



11th TORBAY (Barton) SEA SCOUT GROUP
Registered Charity No. 301088
Royal Navy Recognition – RN Unit No. 38

Annual General Meeting

Monday 22 April, 7:00pm Prince of Wales Building

AGENDA

1. Introduction and welcome
2. Apologies for absence
3. To approve the minutes of the Annual General Meeting held on 11th May 2023
4. **Governance topics**
 - a. Adopt the model constitution from Policy, Organisation and Rules: [Chapter 5: Local Scouting governance and finance – Groups, Districts, Counties | Policy, Organisation and Rules | Scouts](#)
 - b. Note the Group's financial year – 1/1/2023 – 31/12/2023
 - c. Agree the number of members that may be elected to the Trustee Board – Up to 4 elected members, up to 4 nominated members (but not more than the number elected) and up to 4 co-opted members (but not more than the number of elected members)
 - d. Agree the quorum for each of the Group Scout Council Trustee Board meetings and of any sub-committees - 1/3 of total membership + 1
5. **Review of the previous year**
 - a. The Group Scout Leader's review of Scouting at 11th Torbay for the year 2023
 - b. To receive and consider the Annual Report of the Group Trustee Board including the annual Statement of the Accounts
 - c. The President's
6. **Making appointments**
 - a. To approve the Groups Scout Leader's nomination of the Group Chair - Sam Pearce
 - b. Election of the Group Treasurer - Russ White
 - c. Elections of members to the Group Trustee Board - Nick Pearce, Helen Chapman, Norman Squires, Adam Biggs
 - d. To appoint the Independent Examiner – Robert Broxton
7. Presentation of Awards
8. Close of meeting

Trustees' Annual Report for the year ended 31 December 2023

Administrative details

Charity Name	11th Torbay Scout Group
Registered Charity Number	301088
Principal Address	11th Torbay Scout HQ Lummaton Cross Torquay TQ2 8ET

Trustees

Paul Bailiss	Group Scout Leader
Terry Porter	Group President
Sarah Pearce	Chair
Russ White	Treasurer
Nick Pearce	
Helen Chapman	
Norman Squires	
Adam Biggs	

Governing Document and Constitution

The charity was registered on 16 November 1966 and is constituted under the Royal Charter, granted 4 January 1912. The Scout Group is constituted in terms of the Rules of the Scout Association, which is a charitable body incorporated by Royal Charter. The Group is a Registered Charity —Number 301088.

Scout Association 'Mission Statement'

The Aim of the Association is to promote the development of young people in achieving their full physical, intellectual, social and spiritual potential, as individuals, as responsible citizens and as members of their local, national and international communities. The National Scout Movement states “By 2025 we’ll have prepared more young people with skills for life, supported by amazing leaders delivering an inspiring programme. We’ll be growing, more inclusive, shaped by young people and making a bigger impact in our 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.

Objectives

The objective of the charity is to promote and assist 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 and international communities.

Scouts enables young people to make new friends, have amazing adventures, and learn new skills.

Activities and Achievements

A summary of the Group's Activities and Achievements can be found in the Group Scout Leader's report.

Trustee's Responsibilities

We are required under charity law to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the charity and the financial activities of the charity for that period.

In preparing those financial statements, we are required to:

- Select suitable accounting policies and apply them consistently
- Make judgments and estimates that are reasonable and prudent.
- State whether the policies adopted are in accordance with the appropriate SORP on accounting by Charities and the Accounting Regulations and with applicable accounting standards.
- Keep proper accounting records.
- Safeguard the charity's assets.
- Take reasonable steps for the provision and detection of fraud and other irregularities.
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

We are also responsible for:

- The maintenance of Group property.
- The raising of funds and the administration of Group finance.
- The insurance of persons, property and equipment.
- Assisting in the recruitment of Leaders and other adult support.
- Appointing any Sub-Committees that may be required.

Trustee's and Leader's Remuneration

All Trustees, Leaders, Instructors and Adult Helpers carry out their roles and tasks voluntarily, without payment or benefit in kind.

Risk Management

The Group Board of Trustees 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 buildings, property and equipment.

The Group would request the use of buildings, property and equipment from other Scout Groups or other appropriate organisations with available facilities. The Group have insurance to mitigate long term or permanent loss.

- Injury to Leaders.

The Group is covered by the Scout Association's national accident insurance policy.

- Reduced income from fundraising.

