>        | Allan Maher   |
| <b>Section Leaders</b>           | Helen Ayres<br>Rhys Lewis<br>Harry Matthews<br>Phil Jeffrey |
| <b>Nominated Representatives</b> | Sandra Rawstorne<br>Scott Spilsbury<br>Lisa Conran          |
| <b>Elected Representatives</b>   | Terry Jones   |
| <b>Co-opted Representatives</b>  | Ian Jeffrey (Quartermaster)                                 |

## Treasurer Report

We have had another interesting year and are beginning to get the group back to normal after the Coronavirus Pandemic. As a busy group, we were unable to hold any fundraising events or water activity days again this year and yet still had all the regular outgoings and insurances to pay.

Fortunately, because of previous fundraising activities, a number of COVID-relief grants from local and national government, and the receipt of Gift Aid from HMRC, we have raised sufficient funds to keep the group solvent during an exceedingly difficult period. However, like all charities, we continuously need to fundraise to cover the many costs that are not covered by the subscription payments. Fundraising is essential and we will continue to explore different methods of doing this in order to further develop our group's offer to provide the best possible Scouting to our young people.

We have a lot of equipment that continuously needs replacing, but this has all had to be put on hold over the past year. This includes:

- Costs involving building maintenance, the repair of Bowling Green Lane HQ and the Boathouse at Luton Hoo.
- Equipment repair and maintenance including boats, helmets, buoyancy aids.
- The regular replacement of other equipment, including catering equipment and tents.

By putting these things on hold, we have managed to remain financially stable as a group. With the ease of lockdown starting to happen, we are extremely excited to welcome all the children back and look forward to a long spring and summer with lots of activities at Luton Hoo and hopefully some much needed fundraising along the way.

I would like to thank all the parents, children and all the leaders and helpers for supporting the group over the past year, as without you all, we may not have had a group to come back too.

My thanks and best wishes to you all,

Jo Illsley  
Group Treasurer

# 1<sup>st</sup> Luton Sea Scouts - AGM

## Annual Accounts

The Trustees present their Annual Report together with the independently examined accounts for the twelve months ended 30 November 2021.

The Charity's accounts are prepared on a Receipts and Payments basis.

### Objectives

The Purpose of 1st Luton Sea Scouts is to continue the work of the worldwide Scouting movement which is to actively engage and support young people in their personal development, empowering them to make a positive contribution to society and to provide them with water-based skills.

### Activities and achievements

The charity carries out a number of activities in order to fulfil its charitable objectives. In particular, 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 main achievements during the year are considered to be:

- Admiralty
- young people were selected for the Jamboree
- A number of Chief Scouts Awards were gained across all sections
- Which demonstrates the balanced programme the charity is providing to include a number of nights away.

### Covid-19

Many of the Groups standard activities were significantly affected during the 2021 year due to the COVID pandemic. All face-to-face activity was prohibited for much of the year, meaning that programme delivery happened largely virtually. The group continued to offer these sessions throughout this time, with whole group activities also offered on a number of occasions.

The pandemic also meant that many of the group's usual fundraising activities, such as the County Water Activity Days, were not able to take place. This had a large impact on the group's ability to fundraise and led to a much lower income for the year. The impact of this on the group's accounts was minimised through a number of local government and charitable grants in addition to lower levels of expenditure in many areas, including the maintenance and provision of new equipment.

# 1<sup>st</sup> Luton Sea Scouts - AGM

## **Reserves**

1st Luton Sea Scout Group holds reserves in accounts that earmark the use of those funds. The Group current account holds sufficient to cover the running costs for one year. The Group Development Fund account is used for developing the Group's Buildings. The Training Fund account is used to manage training revenues received and for making payments to coaches and instructors for our own Group training.

Surpluses are then transferred to the Equipment Fund. The Equipment Fund account is used to maintain and replaces boats and other relevant equipment.

The level of reserve for the Group Development fund and the Equipment fund will vary from year to year depending on planned scheduled or replacement expenditure required on repairing and replacing equipment and buildings over several years.

The Trustees consider that the level of reserves is appropriate in order to ensure that the charity is likely to be able to meet future costs, in particular in respect of equipment and site costs so that activities can continue. At the year end, the free reserves of the charity amounted to £68,379.26

All funds of the charity are unrestricted in nature. The charity has no designated or restricted funds.

## **Financial Review**

The charity received income of £60,153.86 in the year and incurred expenditure of £36,497.80 This included £7,349.92 of expenditure on projects and £6,434.31 on equipment purchase and maintenance. The net increase in cash for the year was £23,696.06

At the year end, the charity held cash of £68,379.26 and tangible fixed assets comprising boating and other equipment of £68,211. This means that the total assets of the charity at the year-end stood at £136,591.

## **Governing Document**

Policy, Organisation and Rules (POR) defines the structure of Scouting in the United Kingdom, the Channel Islands and the Isle of Man and provides information about its management and training.

The Scout Association is a national charity and exists by authority of a Royal Charter granted in 1912 and supplemented by further charters granted by King George V and Queen Elizabeth II. It was founded in 1907. With a membership of over 618,000 young people and adult leaders, it is the largest co-educational youth movement in the UK.

