

## **1st COOKHAM SCOUT GROUP**

Report & Accounts  
for the year ended  
31 March 2023

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## 1st Cookham Scout Group

1<sup>st</sup> Cookham Scout Group is registered as a Scout group with the Scout Association - reference number 31163. It is constituted under the terms of the Scout Association's Royal Charter and is a Registered Charity - number 300491.

Brenda Boothman and Denis Boothman are the Honorary Presidents and the Trustees are as follows:

### TRUSTEES: Ex-Officio

Nigel Hague	Chair
Andy Pearce	Group Scout Leader
Mike Day	Assistant Group Scout Leader
Joelle White	Group Secretary
Tim Sharples	Group Treasurer
Jeff Hurst	Cub Leader
Andrew Sutherland	Scout Leader
Dave Helmuth	Explorer Leader
Martin Delahaye	Beaver Leader

### Trustees: Elected

Sally Crichton	Charlotte Strudwicke
Brenda Davison	Kate Dilley
Nick Powell	Tamsin Jones

### Trustees: Co-opted (from 6 February 2023)

Rebecca Danks-Brown	Susie Felix
Emma Thornton	

### PRINCIPAL BANKERS

Lloyds Bank Plc. High Street Maidenhead Berkshire SL6 1JS

### Contact

Mr TN Sharples, Sulby Cottage Lower Road Maidenhead SL6 9HW

## Structure, governance and management

The Group's governing documents are those of the Scout Association. They consist of a Royal Charter, which in turn gives authority to the Bye Laws of the Association and The Policy, Organisation and Rules of The Scout Association.

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

The Trustees are appointed in accordance with the Policy, Organisation and Rules of The Scout Association and make up the Group Executive Committee.

The Group is managed by the Group Executive Committee, the members of which are the 'Charity Trustees' of the Scout Group which is registered with the Charity Commission as an educational charity. As charity trustees they are responsible for complying with legislation applicable to charities. This includes maintaining the registration, keeping proper accounts, and making returns to the Charity Commission as appropriate.

This Group Executive Committee exists to support the Group Scout Leader in meeting the responsibilities of the appointments and is responsible for:

- The maintenance of Group property;
- The raising of funds and the administration of Group finance;
- The insurance of persons, property and equipment;
- Group public occasions;
- Assisting in the recruitment of leaders and other adult support;
- Appointing any sub committees that may be required;
- Appointing Group Administrators and Advisors other than those who are elected.

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The Group Executive Committee has identified the major risks to which they believe the Group is exposed, these have been reviewed and systems have been established to mitigate against them. The main areas of concern that have been identified are:

### Damage to the building, property and equipment

The Group would request the use of buildings, property and equipment from neighbouring organisations such as the church, community centre and other Scout Groups. Similar reciprocal arrangements exist with these organisations. The Group has sufficient buildings and contents insurance in place to mitigate against permanent loss.

### Injury to leaders, helpers, supporters and members

The Group through the capitation fees contributes to the Scout Associations national accident insurance policy. Risk Assessments are undertaken before all activities.

### Reduced income from fund raising

The Group is primarily reliant upon income from subscriptions and fundraising. The group does hold a reserve to ensure the continuity of activities should there be a major reduction in income. The Committee could raise the value of subscriptions to increase the income to the group on an ongoing basis, either temporarily or permanently.

#### Reduction or loss of leaders.

The group is totally reliant upon volunteers to run and administer the activities of the group. If there was a reduction in the number of leaders to an unacceptable level in a particular section, or the group as a whole, then there would have to be a contraction, consolidation or closure of a section. In the worst case scenario, this could be the complete closure of the Group.

#### Reduction or loss of members

The Group provides activities for all young people aged 6 to 18. If there was a reduction in membership in a particular section or the group as whole then there would have to be a contraction, consolidation or closure of a section. In the worst case scenario, this could be the complete closure of the Group."

## Objectives and activities

### The Purpose of Scouting

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

### The Values of Scouting

As Scouts we are guided by these values:

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

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

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

Belief - We explore our faiths, beliefs and attitudes.

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

### The Scout Method

Scouting takes place when young people, in partnership with adults, work together based on the values of Scouting and:

- enjoy what they are doing and have fun
- take part in activities indoors and outdoors
- learn by doing
- share in spiritual reflection
- take responsibility and make choices
- undertake new and challenging activities
- make and live by their Promise.

The main activities in the year, in relation to these objects, are set out in the reports of the Chairman and Group Scout Leader. The Group meets the Charity Commission's public benefit criteria under both the advancement of education and the advancement of citizenship or community development headings.



