

# Trustees' Annual Report

For the period

From (start date)

0 1 0 1 2 4

to end date

3 1 1 2 2 4

## Section A

### Reference and administration details

Charity name

1st Shanklin Scout Group

Other names the charity is known by

Registered charity number (if any)

3 0 2 1 3 6

HQ registration number

Charity's principal address

1st Shanklin Scout HQ

Batts Road, Shanklin

Isle of Wight

Postcode

P O 3 7 7 N U

Names of the charity trustees who manage the charity

	Trustee Name	Office (if any)	Dates acted if not for whole year
1	Stephen Goodyear	Chair	
2	Carol Lockyer	Secretary	
3	Carolyn Harvey	Group Lead Volunteer	
4	Richard Turnbull	Treasurer	
5	David Owen	Beaver Leader	
6	Daniel Swan	Cub Leader	
7	David Harvard-Swan	Cub Leader	
8	Julie Leaver		
9			
10			
11			
12			
13			
14			
15			

# Trustees' Annual Report

Section B

Structure, governance and management

For the period

Description of the charity/trusts

Type of governing document

From (start date)	0	1	0	1	2	4	to end date	3	1	1	2	2	4
<p>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.</p>													

How the charity is constituted

<p>The Group is a trust established under its rules which are common to all Scouts.</p>
---

Trustee selection methods

<p>The Trustees are appointed in accordance with the Policy, Organisation and Rules of The Scout Association.</p>
---

<p>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.</p> <p>The Trustee Board consists of the Chair, Treasurer and Secretary together with the Group Lead Volunteer and individual section leaders and meets every 2 months.</p> <p>Members of the Trustee Board complete Being a Scouts Trustee learning within the first 6 months of joining the Board.</p> <p>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.</p>
--

**Risk and Internal Control**

The Group Trustee 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 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. 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 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 4 to 18. 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.

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.

## 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

1st Shanklin Scout Group operates three youth sections: Beaver Scouts, Cub Scouts and Scouts.

Each section provides a structured weekly programme of indoor and outdoor activities during term time for young people aged 6 to 14. All sections offer opportunities to take part in sleepovers and camps. The programme is built around three key themes: outdoor and adventure, world, and skills. Activities are planned by the leadership teams in partnership with young people to ensure a varied, engaging and inclusive experience.

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

Detailed in the Group Lead Volunteer's and the Section Volunteer's reports tabled at the AGM

**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 Trustee Board considers that the group should hold a sum equivalent to 12 months running costs, circa £3,000 and an emergency maintenance reserve of £2,500.

The Group held reserves of approximately £48,480 at year end.

• investment policy and objectives;

The Group Trustee Board regularly monitors the levels of bank balances and the interest rates received to ensure the group obtains maximum value and income from its banking arrangements. Occasionally this may involve using an account that requires a period of notice before funds may be withdrawn, before doing so the Group Trustee Board considers the cash flow requirements.

**Section F****Other Optional Information**

Plans for future periods (details of any significant activities planned to achieve them)

The Group intends to continue undertaking a significant programme of upgrades to the HQ, including the kitchen, committee room, hall, and toilet facilities. These works are intended to provide a safe and effective environment for Scouting activities and to improve the standard of facilities available to members and visitors.

The improvements are also expected to increase the use of the HQ by visiting Scout groups and other users, thereby supporting additional income generation and reducing reliance on fundraising and donations.

## Section G

## Declaration

The trustees declare that they have approved the trustees' report above

Signed on behalf of the charity's trustees

Signature(s)

STEPHEN

Full name(s)

STEPHEN JOHN RICHARD GOODYEAR

Position (eg Secretary, Chair)

CHAIR

Date

120925

# 1st Shanklin Scout Group (Charity number: 302136)

## Receipts and payments account

Year start date

Year end date

For the year from	01/01/2024	To	31/12/2024
-------------------	------------	----	------------

### Receipts and payments

	2024	2023
	Unrestricted funds	Unrestricted funds
	£	£
<b>Receipts</b>		
<b>Donations, legacies and similar income</b>		
Membership subscriptions	4162	3684
Donations	1050	516
Legacies	25000	0
Program	1860	365
Gift Aid	0	0
Other similar income	441	435
<b>Sub total</b>	<b>32513</b>	<b>5000</b>
<b>Grants</b>		
Maintenence grant	0	0
Other grants	480	0
<b>Sub total</b>	<b>480</b>	<b>0</b>
<b>Fundraising events (gross)</b>		
200 Club	592	792
Easy Fundraising	105	87
Other fundraising activities	482	0
<b>Sub total</b>	<b>1180</b>	<b>879</b>
<b>Scout hut income</b>		
Hire of building	561	980
Hire of equipment	0	0
Other Scout hut income		0
<b>Sub total</b>	<b>561</b>	<b>980</b>
<b>Investment income</b>		
Bank interest	775	0
Building Society interest		0
The Scout Association Short Term Investment Service		0
Other investment income	0	0
<b>Sub total</b>	<b>775</b>	<b>0</b>
<b>Total Gross Income</b>	<b>35509</b>	<b>6859</b>
<b>Asset and investment sales, etc.</b>	<b>0</b>	<b>0</b>
<b>Total receipts</b>	<b>35509</b>	<b>6859</b>