Scouting activity is delivered through around 8,000 community-based Scout Groups nationwide (all independent charities in their own right).

# 1<sup>st</sup> Luton Sea Scouts - AGM

## **Trustees**

The trustees of the group are appointed at the Annual General Meeting in line with the rules and requirements of the Scout Association.

The Group Scout Leader appoints the Chairman. The Secretary and Treasurer are automatically appointed.

## **Public Benefit**

We are the UK's biggest mixed youth organisation. We change lives by offering 6 to 25-year-olds fun and challenging activities, unique experiences, everyday adventure and the chance to help others so that we make a positive impact in communities and teach them about good citizenship. Scouts helps children and young adults reach their full potential. Scouts develop skills including teamwork, time management, leadership, initiative, planning, communication, self-motivation, cultural awareness and commitment. We help young people to get jobs, save lives and even change the world.

The Trustees are aware of the Charity Commissions guidance on public benefit and consider that the charitable objects fall well within the public benefit guidelines. In setting the charitable objectives, the charity has given due regard to the Charity Commission's guidance on public benefit. The trustees also regularly monitor the skills available to them as a trustee body and aim to seek new trustees where additional skills are needed.

## **Signed on behalf of the Trustees**

Mr Scott Roberts,  
Chairman

Date: 30th March 2021

# 1<sup>st</sup> Luton Sea Scouts - AGM

## Independent Examiner's Report to the Trustees of First Luton Sea Scout Group

LT700006 - Independent Examiner's Report to the Trustees (July 2019)

### Independent examiner's report to the trustees of First Luton Sea Scout Group Scout Council

I report to the trustees on my examination of the accounts of the **First Luton Sea Scout Group** for the year ended 30<sup>th</sup> November 2021

### Responsibilities and basis of report

As the charity trustees of the **First Luton Sea 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 **First Luton Sea 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 **First Luton Sea Scout Group** 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: Kirstene Cutler

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

Address: 14 Old Rectory Close, Harpenden, AL5 2UD

Date: 15/1/2022

# 1<sup>st</sup> Luton Sea Scouts - AGM

## First Luton Sea Scout Group

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

|  | 30-Nov-21<br>Unrestricted<br>funds | 30-Nov-20<br>Unrestricted<br>funds |
|--|------------------------------------|------------------------------------|
|  | £                                  | £                                  |
| <b>Cash funds</b>                                |                                    |                                    |
| Beavers and Cub Accounts                         | 623                                | 275                                |
| Equipment Fund Account                           | 158                                | 1,339                              |
| Group Account                                    | 9,268                              | 8,655                              |
| Group Development Account                        | 57,102                             | 34,191                             |
| Training Account                                 | 5                                  | 213                                |
| Scout Troop Account                              | 1,224                              | 50                                 |
| <b>Total cash funds</b>                          | <b>68,380</b>                      | <b>44,723</b>                      |
| <b>Non monetary assets for charity's own use</b> |                                    |                                    |
| Boats and Boating Equipment                      | 40,832                             | 48,038                             |
| Other Equipment                                  | 27,379                             | 32,211                             |
| <b>Sub total</b>                                 | <b>68,211</b>                      | <b>80,249</b>                      |
| <b>Liabilities</b>                               | -                                  |                                    |
| <b>Sub total</b>                                 | -                                  | -                                  |
| <b>Total net assets</b>                          | <b>136,591</b>                     | <b>124,972</b>                     |

The above receipts and payments account and statement of assets and liabilities were

Signature

|  |
|--|
|  |
|--|

Print Name

|           |
|-----------|
| Chair     |
| Treasurer |

# 1<sup>st</sup> Luton Sea Scouts - AGM

Restated .

## Group Balance Sheet

| Account                            | Funds at 1st December |
|------------------------------------|-----------------------|
| Group Account                      | £ 8,654.92            |
| Development Account                | £ 34,191.37           |
| Beaver Account                     | £ 221.37              |
| Cub Account                        | £ 53.86               |
| Scout Account                      | £ 49.82               |
| Equipment Account                  | £ 1,338.66            |
| Training Account                   | £ 213.20              |
| <b>Cash Funds at Last Year End</b> | <b>£ 44,723.20</b>    |

## Receipts

|                           | Year to Dec 2020   | Year to Dec 2021   |
|---------------------------|--------------------|--------------------|
| Activity Income           | £ 1,620.00         | £ 170.38           |
| Comp and Trip Deposits    | £ 5.00             | £ 7,911.82         |
| Donations and Fundraising | £ 4,370.00         | £ 6,090.00         |
| Gift Aid                  | £ -                | £ 4,031.79         |
| Grants                    | £ 14,825.00        | £ 28,055.61        |
| Leisurewear and Uniform   | £ 198.00           | £ 506.36           |
| Subscriptions             | £ 14,881.00        | £ 13,339.61        |
| Sundry Income             | £ 569.00           | £ -                |
| Training and Course Fees  | £ -                | £ 48.29            |
| Water Activity Days       | £ -                | £ -                |
| <b>Total Income</b>       | <b>£ 36,468.00</b> | <b>£ 60,153.86</b> |

