

Trustees' Annual Report

For the period

From (start date)

0	1	0	4	2	3
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to end date

3	1	0	3	2	4
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Section A

Reference and administration details

Charity name

12TH CAMBRIDGE SCOUT GROUP

Other names the charity is known by

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Registered charity number (if any)

3	0	0	7	1	1
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HQ registration number

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Charity's principal address

40A Gilbert Road

Cambridge

Postcode

C B 4 3 P E

Names of the charity trustees who manage the charity

	Trustee Name	Office (if any)	Dates acted if not for whole year
1	Colin Sills	Group Scout Leader	
2	John Cornish	Treasurer	
3	Alison Vinnicombe	Secretary	
4	Sebastian Barker	Chairman	
5	Sam Wright		
6	Phil Garrett		
7	Madeleine Richer		
8	Hugh Massam		to 17/09/2023
9	Gill Bunting		to 17/09/2023
10	Gareth Peters		to 17/09/2023
11	Jamie McPherson		to 17/09/2023

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 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

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

(e.g. appointed by, elected by)

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 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.

Policies and procedures adopted for:

The Committee consists of 3 independent representatives, Chair, Treasurer and Secretary together with the Group Scout Leader, individual section leaders (if opted to take on the responsibility) and parent's representation and meets every 2 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;

Section B**Structure, governance and management (continued)****Risk and Internal Control (Specimen 1)**

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. 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 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 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.

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 comprehensive insurance policies to ensure that insurable risks are covered.

Section C

Objectives and activities

Summary of the objects of the charity set out in its governing document

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.

Summary of the main activities in relation to these objects

Group Sections meet weekly during term time. The Section Leaders organise a variety of team based activities. These are designed to develop the skills and capabilities of the young people. Each term there are camps organised, usually at the weekend, where young people stay for one or two nights with lots of outdoor activities.

Additional details of the objectives and activities (optional information but encouraged as best practice)

You **may choose** to include further statements, where relevant, about:

- 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

The Group returned to normal following the COVID-19 pandemic, with section meetings held at the hut, and a strong rebound in Scout activities and camps.

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 funds to continue the charitable activities of the group should income and fundraising activities fall short, plus funds set aside towards the cost of replacing the Scout hut roof.

The Group held reserves of approximately £40k against these contingencies at year end.

Quantify and explain any designations

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

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);

Income during the year totalled £62,732. Membership subscriptions were £10,601 but this included subs for the Spring term 2023 which we received after the end of the 2022-23 financial year. We paid membership fees of £4,414 to Cambridge District Scout Council, comprising National Scout fees plus Cambridge County fees. We claimed Gift Aid of £3,688 for qualifying subscriptions received during the period 1-9-21 to 31-8-23. We fundraised £3,529 from events including the Arbury Carnival and our fireworks night. Parental contributions totalled £12,368 funding a wide range of Scout camps and activities. We also received £32,780 in payments relating to the Canada trip which took place in August 2023, including parental contributions.

- how expenditure has supported the key objectives of the charity;

Expenditure during the year totalled £60,698. We spent £9,966 on running costs for the Scout hut including ground rent, utilities, refuse collection, and insurance for the Scout hut and a travel policy to cover the Canada trip. We spent £7,193 on Scout Camps and £4,595 on other activities for our young people, all organised and run by our section leaders. Canada trip payments totalled £36,091 including airline flights and costs incurred in Canada for bus transportation, camp fees, and activities. Miscellaneous expenses of £1,865 included medical fees during the Canada trip, and mountaineering training.

Summary of the main achievements of the charity during the year
The Group returned to normal following the COVID-19 pandemic, with section meetings held at the hut, and a strong rebound in Scout activities and camps.

- investment policy and objectives

Income and Expenditure are relatively small and the Group does not have sufficient funds to invest in longer-term investments such as stocks and shares. The Group has therefore adopted a low risk strategy and all funds are held on deposit at Barclays Bank.

