

Trustees Annual Report

For the year
01/04/2022 to 31/3/2023

Section A Reference and administration details

Charity name: 1st Bourne End Scout Group

Registered charity number: 300703

Charity's principal address: Bourne End Scout Hut
Furlong Road
Bourne End
Buckinghamshire
SL8 5AE

Names of charity trustees who manage the charity:

	Trustee name	Office held (if any)	Dates acted (if not for whole year)
1	Samantha Samuel	Group Scout Leader	
2	John Samuel	Chairman	
3		Secretary	
4	Jenny Benning	Membership secretary	
5	Scott Lloyd	Treasurer	
6	Rachel Robinson	Group Administrator	
7	Martin Pidgley	Maintenance	
8			
9			
10			
11			
12			

Section B Structure, governance and management

Type of governing document: 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.

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

Trustee selection methods: The Trustees are appointed in accordance with the Policy, Organisation and Rules of The Scout Association.

Additional governance issues: 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 Leader, parent's representation and meets 6 times a year.

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.

Risk and internal control: 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.

Section C Objectives and activities

The objectives of the group are as a unit of the Scout Association. The Aim of The Scout Association is to promote the development of young people in achieving their full physical, intellectual, social and spiritual potentials, as individuals, as responsible citizens and as members of their local national and international communities. The method of achieving the Aim of the Association is by providing an enjoyable and attractive scheme of progressive training, based on the Scout Promise and Law and guided by adult leadership.

During the year we have five sections meeting on a weekly basis during term time: Quebec (Beavers), Jubilee and Jungle (Cubs) and Victory and Endeavour (Scouts) and Vulcan (Explorers). Yukon Beavers is currently closed due to lack of leaders.

Across all the sections, activities were chosen with discussions with the young people and organised by leaders to enable children to earn specific activity badges as well as to meet the criteria for the challenge badges. We are supported by parent volunteers.

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

The Group continues its commitment to fundraising to cover the shortfall between costs and money from subscriptions.

The Group now has over 90% of all young people moving up through the sections gaining their Chief Scout Awards, we have exciting and adventurous programmes running, and growth within the Group.

As a group we have around 55 adult volunteers made up of Leaders, Executive Members and Occasional Helpers

Section E Financial Review

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 £6,500 to ensure that there will be enough money to cover any emergency repairs and replacements e.g. to the heating in the Scout Hut.

The Group held reserves of approximately £27,000 against this at year end. However, this includes the Capitation cost of £8,580 which is due 1st April 2023. Investment is due to be made in some new camping equipment and repairs are urgently needed to The Scout Hut.

Investment policy: 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 at a high street bank.

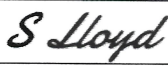
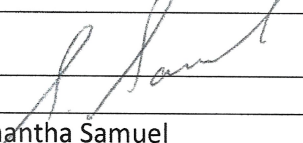
Section F Other optional information

The Group remains committed to increase adult volunteers annually, to ensure the future of the Group. Whilst also maintaining the high level of training our Leaders receive.

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)	Scott Lloyd	Samantha Samuel				
Position	Treasurer	Trustee (Group Scout Leader)				
Date	0	9	1	1	2	3



Section A

Independent Examiner's Report

Report to the trustees

Charity Name
1st Bourne End Scout Group

On accounts for the year
ended

31st March 2023

Charity no
(if any)

300703

Set out on pages

1-6

(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 31/03/2023.

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

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:

Date:

5/01/2024

Name:

David Whiting

Relevant professional
qualification(s) or body
(if any):

ICAEW Chartered Accountants

Address:

3 Walnut Grove, Wooburn Green HP10 0AL

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.