## Payments

|                           | Year to Dec 2020   | Year to Dec 2021   |
|---------------------------|--------------------|--------------------|
| Membership Fees           | £ 5,290.00         | £ 4,478.29         |
| Insurances                | £ 5,202.00         | £ 5,299.49         |
| Utilities and Rates       | £ 896.00           | £ 674.39           |
| Fire Protection           | £ -                | £ 436.56           |
| Cleaning Costs            | £ 293.00           | £ -                |
| Accountant Fees           | £ 840.00           | £ 840.00           |
| Leisurewear and Uniform   | £ 764.00           | £ 994.90           |
| Badges                    | £ -                | £ 399.34           |
| Activities                | £ 1,967.00         | £ 4,581.54         |
| Nights Away               | £ 100.00           | £ 3,510.84         |
| Equipment Purchase        | £ 9,068.00         | £ 1,495.02         |
| Equipment Maintenance     | £ 19,313.00        | £ 4,939.29         |
| Sundry Expenses           | £ 961.00           | £ 626.20           |
| Swimming                  | £ 1,020.00         | £ -                |
| Training and Course Costs | £ 648.00           | £ 518.49           |
| Fuel                      | £ -                | £ 353.53           |
| Projects                  | £ -                | £ 7,349.92         |
| <b>Total Payments</b>     | <b>£ 46,362.00</b> | <b>£ 36,497.80</b> |

## Net of receipts and payments

£ 23,656.06

## Cash funds at last year end

£ 44,723.20

## Cash funds at this year end

£ 68,379.26

# Minutes of 2021 AGM

First Luton Sea Scout Group  
Annual General Meeting

of the  
Group Council  
Wednesday 14 th April 2021

(Due to Covid-19 restrictions the meeting was held on Zoom)

The Chairman, Steve Morris, welcomed everyone to the meeting.  
There were 24 in attendance and their names are shown on the attached list at Appendix A.

1. Apologies for Absence:  
Apologies were received from:

Gill Merrick & Christa Jeffrey (2)

2. Minutes of the previous AGM held on 11 th March 2020:  
The minutes of the previous AGM held on 11 th March 2020 had been distributed before the meeting.  
They were approved as an accurate record.

3. Matters Arising:  
It was confirmed that the change to the Financial Year of the Group had gone smoothly.

4. Reports:  
GSL: An annual report had been circulated before the meeting and this included Section reports, the Group accounts and the minutes of the 2020 AGM.  
The GSL thanked parents and leaders for their support of the Group during an incredibly difficult year.  
There were no further questions.  
Beaver Scouts: The Beavers are planning to restart face-to-face meetings at the Hoo on 22 nd April.  
Cub Scouts: Cubs started meeting at the Hoo on 13 th April.  
Scouts: Over the past year membership of the Troop has dropped mainly to Scouts reaching 14 years of age. However, eight Cubs joined the Troop at the first outdoor meeting at the Hoo on 9 th April.  
Membership of the Troop is now a little over 30 children.  
After the approval of the reports, the Chairman added his thanks to leaders and parents.

#### 5. Presentation of Annual Accounts:

The Annual Accounts, which had been approved by the Group Executive on 10 th March 2021 were distributed before the meeting.

It was reported that the Group was in a healthy financial position.

There were no questions, and the accounts were duly adopted.

#### 6. Appointment of Auditors 2020/2021:

At the Group Executive meeting held on 10 th March 2021, it was noted that the Auditors appointed at previous AGMs had taken a considerable time to provide the accounts following the year end. It had been agreed by the Executive that the Group seek a satisfactory replacement. This task was given to the GSL and Treasurer.

Enquiries have been made and the GSL proposed that we appoint Mrs. Kirstene Cutler to

Independently Examine our accounts at year end. The lady, who is an accountant, does a considerable amount of financial work for schools in Hertfordshire.

It was proposed by Jo Illsley and seconded by Scott Roberts that we appoint Mrs. Cutler to be our Independent Examiner for the coming year. The proposal was accepted unanimously.

#### 7. Nomination of Group Chairman by GSL:

After several years in the position Steve Morris had decided to stand down as Group Chairman. He was

thanked for his support and assistance to the Group.

The GSL nominated Scott Roberts to be Group Chairman for the coming year.

The nomination was approved.

#### 8. Election of Group Officers:

There was no need to hold an election as there were no new nominations.

This means that Jo Illsley will remain as Group Treasurer and Paddy Higgens will remain as Group

Secretary.

Both will be ex-officio members of the Group Executive.

#### 9. Group Executive:

The Section Leaders, Helen Ayres (Beavers) and Philip Jeffrey (Scouts) have opted to be members of the Group Executive so will also stand as ex-officio members.

Nominated by the GSL are:

Sandra Rawstone: Scott Spilsbury:

Elected Members:

There was not a need to hold an election:

Lisa Conran: Harry Matthews:

Terry Jones: Rhys Lewis:

Co-opted Members:

Ian Jeffrey (Quartermaster)

Total membership of the Group Executive will be 13 including the Chairman & GSL. Further members will be co-opted by the Executive as required.

