

Trustees' Annual Report

For the period

From (start date) 0 1 0 4 2 2 to end date 3 1 0 3 2 3

Section A Reference and administration details

Charity name
1ST CHALFONT ST GILES SCOUT GROUP

Other names the charity is known by

Registered charity number (if any)
3 0 0 6 6 2

HQ registration number

Charity's principal address
The Scout Hut
Silver Hill
Chalfont St Giles
Postcode H P 8 4 P Y

Names of the charity trustees who manage the charity

Trustee Name	Office (if any)	Dates acted if not for whole year
1 Paul Sprackling	Chair	
2 Cassandra CH Bowerman	Treasurer	
3 Colin Giles	Parent Rep	3rd November 2022
4 James Blachford	Group Scout Leader	29th November 2022
	Deputy Group Scout Leader	
5 Rachel Nelson	Leader	29th November 2022
6 Antonia Plumridge	Secretary	29th January 2023
7		
8		
9		
10		
11		
12		
13		
14		
15		

Names and addresses of advisers (optional information but encouraged as best practice)

Type of advisor	Name	Address

Section B Structure, governance and management

Description of the charity's trusts

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

(e.g. trust deed, constitution)

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

(e.g. trust, association, company)

Trustee selection methods
(e.g. appointed by, elected by)
The Trustees are appointed in accordance with the Policy, Organisation and Rules of The Scout Association.

Additional governance issues (optional information but encouraged as best practice)

You may choose to include additional information, where relevant, about:
The Group is managed by the Group Trustee Board, the members of which are the 'Charity Trustees' of the Scout Group which is an educational charity. As charity trustees they are responsible for complying with legislation applicable to charities. This includes the registration, keeping proper accounts and making returns to the Charity Commission as appropriate.

Policies and procedures adopted for:
The Trustee Board consists of Chair, Treasurer and Secretary and four Trustees and meets every 3months.
Members of the Trustee Board complete 'Being a Scouts Trustee' learning within the first 6 months of joining the board.

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

Section B Structure, governance and management (continued)

Risk and Internal Control (Specimen 1)
The Group Trustees Board 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 which covers leaders and members. We then have a separate policy which covers supporters and helpers. 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 Board could raise the value of subscriptions to increase the income to the group or increase the value of fundraising.

<p>or subscriptions to increase the income to the group on an ongoing basis, either temporarily or permanently.</p> <p>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 the complete closure of the Group.</p> <p>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 a whole then there would have to be a contraction, consolidation or closure of a section. In the worst case scenario the complete closure of the Group.</p> <p>Risk and Internal Control (Specimen 2) The group has in place systems of internal controls that are designed to provide reasonable assurance against material mismanagement or loss, these include 2 signatories for all payments and a comprehensive insurance policies to ensure that insurable risks are covered.</p>

Section C	Objectives and activities
Summary of the objects of the charity set out in its governing document	<p>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.</p> <p>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.</p> <p>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.</p>
Summary of the main activities in relation to these objects	<p>A summary of the main activities that we undertake in relation to these objectives is: going on hikes, learning life skills, visiting local places of interest, supporting conservation activities, supporting local community activities and going on camps.</p>
Additional details of the objectives and activities (optional information but encouraged as best practice)	
<p>You may choose to include further statements, where relevant, about:</p> <ul style="list-style-type: none"> • policy on grantmaking; • contribution made by volunteers; • policy on investments. 	
Public benefit statement	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.

Section D	Achievements and performance
Summary of the main achievements of the charity during the year	<p>Activities through the year were a great mixture of typical scouting activities such as hikes, pioneering, first aid training, orienteering and rafting alongside trying sporting activities like tennis, rock climbing and bowling. The group also supported community activities such as the local foodbank and visited local places of interest. Our fantastic leaders kept over 100 Young People engaged in Scouting over this time. We continued to work on the scouting badges. The group is in the process of using £75,000 of funding from HS2 (due to its proximity) to make improvements to the scout building. We have used the money to replace the main roof and are also looking to replace the roof of the gas store, renovate the garden and make improvements to the toilets amongst others.</p>

Section E	Financial Review
Brief statement of the charity's policy on reserves	<p>Reserves Policy</p> <p>The Group's policy on reserves is to hold sufficient resources to continue the charitable activities of the group should income and fundraising activities fall short. The Group Executive Committee considers that the group should hold a sum equivalent to 6 months running costs, circa £5,000.</p> <p>The Group held reserves of approximately £38,000 against this at year end. This</p>
Quantify and explain any designations	
Details of any funds materially in deficit (circumstances plus steps to eliminate)	<p>None</p>
Further financial review details (optional information)	
You may choose to include additional information, where relevant, about:	Sources of funding

<ul style="list-style-type: none"> the charity's principal sources of funds (including any fundraising); 	
<ul style="list-style-type: none"> how expenditure has supported the key objectives of the charity; 	<p>The Group's main income generators are the annual fireworks and subscriptions. We receive some funds from hiring out the hall to other local groups.</p>
<ul style="list-style-type: none"> investment policy and objectives 	<p>The Group has used funds to invest in the Scout Hut and Grounds, along with continuing to deliver a wide and varied program to the young people of the Group.</p> <p>Investment Policy</p> <p>The Group does not have sufficient funds to invest in longer term investments. The Group has therefore adopted a risk averse strategy to the investment of its funds. All funds are held in cash using only mainstream banks or building societies.</p>

Section F	Other Optional Information
Plans for future periods (details of any significant activities planned to achieve them)	<p>The Group will focus on getting the Scout Hut work (as provided by the HS2 grant) actioned to support the charitable objectives of the group to educate young people. This will require the Group to gather three quotes for each work.</p>