## Trustees Annual Report for the Year ended 31 March 2023

### Chairman's Report for the last year


We have had another very successful year emerging in good heart from Covid restrictions to provide a near normal set of scouting activities in all sections. Membership levels are strong and we have added a new section to our scouting offering : Squirrels. We continue to benefit from an excellent group of committed leaders, to whom we are very grateful for their dedication and professionalism.

The Group Executive has functioned well with 3 new members being added during the year. We will be adopting the Scout Association's recommended new model of Governance at our AGM whereby the Executive will be renamed "Trustee Board" focussing principally on strategic and high-level governance matters. The primary objective of this change is to free up the scout leader "ex officio" Executive members so they can concentrate on their core activities: i.e. running scouting programmes and activities.

The Group recognises it is fortunate to be well funded and whilst it is important to ensure this position is maintained for future generations of scouting in Cookham, through prudent financial planning and good governance, the Group also recognises it is appropriate to share this benefit with others within the scouting fraternity who may be less fortunate. We will therefore be establishing a formal donations policy in 2023 to achieve this objective in a fair, transparent and proportionate way. We will also continue to offer a subsidised level of termly subscriptions to all our young members coupled with the offer of further support via our hardship fund, if needed. We are committed to ensure no-one is excluded from participating in scouting at Cookham due to financial hardship reasons. Scout summer camps and "once in a lifetime" Jamboree events also receive significant financial support as they represent unique learning opportunities for our members who participate in them.

I would like to thank all the members of the Group Executive for their support to the Group through the year and in particular our Group Secretary, Joelle White, for administering the Committee's work and Tim Sharples our Treasurer who provides us with expert finance administration and guidance.

Finally, I would like to thank those parents and friends of the group who help us with our various fund-raising activities through the year, principally the Summer Fair and Bonfire. These two events are vital in keeping the funds flowing that support and sustain the Scout Group, and are also major events in the Cookham social calendar in which are always happy to be part of.

  
Yours in Scouting

Nigel Hague, Chairman

### Group Scout Leader's report

It is hard to believe that it is just over a year ago all the Covid restrictions were removed, leading to us starting to plan last year's Cookham Village Scout Summer Fair a couple of months later than normal, but it still turned out to be a successful event, despite the light shower of rain during last year's drought. The rain clouds thankfully kept away on the day of last year's Bonfire and firework display, leading it to be very successful.

The Bonfire together with the Summer Fair remain as our main fund-raising activities and I would like to thank all the parents and leaders who helped, All the money raised is used to heavily subsidise all our Squirrel/Beaver/Cubs/Scouts and Explorers activities and camps.

Earlier this year we opened a new Squirrel section for the 4 & 5-year-olds led by Michelle O'Sullivan and her Squirrel volunteer leadership team. The Squirrels couldn't be included in this year's Census, the total membership of Beaver, Cub, Scout and Explorers numbers have now increased to 187, all due to our outstanding volunteer leadership teams continuing to produce outstanding programmes offering adventure, challenges and fun. All the sections had a camp last year, the Beavers and Cubs had their usual camp May Bank Holiday camp held at White Place Farm, the theme for Cub camp was Harry Potter. The Scouts and Explorers held their joint summer camp on Exmoor.

The Scout Association will be making a number of changes to make it easier for adult volunteers to join our different section leadership teams. Along with our Executive Committee being renamed the Trustee Board, a number of the Scout leadership titles will also be disappearing. We currently have 41 adult volunteers helping to run our Squirrel, Beavers, Cubs, Scouts and Explorer sections, I would like to thank them all for their continued dedication, time and commitment to provide outstanding Scouting in Cookham.

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I was very pleased to hear that the Scout Association have recognised Andrew Sutherlands extraordinary contribution to Scouting to award him the highest adult award, the Silver Wolf. Andrew first became an adult lead volunteer 40 years ago, becoming our Scout Leader in 1990. He is also Berkshire Scouts lead team volunteer for Scouts, and also volunteers at Scout Headquarters where he is a volunteer with the Digital Transformation Team. Well done Andrew.

We couldn't run Cookham Scouts without our Executive Committee, my thanks go to Nigel, Tim and Jo and the other committee members in this vital job.

Do let us know if you would like to volunteer to join us, previous experience is not essential just lots of enthusiasm, however, if you had a fantastic time in Scouting or Girl Guiding, perhaps you could give something back to our young members. Please speak to a leader for more details, or contact [volunteering@scoutscookham.org.uk](mailto:volunteering@scoutscookham.org.uk).