The Group is primarily reliant upon income from subscriptions and fundraising. The Group Board of Trustees could raise the value of subscriptions to increase the income to the Group on an on-going basis, either temporarily or permanently. In exceptional circumstances the Reserve Fund could be used as a short-term solution.

- Reduction or loss of Leaders.

The Group is totally reliant upon volunteers to run and administer the Group and activities. If there was a reduction in the number of Leaders to an unacceptable or unsafe level in any Section, or the Group as a whole, then there would have to be a contraction, consolidation or closure of a Section. In a serious and extreme situation, the Group may have to face closure.

- Reduction of loss of members.

The Group provides activities for all young people between the ages of 6 to 18 years of age. If there was a significant reduction in the number of members in any Section, or the Group as a whole, then there would have to be a contraction, consolidation or closure of a Section, and in an extreme situation the Group may have to face closure.

Reserves

The Group maintain a Reserve Account to support the Group for a period of time to maintain rents, utilities and other essential expenses during a period winding down to closure. The Group Board of Trustees could approve a short-term use of the Reserve to support a financial emergency if the Group would suffer an adverse condition or loss of reputation.

Declaration

The Trustees declare that they have approved the Trustee's Report, as shown below.

Signed on behalf of the 11th Torbay (Barton) Sea Scout Group Trustees by:



Sarah Pearce
Group Exec. Chair



Paul Bailiss
Group Scout Leader

Date: 4th March 2024

Date: 4th March 2024

Chair's Report

During 2023, the Group's Board of Trustees continued to work alongside the Lions Club of Babbacombe and St Marychurch, attending Torbay Leisure Hotels weekly throughout the summer season and other school holidays to run virtual Race nights. These evenings raised just under £3,000 over the year and helped to promote scouting and the group amongst the guests of the hotels as well as locals who attend the evenings and the staff of TLH. The race nights are good fun and very well received by adults and children alike as those of you who attended our February Group Race Night will attest to! We would like to say a huge thank you to the Lions for their support with this and are happy to be working with them again this year.

Work on formalising the lease for the Prince of Wales building is ongoing, sadly with little change over the last year. The Board of Trustees will continue to do everything we can to ensure this in place as the building is such a huge asset to the group. We would still very much like to open a Land Scout section if, and when, enough adult volunteers can be found.

The Board of Trustees meet approximately 4 times each year, and work together to ensure all legal responsibilities are met, including managing the Group's finances, looking after the buildings, insurance and property, managing risks and ensuring the group follow the Scout Association POR, key policies and charity regulations. Thank you to all parents and carers who have signed up for Gift Aid for the group – this is such an important part of our fundraising, giving us over £4,000 last year.

As always, all members of the Trustee Board would like to express huge thanks to QM and the whole leadership team. Any Scout group can only be as good as the enthusiasm and expertise of the leaders who give up so much of their time to run the section programmes for the children.

Although, generally at AGMs we are preaching to the converted, I would like to again send out a plea for more volunteers to come forward to assist with the sections. For anybody attending this evening or who is reading this report after the AGM, please do get in touch if this is something you might be interested in! Even if you can't commit to every week, any help will be warmly welcomed and may just save the current team from burn out! if this is something you might be interested in, please do have a chat with QM

S Pearce
Chair



Group Scout Leader's 2023 AGM Report

Welcome to another AGM at the 11th Torbay Scout Group, we have enjoyed a brilliant year of fun, friendship and adventure. Beavers, Cubs, Scouts and Explorers have all maintained in numbers to now only needing a small number of new young people to maximise sections out across the group, the down side to this is that we need more adult helpers for all four sections.

An exciting program can only be delivered by inspiring, motivated and dedicated leaders, my up most thanks and appreciation goes to every single leader and executive member of our group, who without their hard working devoted input, we would not be able to offer a stimulating, diverse range of activities and adventures, which directly give our young people tangible skills for life.

We have an ever growing pool of younger helpers from our own Explorer Scout section, working through the Young Leaders scheme. Currently we have Macey Gardiner, Finley Burt, Jessica and Matthew Earl along with Marlena Skalubinska helping out with Beavers and Scouts.

We have also enjoyed our group's Carol service around Christmas time and celebrating, with another local group, Remembrance at the main Cenotaph in Torquay. All sections have camped and had fun-days and raised the profile of Scouting on Torre Abbey Meadow for the Coronation celebrations of our new King.