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

Signature(s)

Full name(s)

Colin Stuart Sills

John Hector Cornish

Position (eg Secretary, Chair)

Group Scout Leader

Treasurer

Date

21/01/25

12th Cambridge Scout Group

Receipts and Payments Account

Year start date

Year end date

For the year from	1st April 2023	To	31st Mar 2024
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Receipts

	2023/24 £	2022/23 £
Receipts		
Donations, legacies and similar income		
Membership subscriptions	10,601	5,432
Less: Membership subscriptions paid on to Scout Association	-4,414	-4,307
Net membership subscriptions retained	6,188	1,126
Donations	0	105
Legacies	0	0
Gift Aid	3,688	0
Sub total	9,875	1,231
Grants		
Scout Association	0	0
Other grants	0	0
Sub total	0	0
Fundraising (gross)		
Group fundraising	3,529	5,553
Sub total	3,529	5,553
Investment income		
Interest (Scout Assoc Trust Acct, Building Soc Accts)	157	35
Sub total	157	35
Beaver, Cub, Scout and Explorer activities		
Contributions for camp and activities etc.	12,368	11,500
Refunds from camp and activity payments etc.	3,197	500
Sub total	15,565	12,000
Other Income		
Hut hire	825	0
Canada Trip Contributions	32,780	24,420
Sub total	33,605	24,420
Total Gross Income	62,732	43,238
Asset and investment sales, etc.	0	0
Total receipts	62,732	43,238

12th Cambridge Scout Group

Receipts and Payments Account

Year start date

Year end date

For the year from	1st April 2023	To	31st Mar 2024
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Payments



	2023/24 £	2022/23 £
Payments		
Headquarters costs		
Hut ground rent (paid from Barclays Trust account)	30	30
Water and Sewerage	72	3,299
Electricity and Gas	2,945	1,046
Refuse collection	418	375
Insurance	2,891	1,243
Materials	1,918	2,819
Subscriptions	553	612
Services	554	3,040
Equipment	586	953
Sub total	9,966	13,418
Beaver, cub, scout and explorer activities		
Camp costs	7,193	16,231
Other scout, cub and beaver activities	4,595	8,722
Badges and Beaver expenses	194	426
Miscellaneous expenses	1,865	732
Refunds paid to parents	225	295
District (Jamboree)	569	5,075
Canada trip	36,091	100
Sub total	50,732	31,581
Total Gross Expenditure	60,698	44,999
Asset and investment purchases, etc.	0	0
Total payments	60,698	44,999
Net of receipts/(payments)	2,034	-1,761
Cash funds last year end	45,196	46,957
Cash funds this year end	47,230	45,196

12th Cambridge Scout Group

Statement of assets at the end of the year

	31st Mar 2024	31st Mar 2023
	£	£
Cash	0	0
Current accounts		
Barclays Group account	31,449	18,943
Barclays Scout account	11,952	16,181
Barclays cub account	3,671	970
Trust Accounts		
Barclays Trust account	0	744
Scout Association Trust account	0	8,200
Debit Card Account		
Equals	158	158
Total	47,230	45,196

The above receipts and payments account and statement of assets and liabilities were approved by the Trustees on 29 September 2024 and signed on their behalf by

Signature



Print Name
 COLIN SILLS Group Scout Leader
 JOHN CORNISH Treasurer



Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name
12TH CAMBRIDGE SCOUT GROUP

On accounts for the year
ended

31 March 2024

Charity no
(if any) 300711

Set out on pages

(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 31/3/2024.

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 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.

Signed:

Robert Edward Barnes

Date:

December 21st 2024

Name:

ROBERT EDWARD BARNES

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

INSTITUTE OF CHARTERED ACCOUNTANTS
IN ENGLAND & WALES
(LIFE MEMBER)

Address:

THE OLD HOUSE

CARTERS GREEN, MATCHING

ESSEX CM17 0NX