Andy Pearce  
Group Scout Leader

## Financial Highlights

	This Year £	Previous Year £
Guy Fawkes Public Firework Display	12,981	18,678
Summer Fair	4,977	-
Marquee hire	-	-
Catering activities	2,530	909
Total net fund raising for the year	20,488	19,587
HQ Rental income	18,003	17,658
Amount spent on improvements to HQ outbuildings	4,621	5,743
New tents and other equipment purchased totalled	1,704	2,163
The Group subsidised activities including section activities, minibus hire & and supporting individuals who would not otherwise have been able to attend camps. Excluding waived subscriptions.	3,674	1,506
Leader training & insurance cost	888	1,034
At the end of the year Group reserves amounted to	134,832	124,262

These reserves are allocated as follows:

Working capital requirements	4,000	3,000
Contingency fund in case of fund-raising failures or disaster costs	66,000	60,000
Reserve for future development	64,832	61,262

Approved by the trustees on 30 August 2023 and signed on their behalf by

  
N Hague

  
T Sharples

## Receipts & Payments Account Summary for the year ended 31 March 2023

	This Year General fund £	Previous Year £
Total receipts for the year (see supporting analysis)	83,850	75,404
Total payments for the year (see supporting analysis)	<u>68,397</u>	<u>58,936</u>
Net receipts (payments) for the year	15,453	16,468
Surplus/(Loss) on revaluation of investments	(4,883)	149
Cash, bank and similar funds brought forward	<u>124,262</u>	<u>107,645</u>
Cash, bank and similar funds carried forward	<u><b>134,832</b></u>	<u><b>124,262</b></u>

Approved by the trustees on  
behalf by

  
N Hague &

30 August 2023 and signed on their

  
T Sharples



## Receipts for the year ended 31 March 2023

	This Year £	Previous Year £
<b>MEMBERSHIP SUBSCRIPTIONS</b>		
Subscriptions from members	16,270	14,503
Less Paid to Scout District	(9,796)	(9,233)
	<u>6,473</u>	<u>5,270</u>
<b>INVESTMENT INCOME RECEIVED</b>		
Bank and building society interest	405	142
Dividend	-	-
	<u>405</u>	<u>142</u>
<b>DONATIONS, GRANTS and CLOTHING SALES</b>	3,967	5,276
<b>CONTRIBUTIONS RECEIVED FOR ACTIVITIES</b>	11,471	9,220
<b>FUND RAISING INCOME</b> (before charging fund raising expenses)	41,651	34,608
<b>INCOME FROM HIRE OF HEADQUARTERS BUILDING</b>	18,003	17,658
<b>OTHER INCOME</b>		
Income tax recovered on subscriptions	1,880	3,229
<b>TOTAL RECEIPTS FOR THE YEAR</b>	<u>83,850</u>	<u>75,404</u>

## Payments for the year ended 31 March 2023

	This Year £	Previous Year £
<b>PREMISES</b>		
Running costs	9,023	9,819
Repairs and Renewals	4,621	5,743
<b>DONATIONS/GRANTS: Cookham Explorers</b>		
Cookham Explorers	1,400	1,000
Others	500	1,506
<b>ACTIVITIES</b>	26,180	17,228
<b>FUND RAISING EXPENSES</b>	21,164	13,309
<b>ADMINISTRATION &amp; ESTABLISHMENT EXPENSES</b>		
Leader training and insurance	888	1,034
Miscellaneous	1,970	2,880
<b>PURCHASE OF EQUIPMENT</b>	1,704	2,163
<b>INTEREST PAID</b>	-	-
<b>PURCHASE OF BADGES AND UNIFORM</b>	947	4,254
<b>TOTAL PAYMENTS FOR THE YEAR</b>	<b>68,397</b>	<b>58,936</b>

## Statement of Assets & Liabilities at 31 March 2023

	This Year £	Previous Year £
<b>MONETARY ASSETS</b>		
Invested funds	62,350	67,231
Interest bearing accounts at banks and building societies	70,721	43,147
Non-interest bearing accounts at banks	4,038	23,175
Cash in hand	-	-
	<u>137,109</u>	<u>133,553</u>
 <b>OTHER MONETARY ASSETS</b>		
Tax refunds reclaimable from Inland Revenue	-	-
Sundry receivables	1,010	991
	<u>1,010</u>	<u>991</u>
 <b>LIABILITIES</b>		
Expenses to be reimbursed	(3,287)	(10,282)
	<u>(3,287)</u>	<u>(10,282)</u>
 <b>TOTAL NET ASSETS</b>	<u>134,832</u>	<u>124,262</u>

## Independent Examiner's Report to the Trustees of the 1<sup>st</sup> Cookham Scout Group

I report to the trustees on my examination of the accounts of the 1st Cookham Scout Group for the year ended 31 March 2023.

### Responsibilities and basis of report

As the charity trustees of the 1st Cookham 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 1<sup>st</sup> Cookham 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 1<sup>st</sup> Cookham Scout Group as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



Peter Austen  
Chartered Accountant  
Pippins, Popes Lane, Cookham Dean, Berkshire SL6 9NY

31 August 2023