# 1st Shanklin Scout Group (Charity number: 302136)

## Receipts and payments account

Year start date

Year end date

For the year from	01/01/2024	To	31/12/2024
-------------------	------------	----	------------

### Receipts and payments

	2024	2023
	Unrestricted funds	Unrestricted funds
	£	£
<b>Payments</b>		
<b>Charitable Payments</b>		
Membership subscriptions paid	1841	1739
Youth programme and activities	3186	687
Water and Sewerage	65	0
Electricity and Gas	899	515
Insurance	1084	702
Repairs and Renewals	1054	4180
Materials and equipment	662	39
Administrative costs	63	388
Uniforms and Badges	961	403
Other costs	22	0
<b>Sub total</b>	<b>9836</b>	<b>8653</b>
<b>Fundraising expenses</b>		
200 Club	323	272
Other fundraising costs		0
<b>Sub total</b>	<b>323</b>	<b>272</b>
<b>Total Gross Expenditure</b>	<b>10159</b>	<b>8925</b>
<b>Asset and investment purchases, etc.</b>	<b>0</b>	<b>0</b>
<b>Total payments</b>	<b>10159</b>	<b>8925</b>
<b>Net of receipts/(payments)</b>	<b>25350</b>	<b>-2066</b>
<b>Cash funds last year end</b>	<b>26035</b>	<b>28101</b>
<b>Cash funds this year end</b>	<b>51385</b>	<b>26035</b>

# 1st Shanklin Scout Group (Charity number: 302136)

## Receipts and payments account

Year start date

Year end date

For the year from	01/01/2024	To	31/12/2024
-------------------	------------	----	------------

### Statement of assets and liabilities at the end of the year

	2024 Unrestricted funds	2023 Unrestricted funds
	£	£
<b>Cash funds</b>		
Bank current account	3214	3400
Bank deposit account	35266	10000
Building society account	10000	10000
200 Club	2904	2635
Cash/Floats	0	0
<b>Total cash funds</b>	<b>51385</b>	<b>26035</b>
(agree balances with receipts and payments account)	ok	ok
<b>Other monetary assets</b>		
Tax claim	-	-
Debts due from the County/Area/District/Group	-	-
Insurance claim	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>
<b>Investment assets</b>		
Investment property - detail	-	-
Quoted investments	-	-
Other investments - detail	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>
<b>Non monetary assets for charity's own use</b>		
Badge stock	-	-
Shop stock	-	-
Other stock	-	-
Land and buildings	-	-
Motor vehicles	-	-
Scouting equipment, furniture etc	-	-
Other	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>
<b>Liabilities</b>		
Accounts not yet paid	-	-
Expenses incurred but not invoiced	-	-
Subscriptions not yet paid	-	-
Loan - detail	-	-
Other liabilities	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>
<b>Total net assets</b>	<b>51,385</b>	<b>26,035</b>

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 Trustee Board meeting that approved the accounts) and signed on their behalf by

Signature


Print Name

Chair
Treasurer

# Template for the scrutineer's report to the trustees

## Scrutineer's Report to the Trustees of 1<sup>st</sup> Shanklin

I report on the accounts of the Group/District for the year ended 31<sup>st</sup> December 2024

### Respective responsibilities of Trustees and Scrutineer

As the Group's/District's trustees you are responsible for the preparation of the accounts; you consider that neither the audit nor independent examination requirements of the Charities Act 2011 apply. It is my responsibility without carrying out an audit or independent examination to scrutinise the accounts and to report to you.

### Basis of Scrutineer's Statement

In accordance with the directions given in the Group's/District's constitution, I have scrutinised the records and the accounts set out on pages 1 to 3

### Scrutineer's Statement

In my opinion the accounts are in accordance with the records produced to me and comply with the constitution.

Name: Mr. T Fallick  
Address: 44 Cypress Road  
Newport  
Isle of Wight  
PO30 1HA

Date: 9<sup>th</sup> April 2025