10. District Representative:

The District Chairman, Rex Horton, had planned to attend the meeting but was unable to gain access to Zoom. However, he did send an email to the Secretary and in which he made the following statement:

Thank you to the Group for all that it does to give our young people good Scouting and plenty of fun throughout the year. Also, all the challenges you have overcome through 2020: well done!

11. Any Notified Other Business:

There were no notified items of AOB.

The meeting closed at 8.00 pm.

Chairman.....

Date.....

Appendix A

First Luton Sea Scout Group  
AGM of the Group Council  
Wednesday 14 th April 2021  
(this meeting was held on Zoom)

List of Attendees.

There were 24 persons in attendance and 2 Apologies for Absence.

Trevor Sharp Gareth Philips  
Allan Maher Philip Jeffrey  
Harry Matthews Andy Conran  
Sandy Rawstorne Lisa Conran  
Brett Jeffrey Steve Morris  
Terry Jones Juliette Barker  
Ian Jeffrey Elaine Whaley  
Wendy Wilmott Sam Whaley  
Jo Illsley Carrie-Anne Scott  
Scott Spilsbury Paddy Higgens  
Chris Wells Becky Maher  
Neil Walcuch Rhys Lewis

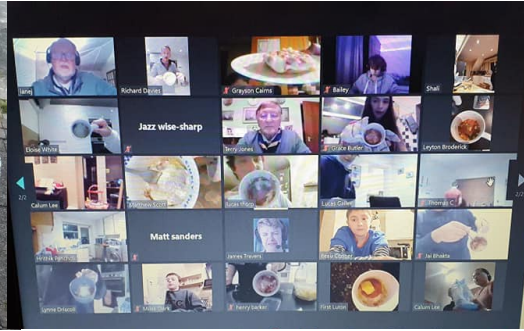
**FIRST LUTON SEA SCOUT GROUP**

England & Wales - Charity number 300465

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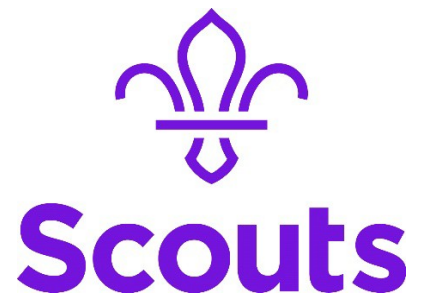
# Accounts

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# **1<sup>st</sup> Luton Sea Scout Group**

## **2021 Annual General Meeting**



|                                     |           |
|-------------------------------------|-----------|
| <b>GSL Introduction</b>             | <b>3</b>  |
| <b>Our Young People</b>             | <b>5</b>  |
| <b>Our Group Executive</b>          | <b>6</b>  |
| <b>Treasurer Report</b>             | <b>7</b>  |
| <b>Annual Accounts</b>              | <b>8</b>  |
| <b>Including: Trustees Report</b>   | <b>8</b>  |
| <b>Independent Examiners Report</b> | <b>11</b> |
| <b>Full Audited Accounts</b>        | <b>12</b> |
| <b>Minutes of 2019 AGM</b>          | <b>14</b> |

## GSL Introduction

The last 12 months have been remarkable in so many ways. When we were informed of the national lockdown due to the Covid pandemic last March, few of us believed that it would be the start of a period where, in the last year, we have only met face-to-face on a very limited number of occasions. This time has shown us more than ever the true benefits of scouting, including seeing friends and spending time together learning and developing in the outdoors.

Last March, with very little warning, we had to totally rethink how scouting happened. The Scout Association has been in existence since 1908 but at no time has the way that we function had to change so much and so quickly. Almost overnight, our leadership team had to work out a new way of working without the need to meet face-to-face; I'm sure we all agree that they have done an amazing job. Over the past twelve months, our group has continued to offer weekly sessions which have still included our core programme - rethought and remapped to remain effective. This has led, in the last few weeks, to a few Chief Scout Awards being achieved within the group; a fantastic achievement considering the circumstance. As time has gone on, we have also seen greater levels of creativity and diversity in our offer, with sections delivering packs of resources for sessions and online 'visits' from experts such as reptile specialists and the RNLI. The scouts have even begun online games nights using a range of platforms to challenge each other. In having such creative and well-established teams, we have maintained our offer and therefore many of the young people who continue to enjoy their scouting.

Earlier in the year, we were lucky enough to access a grant which allowed us to purchase a number of electronic devices. These were loaned to members of the group and helped them to access our sessions throughout the recent situation.

As we expected, and following the national trend, some young people have decided not to continue with scouting in the current context; online is not for all, which is fine. This has led to smaller section sizes than we have been used to which, in turn, has affected our income. We do, however, hope that as things begin to return to a 'normal', our numbers will quickly recover; we have a small waiting list and I'm sure there will be a lot of people looking to get their children out and involved.

