

First Luton Sea Scout Group

2022 Annual General Meeting

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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 though 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)

1st Luton Sea Scouts - AGM



Scouts

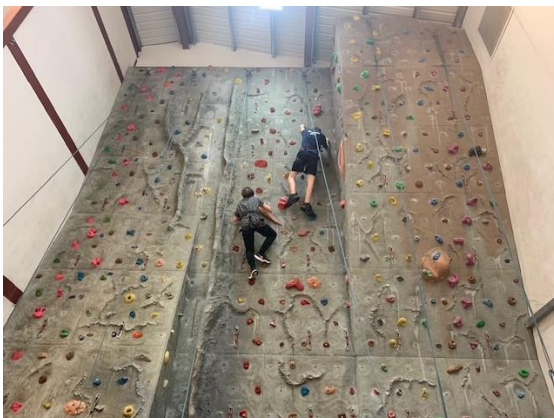
After a strange start to the year with Scouts meeting online on Zoom calls, we finally got to meet face to face at our Boathouse at Luton Hoo in the summer. Fortunately, the numbers in the Troop remained good and we didn't lose too many Scouts during the lockdown period. It was great to see so many of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



1st 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:

Chair	Scott Roberts
Secretary	Paddy Higgins
Treasurer	Jo Illsley
Group Scout Leader	Allan Maher
Section Leaders	Helen Ayres Rhys Lewis Harry Matthews Phil Jeffrey
Nominated Representatives	Sandra Rawstorne Scott Spilsbury Lisa Conran
Elected Representatives	Terry Jones
Co-opted Representatives	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

1st 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.

1st 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).

1st 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

1st 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 30th 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

1st Luton Sea Scouts - AGM

First Luton Sea Scout Group

Statement of assets and liabilities at the end of the year

	30-Nov-21 Unrestricted funds	30-Nov-20 Unrestricted funds
	£	£
Cash funds		
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
Total cash funds	68,380	44,723
Non monetary assets for charity's own use		
Boats and Boating Equipment	40,832	48,038
Other Equipment	27,379	32,211
Sub total	68,211	80,249
Liabilities	-	-
Sub total	-	-
Total net assets	136,591	124,972

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

Signature

Print Name

Chair

Treasurer

1st 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
Cash Funds at Last Year End	£ 44,723.20

Receipts			
Year to Dec 2020		Year to Dec 2021	
Activity Income	£ 1,620.00	£ 170.38	
Camp 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	£ -		
Total Income	£ 36,468.00	£ 60,153.86	

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	
Total Payments	£ 46,362.00	£ 36,497.80	

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 Higgins 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 Rawstorne: 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