Section G	Declaration
The trustees declare that they have approved the trustees' report above	
Signed on behalf of the charity's trustees	
Signature(s)	<div></div>
Full name(s)	<div>Paul Sprackling</div> <div>Cassandra Bowerman</div>
Position (eg Secretary, Chair)	<div>Chair</div> <div>Treasurer</div>
Date	<div></div>

FIRST CHALFONT ST GILES SCOUT GROUP

**RECEIPTS AND PAYMENTS SUMMARY
YEAR ENDED 30 MARCH 2023**

	year ended 30/03/2023 £	year ended 30/03/2022 £
Total Receipts for the year	36,977.03	38,134.85
Total payments for the year	26,400.11	52,410.87
Net payments for the year	10,576.92	- 14,276.02
Balance brought forward	28,335.25	42,611.27
Balance carried forward	<u>38,912.17</u>	<u>28,335.25</u>
COMPRISING		
Bank Current Account	38,912.17	28,335.25
	<u>38,912.17</u>	<u>28,335.25</u>

The accounts have been signed by the trustees and approved on their behalf by

C Bowerman

C Bowerman

Treasurer, 1st Chalfont St Giles Scout Group

**FIRST CHALFONT ST GILES SCOUT GROUP
RECEIPTS SUMMARY
YEAR ENDED 30 MARCH 2023**

	year ended 30/03/2023 £	year ended 30/03/2022 £
MEMBERSHIP SUBSCRIPTIONS	18,479.07	19,011.68
	<u>18,479.07</u>	<u>19,011.68</u>
INVESTMENT INCOME RECEIVED		
Hall Hire	2,230.00	1,645.00

Bank Interest	<u><u>2,230.00</u></u>	<u><u>1,645.00</u></u>
DONATIONS		
Chiltern Bucks Lotto/Charities Trust	424.57	512.64
Exxon Mobile & Carolling	580.00	-
Revenue Chiltern and South Bucks grant		8,000.00
	<u><u>1,004.57</u></u>	<u><u>8,512.64</u></u>
FIREWORKS & Gift Aid		
2021 Fireworks - share of net income	7,951.56	
Gift Aid	-	-
OTHER INCOME		
AGM (drinks revenue)	343.91	
CSG Motors		2,000.00
Camp revenue	6,967.92	1,943.63
Other/Sundry	-	4,288.65
Misbourne Valley Scout Council - Cobra Partnership	-	565.40
Cake donation by scouts	-	167.85
	<u><u>15,263.39</u></u>	<u><u>8,965.53</u></u>
TOTAL RECEIPTS	<u><u>36,977.03</u></u>	<u><u>38,134.85</u></u>
FIRST CHALFONT ST GILES SCOUP GROUP PAYMENTS SUMMARY YEAR ENDED 30 MARCH 2023		
	year ended 30/03/2023 £	year ended 30/03/2022 £
Misbourne Valley Scout Association Membership		
2019 - 2020		
2020 - 2021		
2021- 2022		
2022- 2023	7,015.00	7,316.00
	<u><u>7,015.00</u></u>	<u><u>7,316.00</u></u>
PREMISES		
Council Tax & Water Rates	82.49	1,543.74
Utilities	3,170.45	2,641.54
Insurance	1,576.35	-

Cleaning	1,622.00	1,277.50
Hall & Garden Maintenance/Repairs	1,282.20	1,525.20
Scout Hut Survey	-	-
	<u>7,733.49</u>	<u>6,987.98</u>

ADMINISTRATION EXPENSES

Section Expenses	4,280.51	7,191.52
Web Site and OSM	-	-
Stationery	-	-
	<u>4,280.51</u>	<u>7,191.52</u>

CAPITAL EQUIPMENT

Protective Netting		
General Building Work & Kitchen Fitting	-	25,051.00
Manufacture of Alter Fire	-	-
Tarps, Taurpaulin & Pegs		
	<u>-</u>	<u>25,051.00</u>

SUNDRY PAYMENTS

Uniform	-	84.65
Camp expenses	5,562.29	884.00
Badges & Woggles	192.85	1,180.50
Gifts & Charity Donations	-	-
Group Expenses & Equipment	1,311.97	-
AGM	297.00	220.75
Misc	7.00	72.75
Explorers - Donation Fireworks	-	3,421.72
	<u>7,371.11</u>	<u>5,864.37</u>

TOTAL PAYMENTS

<u>26,400.11</u>	<u>52,410.87</u>
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Section A

Independent Examiner's Report

Report to the trustees

Charity Name

FIRST CHALFONT ST. GILES SCOUT GROUP

On accounts for the year
ended

30TH MARCH 2023

Charity no
(if any)

300662

Set out on pages

1 to 3

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 30/03/2023.

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 Trust's 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

[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. ~~Delete [] if not applicable.~~

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (~~other than that disclosed below*~~) which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did 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.

* Please delete the words in the brackets if they do not apply.

Signed:

T. Lawson

Date:

13/05/2024

Name:

T. LAWSON

Relevant professional
qualification(s) or body

F.C.A.

(if any):

Address:

18, THE LAGGER
CHALFONT ST. GILES
BUCKS. HP8 4DG

Section B

Disclosure

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

1-3

I report to the trustees of my examination of the accounts of the above charity ("the Trust") for the year ended 31/12/2018.

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 Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, have followed all the applicable Directions given by the Charity Commission under section 145(7)(b) of the Act.

[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of (insert name of applicable listed body). Delete if not applicable.]

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (either then that disclosed below*) which gives me cause to believe that in any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did 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 material consideration 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.

* Please delete the words in the brackets if they do not apply.

Signed: [Signature] Date: 19/02/2019