Over the past year, we have also been able to spend time developing our adult leadership teams. At the start of last year, we only had one adult leader in cubs however we now have a team of seven, who have all taken on different roles to support the section. This has led to a much greater sharing of responsibilities and a number of new ideas being employed. Across the group, all adults have now completed basic training, in line with a number of changes that were made by HQ in September. To reflect some of these changes, we have also created a Group Positive Behaviour Policy which focuses on getting the best out of our young people at all times. This has been shared with all parents and will be fully implemented in the coming months.

I believe that the last year has been an excellent demonstration of what scouting is about. When the world seemed to be a very scary place, people pulled together, going the extra mile to ensure that no



# 1<sup>st</sup> Luton Sea Scouts - AGM



one was left behind. We diversified; moving online and completely changing our approach, all to make sure that could continue to access scouting. For some, scouting was a lifeline; the only time that they could see others in a social context.

Throughout this time, our leaders were amazing, doing everything that they could to ensure that our group continued as strongly as we are used to. I would like to personally thank them all. Also, to our Executive who have continued to steer our organisation through some of the most perilous times that have been known to the charity sector.

The current situation looks much more positive than it has for many months. In the coming weeks, sections will begin to meet again at Luton Hoo and, with warmer weather on the horizon, we hope to have a long and productive summer together.

We look forward to seeing you all again soon.

Allan Maher  
Group Scout Leader



## Our Young People

At the time of the accounting year-end, the group had worked with 86 young people in 2020. These were made up of those in our Beaver Colony, Cub Pack and Scout Troop in addition to the nine Young Leaders, who provided regular support at section meetings.

The Young People were ably guided by the strong and highly effective adult leadership team within the group. During the year, a number of adults joined our cub team, helping to organise and run the programme. We also took the opportunity during lockdown to ensure that all training requirements were met and that all adults had an up-to-date understanding of key issues, such as safety and Safeguarding.

### Beavers

It's been a strange year and has presented us with a number of challenges, most notably in finding ways of how to run weekly meetings online. With the help of Zoom, we have successfully been able to run a range of activities. During the first few months, we focused on what badges could be worked on virtually, and it has been lovely to see the children join us online and all participating so well. A particular highlight was making mug cakes, which was enjoyed by all. We've had a number of sessions where external people have been engaged to run sessions, including a magic show and a reptile talk. In the last few months, we have created craft packs, which have been delivered to each Beaver to provide them with resources to make things together during our weekly sessions. This has proved very popular!

Helen Ayres (Beaver Leader)

### Cubs

With this very strange year, we have still been up to lots of exciting and educational activities and have taken steps to adapt the programme so that it is suitable for online sessions. An example of this is our Chinese New Year craft and culture night, as well as learning about reptiles, seeing magic tricks and participating in many quizzes! We have also focussed on many badges which contribute to the Chief Scout Silver award. As restrictions allowed, we were lucky enough to have 2 face-to-face sessions at Luton Hoo in October, which went well as we worked on our astronomer's badge. We are excited and keen to get back outdoors soon!

Rhys Lewis and Harry Matthews (Cub Assistant Section Leaders)

### Scouts

The last 12 months have been very different to our normal Scout meetings. Zoom meetings have become the norm and it has been challenging to keep the meetings interesting and exciting. We have completed a few badges and managed to complete some of the activities for our core Challenge badges. We have also had some fun nights cooking online, playing games, having quizzes and the scouts have introduced the Leaders to the online game "Among Us". We have had online visits from the RNLI, and we have learnt some sign language. It has been great to see the Scouts online each week.

We had a brief period when we managed some face-to-face meetings at the Hoo. We did some basic Scouting, including fire lighting and backwoods cooking and we also managed to get one day on the water. Hopefully this year we will be back on the water and even have our Summer Camp in August.

Phil Jeffrey (Scout Leader)

## Our Group Executive

Charity Commission Registration Number: 300465

### Composition

At each AGM, the Group Executive for the following year is elected. The Executive is composed of a range of adults who have the skills and knowledge to help shape the strategic direction of the group and to support its aims.

In 2020, the Group Executive was made up of the following:

|                                  |  |
|----------------------------------|--|
| <b>Chair</b>                     | Steve Morris   |
| <b>Secretary</b>                 | Paddy Higgens  |
| <b>Treasurer</b>                 | Jo Illsley   |
| <b>Group Scout Leader</b>        | Allan Maher  |
| <b>Section Leaders</b>           | Helen Ayres<br>Nicky Marshall (to August 2020)<br>Phil Jeffrey                     |
| <b>Nominated Representatives</b> | Rhys Lewis<br>Harry Matthews<br>Sandra Rawstorne<br>Scott Spilsbury<br>Lisa Conran |
| <b>Elected Representatives</b>   | Terry Jones<br>Gareth Philips<br>Scott Roberts                                     |
| <b>Co-opted Representatives</b>  | Ian Jeffrey (Quartermaster)  |

## Treasurer Report

We have had an interesting year and have been affected financially by the Coronavirus Pandemic. As an executive, we decided to reduce subs in order to support the financial burden on our families. This halved our monthly income. In addition, we were unable to hold any fundraising events or water activity days and yet still had all the regular outgoings and insurances to pay.