1st Bourne End Scout Group
Registered Charity Number 300703
Year ended 31st March 2023

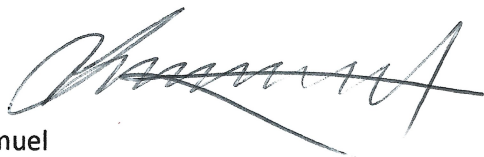
Assets & Liabilities (Cash basis)

	<u>2023</u>	<u>Notes</u>	<u>2022</u>
	<u>£</u>		<u>£</u>
<u>Fixed Assets</u>			
Tangible Assets	3,740		3,740
	<hr/>		<hr/>
	3,740		3,740
<u>Cash Funds</u>			
Bank Current Account	11,059		11,101
Deposit Account	16,543		18,006
Electricity Deposit	176		
	<hr/>		<hr/>
	27,778		29,107
<u>Sundry Creditor</u>	(194)		
<u>Net Assets</u>	<hr/>		<hr/>
	31,324		32,847
	<hr/>		<hr/>
<u>Charity Funds</u>			
Opening Balance	32,847		25,111
Surplus / Deficit	(1,523)		7,736
	<hr/>		<hr/>
Closing Balance	31,324		32,847
	<hr/>		<hr/>

The accounts have been prepared by Samantha Samuel (GSL) & Scott Lloyd (Treasurer) for 1st Bourne End Scout Group.

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

Signed



John Samuel

Date

6/1/24

Approved by Independent Examiner

Signed



Name and Qualifications

DAVID WHITING. ACA.
ICAEW

Date

5/01/2024

1st Bourne End Scout Group
Registered Charity Number 300703
Year ended 31st March 2023

Income and Expenditure Accounts (Cash basis)

	2023			Notes	2022		
	Unrestricted	Restricted	Totals		Unrestricted	Restricted	Totals
	Funds	Funds			Funds	Funds	
	£	£			£	£	
Income							
Subscriptions	18,104		18,104		19,340		19,340
Gift Aid	4,849		4,849				
Interest	37		37		2		2
Grants					8,000		8,000
Mini Bus Hire	165		165		215		215
Donations	595		595		430		430
Hall Hire							
Other Fundraising	3,269		3,269		3,079		3,079
Camp Fees	5,784		5,784		4,130		4,130
Other income							
Clothing Sales	417		417		89		89
Total Income	33,220		33,220		35,285		35,285
Expenditure							
Capitation	9,420		9,420		8,214		8,214
HQ maintenance	7,613		7,613		5,240		5,240
QM Stores	321		321		1,377		1,377
Equipment Replacement	296		296				
Group Expenses	3,590		3,590		3,699		3,699
Section Costs	2,377		2,377		1,621		1,621
Camps	5,297		5,297		2,799		2,799
Other Activities							
Insurance	1,720		1,720		1,502		1,502
Clothing costs	680		680		889		889
Fundraising Costs	1,300		1,300		106		106
Mini Bus Expenses	2,066		2,066		2,015		2,015
Unpaid subscriptions					54		54
Payment Processing Charges	63		63		33		33
	34,743		34,743		27,549		27,549
Surplus / Deficit	(1,523)		(1,523)		7,736		7,736

1st Bourne End Scout Group
Registered Charity Number 300703
Year ended 31st March 2023

Notes to the Accounts

Fundraising Details

	<u>Funds</u>		<u>Net</u>
	<u>Raised</u>	<u>Costs</u>	<u>Income</u>
	<u>£</u>	<u>£</u>	<u>£</u>
Amazon Smile	5		5
Bag2School	237		237
Christmas Tree Fundraiser	88		88
Family BBQ May 2022	1,775	-954	821
Fun Night 2022	1,073	-305	768
Parkfest	35	-26	9
Recycle4Chairty	28		28
St Pauls Fete	16	-15	1
Other	12		12
	3,269	-1,300	1,970

HQ Maintenance Detail

	<u>2023</u>	<u>2022</u>
	<u>£</u>	<u>£</u>
Cleaning	773	300
Electricity	1,129	1,177
Oil	788	635
Rent & Rates	898	836
Scout Hut Repair & Maintenance	2,587	895
Security System	137	378
Telephone & Broadband	221	198
Waste Collection	722	682
Water	358	139
	7,613	5,240

Section Expenses

	<u>2023</u>	<u>2022</u>
	<u>£</u>	<u>£</u>
Beavers	365	424
Cubs	380	615
Scouts	1,632	582
	2,377	1,621