

Trustees' Annual Report

For the period

From (start date)

0 6 0 4 2 3

to end date

0 5 0 4 2 4

Section A

Reference and administration details

Charity name

3rd Marlow Bridge Scout Group

Other names the charity is known by

Registered charity number (if any)

3 0 0 6 8 3

HQ registration number

Charity's principal address

Mill Road

Marlow

Buckinghamshire

Postcode

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Names of the charity trustees who manage the charity

(These will be published in the annual report of the charity and the Charity Register if reporting for a Registered Charity with a charity regulator)

	Trustee Name	Office (if any)	Dates acted if not for whole year
1	Ian Milburn	Chairman	
2	Ian Dodds	Group Scout Leader	06/09/23 - 05/04/24
3	Robert Rayner	Secretary	
4	Natasha Hargreaves	Treasurer	01/09/23 - 05/04/24
5	Alison Grottrup	Beaver Scout Leader	01/09/23 - 05/04/24
6	Simon Wetenhall	Cub Scout Leader	
7	Noah Grottrup	Scout Leader	24/11/23 - 05/04/24
8	Andrew Buick	Assistant Scout Leader	01/11/23 - 05/04/24
9	Nicholas Baker	Scout Leader	04/03/24 - 05/05/24
10	Nigel Meek	Membership Secretary	06/04/23 - 01/09/23
11			
12			
13			
14			
15			

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

(These will be published in the annual report of the charity)

Type of advisor	Name	Address

Section B**Structure, governance and management**

Description of the charity's trusts

Type of governing document

(e.g. trust deed, constitution)

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.

How the charity is constituted

(e.g. trust, association, company)

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

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:

Policies and procedures adopted for:

- a) the induction and training of trustees;
- b) trustee' consideration of major risks and the systems and procedures to manage them

The Group is managed by the Group Executive Committee, 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.

The Committee consists of 3 independent representatives, Chair, Treasurer and Secretary together with the Group Scout Leaders, individual section leaders (if opted to take on the responsibility) and parent's representation and meets every 3 months.

Members of the Executive Committee complete '*Essential Information for Executive Committee*' training within the first 5 months of joining the committee.

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.

Section B	Structure, governance and management (continued)
	<p>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:</p> <p>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.</p> <p>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.</p> <p>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.</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 14. 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 the complete closure of the Group.</p> <p>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 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>The Group runs five sections - Beavers(2), Cubs(2) and Scouts(1). Beavers, Cubs and Scouts have been running at maximum capacity and a waiting list is in place. All five sections undertook nights away during the year, including attending the District Beaver Camp and various individual section camps. A variety of activities have been enjoyed by all sections including a visit/camp to Conkers theme park. All sections have benefitted from young Leaders and the continued support of parents. Other group events include Remembrance Day Parade at All Saints Church and attending the District St George's Day Service.</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. 	<p>The Group operates with the help of volunteer Leaders and Executive. The Group also encourages parents to assist in Camps and normal meetings. Without this additional volunteering the Leaders would not be able to provide all of the activities that they do, and the Group would not be as successful or popular.</p>
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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

The charity has continued to provide support to the running of 3rd Marlow Bridge Scout Group. It provides the record keeping and accounting required to allow the leaders, assisted by Young Leaders, to provide Scouting to all of the young people

Section E

Financial Review

Brief statement of the charity's policy on reserves

Reserves Policy

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 3 months running costs, circa £5000.

The Group held reserves of approximately £40,000 against this at year end. This is above the level required for operating expenses. We had obtained various government grants and rates relief as a result of the pandemic.

Quantify and explain any designations

Details of any funds materially in deficit (circumstances plus steps to eliminate)

There are no funds materially in deficit

Further financial review details (optional information)

You **may choose** to include additional

information, where relevant, about:	
• the charity's principal sources of funds (including any fundraising);	The Group's principal sources of funds are membership subscriptions, direct contributions to activity costs and fund raising in the Community
• how expenditure has supported the key objectives of the charity;	The group has invested principally in activities for the Beavers, Cubs and Scouts, with just over £7,000 on Camping, Badges and other activities during the year. We also spent just over £1200 on equipment such as tents to be able to help us carry out these activities. Maintenance was completed to our buildings totalling more than £1,100
• investment policy and objectives;	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.

Section F	Other Optional Information
Plans for future periods (details of any significant activities planned to achieve them)	

Section G	Declaration
The trustees declare that they have approved the trustees' report above	
Signed on behalf of the charity's trustees	
Signature(s)	 
Full name(s)	IAN MILBURN Rob Rayner
Position (eg Secretary, Chair)	CHAIR Trustee - Secretary
Date	27/09/24

Income and Expenditure Statement

Year to 5 April 2024					Year to 5 April 2023				
	£	£				£	£		
Opening bank balance (last day of the last year)	59,120				Opening bank balance		60,860		
INCOME					INCOME				
Donations	438.00				Donations	750			
Grants	-				Grants	500			
Gift Aid	3,767.82				Gift Aid	3,446			
Camps & Events	7,081				Camps & Events	5,156			
Rent	5,000.00				Rent	3,750			
Subs	16,227.15				Subs	14,799			
Refunds	158.69				Refunds	-			
Total Income		32,672.55			Total Income		28,402		
EXPENSES					EXPENSES				
Camps staff exp	3,442.95				Camps	2,735			
Camps Refund to pax	470.00				GoCardless fees	798			
GoCardless fees	-				Insurance	975			
Insurance	1,137.46				Utilities	1,533			
Utilities	1,746.55				Cleaning	730			
Cleaning	892.07				Capitation	7,860			
Capitation	8,515.00				Badges	1,770			
Badges	987.39				Fire	-			
Fire	-				Activities	5,528			
Activities	3,170.75				Uniform	-			
Uniform	2,001.55				Equipment	3,135			
Equipment	1,251.50				Food	324			
Food	852.07				Software	39			
Software	29.00				Stationery	156			
Stationery	66.03				First Aid	-			
First Aid	116.00				Hut maintenance	686			
Hut maintenance	1,144.63				Nursery maintenance	3,750			
Nursery maintenance	0				Executive meetings	39			
Executive meetings	113.64				Charitable donations	67			
Charitable donations	100.00				T-Shirts	522.45			
T-Shirts	522.45				Retirement gifts	131.67			
Retirement gifts	131.67				STRIP - pre paid expense card	200.00			
STRIP - pre paid expense card	200.00				Independent review	17			
Independent review	0								
Total Expenses		26,890.71			Total Expenses		30,141		
Net income/spend		5,781.84			Net income/spend		-1,739		
Closing balance per accounts		64,901.84			Closing balance per accounts		59,120		
Balance per bank		56,208.33			Balance per bank		59,120		
							-		



CHARITY COMMISSION
FOR ENGLAND AND WALES

Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the trustees

Charity Name

3RD MARLOW BRIDGE SCOUT GROUP

On accounts for the year
ended

5 APRIL 2024

Charity no
(if any)

300683

Set out on pages

(remember to include the page numbers of additional sheets)

Responsibilities and
basis of report

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended DD / MM / YYYY.
05 04 2024

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: Y Burn

Date: 24/09/2024

Name: JULIA ELLEN BURN

Relevant professional
qualification(s) or body

FCA

(if any):

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Address:

75 BERWICK ROAD

MARLOW

SL7 3AS

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.

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