Fortunately, because of previous fundraising activities, a number of COVID-relief grants from local and national government, and the receipt of Gift Aid from HMRC, we have raised sufficient funds to keep the group solvent during an exceedingly difficult period. However, like all charities, we continuously need to fundraise to cover the many costs that are not covered by the subscription payments. Fundraising is essential and we will continue to explore different methods of doing this in order to further develop our group's offer to provide the best possible scouting to our young people.

We have a lot of equipment that continuously needs replacing, but this has all had to be put on hold over the past year. This includes:

- Costs involving building maintenance, the repair of Bowling Green Lane HQ and the Boathouse at Luton Hoo.
- Equipment repair and maintenance including boats, helmets, buoyancy aids.
- The regular replacement of other equipment, including catering equipment and tents.

By putting these things on hold, we have remained financially stable as a group.

With the ease of lockdown on the horizon, we are extremely excited to welcome all the children back and look forward to a long spring and summer with lots of activities at Luton Hoo and hopefully some much needed fundraising along the way.

I would like to thank all the parents, children and all the leaders and helpers for supporting the group over the past year, as without you all, we may not have had a group to come back too.

My thanks and best wishes to you all,

Jo Illsley  
Group Treasurer

# 1<sup>st</sup> Luton Sea Scouts - AGM

## Annual Accounts

The Trustees present their Annual Report together with the independently examined accounts for the twelve months ended 30 November 2020.

The Charity's accounts are prepared on a Receipts and Payments basis.

### Objectives

The Purpose of 1st Luton Sea Scouts is to continue the work of the worldwide scouting movement which is to actively engage and support young people in their personal development, empowering them to make a positive contribution to society and to provide them with water-based skills.

### Activities and achievements

The charity carries out a number of activities in order to fulfil its charitable objectives. In particular, 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 main achievements during the year are considered to be:

- admiralty
- young people were selected for the jamboree
- A number of Chief Scouts Awards were gained across all sections
- Which demonstrates the balanced programme the charity is providing to include a number of nights away.

### Covid-19

Many of the Groups standard activities were significantly affected during the 2020 year due to the COVID pandemic. All face-to-face activity was prohibited for much of the year, meaning that programme delivery happened largely virtually. The group continued to offer these sessions throughout this time, with whole group activities also offered on a number of occasions.

The pandemic also meant that many of the group's usual fundraising activities, such as the County Water Activity Days, were not able to take place. This had a large impact on the group's ability to fundraise and led to a much lower income for the year. The impact of this on the group's accounts was minimised through a number of local government and charitable grants in addition to lower levels of expenditure in many areas, including the maintenance and provision of new equipment.

# 1<sup>st</sup> Luton Sea Scouts - AGM

## Reserves

1st Luton Sea Scout Group holds reserves in accounts that earmark the use of those funds. The Group current account holds sufficient to cover the running costs for one year. The Group Development Fund account is used for developing the Group's Buildings. The Training Fund account is used to manage training revenues received and for making payments to coaches and instructors for our own Group training.

Surpluses are then transferred to the Equipment Fund. The Equipment Fund account is used to maintain and replaces boats and other relevant equipment.

The level of reserve for the Group Development fund and the Equipment fund will vary from year to year depending on planned scheduled or replacement expenditure required on repairing and replacing equipment and buildings over several years.

The Trustees consider that the level of reserves is appropriate in order to ensure that the charity is likely to be able to meet future costs, in particular in respect of equipment and site costs so that activities can continue. At the year end, the free reserves of the charity amounted to £124,972 (30 November 2019: £148,568).

The cash funds held at the year- end are slightly lower than one year's running costs but the trustees are monitoring cash and are taking steps to ensure sufficient reserves are held in future years.

All funds of the charity are unrestricted in nature. The charity has no designated or restricted funds.

## Financial Review

The charity received income of £36,468 in the year (8 months to 30 November 2019: £72,043) and incurred expenditure of £46,362 (8 months to 30 November 2019: £43,525). This included £400 of expenditure to purchase fixed assets (8 months to 30 November 2019: £11,112) and £19,313 on repairs and renewals of buildings and equipment (8 months to 30 November 2019: £4,341). The net decrease in cash for the year was £9,894 (8 months to 30 November 2019: net increase was £28,518).

At the year end, the charity held cash of £44,723 and tangible fixed assets comprising boating and other equipment of £80,248. This means that the total assets of the charity at the year-end stood at £124,972.

## Governing Document

Policy, Organisation and Rules (POR) defines the structure of Scouting in the United Kingdom, the Channel Islands and the Isle of Man and provides information about its management and training.

The Scout Association is a national charity and exists by authority of a Royal Charter granted in 1912 and supplemented by further charters granted by King George V and Queen Elizabeth II. It was founded in 1907. With a membership of over 618,000 young people and adult leaders, it is the largest co-educational youth movement in the UK.

Scouting activity is delivered through around 8,000 community-based Scout Groups nationwide (all independent charities in their own right).

# 1<sup>st</sup> Luton Sea Scouts - AGM

## **Trustees**

The trustees of the group are appointed at the Annual General Meeting in line with the rules and requirements of the Scout Association.