A fully challenging program has been produced on the water and all enjoyed learning new skills and improving old ones.

As a group we require more adult helpers as frontline leaders, committee members, maintenance helpers and a dedicated fund-raising team.

Please get in touch if you can help.

Best wishes

QM

**"Amazing Leaders, Delivering An Inspiring Program = Young People
With The Skills For Life"**

Treasurer's Report

The year of 2023 has been tough on the financial front. We have had to purchase a trailer mover @ just over £2,000.00, a powerful battery for camping and crossbows for some section activities.

On the negative side our monthly subscriptions were £4,000 down on the previous year. This also had a knock-on effect, reducing our gift aiding element by over £1,000 from the previous year's award. On the positive side our membership numbers increased over the last quarter of 2023. Unfortunately with reducing revenues the scout trustees have had to raise the monthly subscriptions by £5.00 per month, per member for the current year.

It is good to see that lots of Explorers, Scouts, Cubs and Beavers have signed up to join the Devon County Scoutmoor Camp at Exeter. The attractions being set up look amazing and I'm sure our scout group will have a great time.

After the wet weather of the last 6 months I'm sure everyone is looking forward to start the boating season in May. If any parents have any spare time to help with the boat preparation I'm sure Skip would be delighted to hear from you.

Russ White - Treasurer

Group President Report

I would like to Thank Paul for his valued support to all sections and the work he does in the background, also to Cheryl for her support to him as his wife, whilst still running the Scout Section.

Thanks should also go to all leaders for providing Scouting at Barton and supporting other sections, due to the shortage of Leaders.

I hope to hear of someone willing to run our group's Explorer unit when the leaders retire after many, many years in their roles.

Everyone will realise that no group can run without dedicated Trustees who oversee the financial position to support the sections.

Terry Porter (Skip) - Group President

Reports from some of our sections:



After recently taking over as Cubs Section Leader I have been able to concentrate on improving the section.

We are currently on a recruitment drive for new cubs and have had success from our recent "Bring a Friend" night.

Working hard with the other leaders we have put an exciting program together for the upcoming months when we will continue to be concentrating on the children earning badges and having fun.

As cubs section leader I think we have some amazing cubs who will achieve the silver chief scouts award in the coming year.

I look forward to working with the cubs and leadership team.

Akela

SCOUTS

11th Torbay (Barton) Sea Scouts Annual Report 2023: Scout Section

Leaders and Skills Instructors: Cheryl (Captain), Jason (Wings), Jenny (Sparks), John (Brownsea), Sam (Purser), Andy (Bosun), Reece (Ops) and Young Leaders Macey (Stoker) and Fin (Gunner)

This year started with a full programme planned for the Scouts, the section started to work on the Scientist, Meteorology, Master at Arms (Rifle shooting) and Challenge badges. In February we held an Indoor Camp where we focused on Outdoor skills – axe work, fire-lighting, cooking meals on alter fires, followed by a morning at AMF bowling. In March we visited the Fleet Arm Museum and completed Air Activities badges.

In May Scouts took part in a weekend outdoor camp at Watcombe campsite. Scouts then continued through summer taking part in water activities including pulling, power coxswain and kayaking before returning to the hut for the Autumn programme which included the Mechanics Badge, a talk from the Guide dogs and a Halloween party.

Scouts continues to support between 25-30 children throughout the year, with 6 Scouts achieving their Chief Scouts Gold award.

I would like to thank all adults involved with the scout section and say thank you to the scouts for attending each week with a positive outlook, willing to dress smartly, join in and giving 100% effort to all the activities put on for them.

ACCOUNTS – FINANCIAL STATEMENTS YEAR ENDED 31st DECEMBER 2023

11th Torbay Barton Sea Scout Group (Charity No 301088) Receipts and Payments Account

