



First Luton Sea Scout Group

2023 Annual General Meeting

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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.

1st 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.

In 2022, the Group Executive was made up of the following:

Chair	Scott Roberts
Secretary	Dan Green
Treasurer	Jo Illsley
Group Scout Leader	Allan Maher
Section Leaders	Helen Ayres Chris Wells Phil Jeffrey
Nominated Representatives	Sandra Rawstorne Paul Adcock
Elected Representatives	Phillipa Missenden
Co-opted Representatives	Ian Jeffrey (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

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.

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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 £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

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).

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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 2023

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

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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
Cash Funds at Last Year End	£ 48,187.51

As the charity trustees of the First Luton Sea Scout Group you are responsible for the preparation and the presentation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

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
Total Income	£ 59,323.39

I have no concerns and have come across no other matters in connection with the examination to which attention should be

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
Total Receipt	£ 79,365.14

Net of receipts and payments	£ (21,036.65)
Cash funds at last year end	£ 48,187.51
Cash funds at this year end	£ 27,150.86

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First Luton Sea Scout Group			
Statement of assets and liabilities at the end of the year			
		30-Nov-22	30-Nov-21
		Unrestricted funds	Unrestricted funds
		£	£
Cash funds			
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
Total cash funds		48,187	68,380
Non monetary assets for charity's own use			
Boats and Boating Equipment	see notes	43,618	40,832
Other Equipment		27,379	27,379
Sub total		70,997	68,211
Liabilities		-	
Sub total		-	-
Total net assets		119,184	136,591

Minutes of 2022 AGM

**First Luton Sea Scout Group
Annual General Meeting
of the
Group Council
Wednesday 20th 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 Rawstorne, Chris Wells, Gill Merrick, and Becky Maher.

(5)

2. Minutes of the previous AGM held on 14th April 2021:

The minutes of the previous AGM held on 14th 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 9th 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.

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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 Rawstorne

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.