The Group Scout Leader appoints the Chairman. The Secretary and Treasurer are automatically appointed.

## **Public Benefit**

We are the UK's biggest mixed youth organisation. We change lives by offering 6 to 25-year-olds fun and challenging activities, unique experiences, everyday adventure and the chance to help others so that we make a positive impact in communities and teach them about good citizenship. Scouts helps children and young adults reach their full potential. Scouts develop skills including teamwork, time management, leadership, initiative, planning, communication, self-motivation, cultural awareness and commitment. We help young people to get jobs, save lives and even change the world.

The Trustees are aware of the Charity Commissions guidance on public benefit and consider that the charitable objects fall well within the public benefit guidelines. In setting the charitable objectives, the charity has given due regard to the Charity Commission's guidance on public benefit. The trustees also regularly monitor the skills available to them as a trustee body and aim to seek new trustees where additional skills are needed.

## **Signed on behalf of the Trustees**

Mr Stephen Morris,  
Chairman

Date: 10th March 2021

# 1<sup>st</sup> Luton Sea Scouts - AGM

## **Independent Examiner's Report to the Trustees of First Luton Sea Scout Group**

I report to the charity trustees on my examination of the accounts of the charity for the year ended 30 November 2020 which are set out on pages 7 to 8.

### **Responsibilities and basis of report**

As the charity's trustees 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 charity's accounts carried out under section 145 of the 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:

- accounting records were not kept in respect of the charity as required by section 130 of the Act; or
- 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.

Stephen Monico FCA DChA Steve Monico Ltd  
19 Goldington Road Bedford  
MK40 3JY

# 1<sup>st</sup> Luton Sea Scouts - AGM

## FIRST LUTON SEA SCOUT GROUP YEAR ENDED 30 NOVEMBER 2020

### RECEIPTS AND PAYMENTS ACCOUNT

|                                     | Unrestricted funds       |                          | Unrestricted funds           |                              |
|-------------------------------------|--------------------------|--------------------------|------------------------------|------------------------------|
|                                     | 30 Nov 2020<br>Year<br>£ | 30 Nov 2020<br>Year<br>£ | 30 Nov 2019<br>8 months<br>£ | 30 Nov 2019<br>8 months<br>£ |
| <b>RECEIPTS</b>                     |                          |                          |                              |                              |
| Subscriptions                       |                          | 14,881                   |                              | 13,837                       |
| Grants                              |                          | 14,825                   |                              | 16,328                       |
| Gift Aid                            |                          | -                        |                              | 4,100                        |
| Donations                           |                          | -                        |                              | 13,165                       |
| Sundry income                       |                          | 569                      |                              | 361                          |
| Fundraising                         |                          | 4,370                    |                              | 10,729                       |
| Camp and trip deposits              |                          | 5                        |                              | 10,201                       |
| Activity income and swimming fees   |                          | 1,620                    |                              | 1,771                        |
| Leisurewear and uniform sales       |                          | 198                      |                              | 846                          |
| Training and course fees            |                          | -                        |                              | 705                          |
| <b>Total receipts</b>               |                          | <b>36,468</b>            |                              | <b>72,043</b>                |
| <b>PAYMENTS</b>                     |                          |                          |                              |                              |
| Membership fees                     | 5,290                    |                          | -                            |                              |
| Camp expenses and site fees         | 100                      |                          | 5,995                        |                              |
| Activity, trip and boat expenses    | 1,967                    |                          | 5,459                        |                              |
| Catering costs                      | 294                      |                          | 3,031                        |                              |
| Cleaning costs                      | 293                      |                          | 288                          |                              |
| Accountancy fees                    | 840                      |                          | 897                          |                              |
| Legal fees                          | -                        |                          | 511                          |                              |
| Electricity                         | 771                      |                          | 562                          |                              |
| Equipment                           | 893                      |                          | 463                          |                              |
| Fundraising costs                   | 3,585                    |                          | 553                          |                              |
| Insurance                           | 5,202                    |                          | 2,836                        |                              |
| Leisurewear, uniforms and badges    | 764                      |                          | 1,625                        |                              |
| Rates and water                     | 125                      |                          | 46                           |                              |
| Repairs and maintenance             | 19,313                   |                          | 4,341                        |                              |
| Sundry expenses                     | 897                      |                          | 937                          |                              |
| Swimming pool and lifeguard costs   | 1,020                    |                          | 3,570                        |                              |
| Training and course costs           | 354                      |                          | 1,217                        |                              |
| Stationery                          | 64                       |                          | 82                           |                              |
| Computer costs                      | 4,190                    |                          | -                            |                              |
| <b>Subtotal</b>                     |                          | <b>45,962</b>            |                              | <b>32,413</b>                |
| <b>Purchases of assets</b>          |                          | <b>400</b>               |                              | <b>11,112</b>                |
| <b>Total payments</b>               |                          | <b>46,362</b>            |                              | <b>43,525</b>                |
| <b>Net of receipts and payments</b> |                          | <b>(9,894)</b>           |                              | <b>28,518</b>                |
| <b>CASH FUNDS AT LAST YEAR END</b>  |                          | <b>54,617</b>            |                              | <b>26,099</b>                |
| <b>CASH FUNDS AT THIS YEAR END</b>  |                          | <b>44,723</b>            |                              | <b>54,617</b>                |