Year start date		Year end date	
For the year from	01/01/2023	To	31/12/2023

Receipts and payments

	2023			2022
	Unrestricted funds	Restricted funds	Endowment funds	Total funds
	£	£	£	£
Receipts				
Donations, legacies and similar income				
		-	-	-
		-	-	-
Membership Subscriptions	15,365	-	-	15,365
Donations	1,683	-	-	1,683
Gift Aid	4,284	-	-	4,284
Activities and Camps	3,381	-	-	3,381
Misc	75	-	-	75
Sub total	24,788	-	-	24,788
Grants				
Maintenance grant	-	-	-	-
Other grants		-	-	-
Sub total	-	-	-	9,103
Fundraising (gross)				
Fundraising (gross)	2,979	-	-	2,979
Detail 2	-	-	-	-
Detail 3	-	-	-	-
Other fundraising activities		-	-	-
Sub total	2,979	-	-	4,714
Investment income				
Bank interest	-	-	-	-
Building Society interest	-	-	-	-
The Scout Association Short Term Investment Service	-	-	-	-
Property Rent income	-	-	-	-
Other investment income	-	-	-	-
Sub total	-	-	-	-
Total Gross Income	27,767	-	-	27,767
Asset and investment sales, etc.	-	-	-	-
Total receipts	27,767	-	-	27,767

11th Torbay Barton Sea Scout Group (Charity No 301088) **Receipts and Payments Account**

Year start Date		Year end Date	
For the year from	01/01/2023	To	31/12/2023

Receipts and payments



	2023			2022
	Unrestricted funds	Restricted funds	Endowment funds	Total funds
	£	£	£	£
Payments				
Charitable Payments				
Youth programme and activities	16,688	-	-	16,688
Adult support and training	355	-	-	355
Rent	4,400	-	-	4,400
Changing Room Rent	403	-	-	403
Premises Exp Water Gas Electric	4,554	-	-	4,554
Insurance	4,373	-	-	4,373
Repairs and Renewals	1,200	-	-	1,200
Materials and equipment	82	-	-	82
Admin Costs	888	-	-	888
Membership Subscriptions paid	4,294	-	-	4,294
Misc	174	-	-	174
AGM and trustee expenses	-	-	-	-
Other costs detail 1	-	-	-	-
Other costs detail 2	-	-	-	-
Other costs detail 3	-	-	-	-
Sub total	37,411	-	-	37,411
Fundraising expenses				
Detail 1	-	-	-	-
Detail 2	-	-	-	-
Detail 3	-	-	-	-
Other fundraising costs	-	-	-	-
Sub total	-	-	-	-
Total Gross Expenditure	37,411	-	-	37,411
Asset and investment purchases, etc.	-	-	-	-
Total payments	37,411	-	-	37,411
Net of receipts/(payments)	- 9,644	-	-	- 9,644
Transfers between funds	-	-	-	-
Cash funds last year end	-	-	-	-
Cash funds this year end	- 9,644	-	-	- 9,644

Statement of assets and liabilities at the end of the year

	2023			2022	
	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Total funds
	£	£	£	£	£
Cash funds					
Treasurers Bank Account	2,319	-	-	2,319	14,826
Bank Reserve Account	10,829	-	-	10,829	10,678
Explorers Bank Account	10	-	-	10	116
The Scout Association Short Term Investment Service	-	-	-	-	-
Cash/Floats	-	-	-	-	-
Total cash funds	13,158	-	-	13,158	25,620
Other monetary assets					
Tax claim	-	-	-	-	-
Debts due from the County/Area/District/Group	-	-	-	-	-
Insurance claim	-	-	-	-	-
Sub total	-	-	-	-	-
Investment assets					
Investment property - detail	-	-	-	-	-
Quoted investments	-	-	-	-	-
Other investments - detail	-	-	-	-	-
Sub total	-	-	-	-	-
Non monetary assets for charity's own use					
Badge stock	-	-	-	-	-
Shop stock	-	-	-	-	-
Land Boat Storage Building Boats	66,237	-	-	66,237	66,237
Land and buildings	133,953	-	-	133,953	133,953
Motor vehicles	7,000	-	-	7,000	7,000
Scouting equipment, furniture etc	19,140	-	-	19,140	19,140
Scout Equipment	43,555	-	-	43,555	40,737
Sub total	269,885	-	-	269,885	267,067
Liabilities					
Accounts not yet paid	-	-	-	-	-
Expenses incurred but not invoiced	-	-	-	-	-
Subscriptions not yet paid	-	-	-	-	-
Loan - detail	-	-	-	-	-
Other liabilities	-	-	-	-	-
Sub total	283,043	-	-	283,043	292,687

Contingent liabilities and future obligations

The above receipts and payments account and statement of assets and liabilities were approved by the Trustees on Xth X 200X (the date of the Executive Committee meeting that approved the accounts) and signed on their behalf by

Signature	Print Name	
	Sarah Pearce	Chair
	Russ White	Treasurer