# 1<sup>st</sup> Luton Sea Scouts - AGM

## FIRST LUTON SEA SCOUT GROUP YEAR ENDED 30 NOVEMBER 2020

### STATEMENT OF ASSETS AND LIABILITIES AS AT 30 NOVEMBER 2020

|  | 30 Nov 2020    | 30 Nov 2019    |
|--|----------------|----------------|
|  | £              | £              |
| <b>ASSETS</b>  |                |                |
| <b>Cash funds</b>                                      |                |                |
| Beavers and Cubs account                               | 275            | 894            |
| Equipment fund account                                 | 1,339          | 9              |
| Group account  | 8,655          | 9,306          |
| Group Development account (Hoo fund)                   | 34,191         | 43,351         |
| Scout Troop account                                    | 50             | 1,004          |
| Training account                                       | 213            | 53             |
| <b>Total cash funds</b>                                | <b>44,723</b>  | <b>54,617</b>  |
| <b>Assets retained for the charity's own use</b>       |                |                |
| Stock of leisurewear                                   | -              | -              |
| Boats and boating equipment                            | 48,038         | 56,514         |
| Other equipment  | 32,211         | 37,437         |
| <b>Total assets retained for the charity's own use</b> | <b>80,249</b>  | <b>93,951</b>  |
| <b>TOTAL ASSETS</b>                                    | <b>124,972</b> | <b>148,568</b> |
| <b>LIABILITIES</b>                                     | -              | -              |
| <b>EXCESS OF ASSETS OVER LIABILITIES</b>               | <b>124,972</b> | <b>148,568</b> |

All assets relate to unrestricted funds.

Signed on behalf of the Trustees  
Mr Stephen Morris, Chairman  
Date:

# Minutes of 2019 AGM

**First Luton Sea Scout Group  
Annual General Meeting  
of the  
Group Council at the HQ. Bowling Green Lane  
Wednesday 11<sup>th</sup> March 2020**

The Chairman, Steve Morris, welcomed everyone to the meeting.  
There were 14 in attendance and their names are shown on the attached list.

**1. Apologies for Absence:**

Apologies were received from:  
Nicky Marshall & Harry Matthews (2)

**2. Minutes of the previous AGM held on 3<sup>rd</sup> July 2019:**

The minutes of the previous AGM held on 3<sup>rd</sup> July 2019 had been distributed before the meeting.  
They were approved and signed by the Chairman.

**3. Matters Arising:**

There were no matters arising from the minutes.

**4. Reports:**

**GSL:** An annual report had been circulated before the meeting and this included the Group accounts and minutes of the 2019 AGM.

The GSL also made a presentation of the Group Development Plan for 2020, copies of which were given to the meeting. The presentation included both a review of the previous plan and the plan for 2020.

**Chairman:** The Chairman thanked the adult members of the Group who provide an active programme of Scouting to the young members of the Group and also the Young Leaders (YL's). He would like to have more parental involvement in Group activities.

**5. Revised Group Accounting Period-December to November:**

The Group now has a new accounting period and this started on 1<sup>st</sup> December 2019 and will end on 30<sup>th</sup> November 2020. This means that the previous accounting period was one of only eight months.

**6. Presentation of Annual Accounts:**

The Annual Accounts, which had been approved by the Group Executive on 20<sup>th</sup> February 2019, were distributed before the meeting.

There were no questions and the accounts were duly adopted.

**7. Appointment of Auditors 2019/2020:**

It was proposed by Jo Illsley and seconded by Allan Maher that Steve Monico Ltd. of Bedford continue as Group Auditors for the current accounting period (1/12/19 to 30/11/19)  
The proposal was unanimously adopted.

**8. Nomination of Group Chairman by GSL:**

The GSL nominated Steve Morris to be Group Chairman for the coming year.  
The nomination was approved.

**9. Election of Group Officers:**

There was no need to hold an election as there were no new nominations.  
This means that Jo Illsley will remain as Group Treasurer and Paddy Higgens will remain as Group Secretary.  
Both will be ex-officio members of the Group Executive.

**10. Group Executive:**

The Section Leaders, Helen Ayres (Beavers), Nicky Marshall (Cubs) and Philip Jeffrey (Scouts) have opted to be members of the Group Executive.

Nominated by the GSL are:

|                   |                 |
|-------------------|-----------------|
| Sandra Rawstorne: | Harry Matthews: |
| Scott Spilsbury:  | Rhys Lewis      |

Elected Members:

|   |                 |
|---|-----------------|
| There was not a need to hold an election: |                 |
| Lisa Conran:                              | Gareth Philips: |
| Terry Jones:                              | Scott Roberts:  |

Co-opted Members:

Ian Jeffrey (Quartermaster)

Total membership of the Group Executive will be 16 including the Chairman & GSL.  
Further members will be co-opted by the Executive as required.

**11. Any Notified Other Business:**

There were no notified items of AOB.

The meeting closed at 8.15 pm