

43rd Bristol (St Mary Magdalene, Stoke Bishop) Scout Group

Trustees' Annual Report

for the year ended 31 March 2024

Section A	Reference and administration details
Name	43rd Bristol (St Mary Magdalene, Stoke Bishop) Scout Group
Other names known by	43rd Bristol Scout Group
Registered charity number	302159
Principal address	Scout Hut, 15 - 17 Kewstoke Road, Stoke Bishop, Bristol

Names of the Group Executive Committee members, who are the Trustees:

Name	Office	All served throughout year.
Charles Elderton	Chair	
Nicky Woodfield	Group Scout Leader	
Steve Brown	Assistant Group Scout Leader	
Sarah Elderton	Secretary	
Scott Whitby-Smith	Treasurer	
Jacquie Carn	Group Supporter	
Carolyn Jenkins	Fundraising Committee Chair	
Jon Kennedy	Web Master	
Andy Judd	Community Liaison Officer	
Rev'd Jema Ball	Sponsor's Representative	

Section B	Structure, governance and management
Description of the charity's trust:	
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 constituted	The Group is a trust established under its rules which are common to all Scouts.
Trustee selection	The Trustees are appointed in accordance with the Policy, Organisation and Rules of The Scout Association.
Management	<p>The Group is managed by the Group Executive Committee, with the majority of the members being 'Charity Trustees' of the Scout Group. This consists of the Chair, Treasurer and Secretary together with the Group Scout Leader, Assistant Group Scout Leader and individual Section Leaders and any parent representatives (as required). 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. The Committee meets a minimum of 3 times a year.</p> <p>This Group Executive Committee exists to support the Group Scout Leader in meeting the responsibilities of the appointments and is responsible for:</p> <ul style="list-style-type: none"> • the maintenance of Group property • the raising of funds and the administration of Group finance • the insurance of persons, property and equipment • group events and 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.

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Section B Structure, governance and management (continued)	
Risks and Internal Control	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:
Risks	<p>1. Safeguarding members. The Group gives this a high priority and applies the policies laid down by the Scout Association. No Serious Incident Report has had to be made to date.</p> <p>2. Injury to leaders, helpers, supporters and members. The Group through the capitation fees contributes to the Scout Association's national accident insurance policy. Risk Assessments are undertaken before all activities. A Risk Assessment of the entire premises and its environs has been undertaken and agreed by the Executive.</p> <p>3. 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 that Section or the Group. In the worst case scenario the complete closure of the Group.</p> <p>4. 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 a whole then there would have to be a contraction, consolidation or closure of that Section or the Group. In the worst case scenario the complete closure of the Group.</p> <p>5. Reduced income from fund raising. The Group is primarily reliant upon income from subscriptions and fundraising. The Group does hold reserves to ensure the continuity of activities should there be a major reduction in income. The Committee could then raise the level of subscriptions to increase the income to the Group on an ongoing basis, either temporarily or permanently.</p> <p>6. Damage to the building, property and equipment. The Group would then request the use of buildings, property and equipment from neighbouring organisations such as the church, community groups and other Scout Groups. The Group has sufficient buildings and contents insurance in place to mitigate against permanent loss.</p>
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 requiring two signatories/ authorisations for all payments and comprehensive insurance policies to ensure that insurable risks are covered.
Section C Objectives and activities	
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	<p>As Scouts we are guided by these values:</p> <p>Integrity - We act with integrity; we are honest, trustworthy and loyal.</p> <p>Respect - We have self-respect and respect for others.</p> <p>Care - We support others and take care of the world in which we live.</p> <p>Belief - We explore our faiths, beliefs and attitudes.</p> <p>Co-operation - We make a positive difference; we co-operate with others and make friends.</p>
The Scout Method	<p>Scouting takes place when young people, in partnership with adults, work together based on the values of Scouting and:</p> <ul style="list-style-type: none"> • 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.
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.

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Section D Achievements and performance

Summary of the main achievements during the year	<p>Key achievements across the year included:</p> <ul style="list-style-type: none"> the delivery through our Section Leaders and Adult Volunteers of a unique mix of innovative weekly activities for our Scouts, Cubs and Beavers adventure activities included a visit to a Sikh Temple, exploring Clifton Suspension Bridge, summer camps, hikes and learning to sub-aqua in a pool we helped volunteer at Bristol Half Marathon, completed a St Georges Day litter pick and attended the St Marys Church Remembrance Service our Section numbers were: with children 90 (2023: 91) and adult and young leader volunteers 12 (2023: 12) we successfully recruited a number of Adult Volunteers, within the Cub Section in particular, and across all sections as Occasional Helpers our adult team achieved a combination of awards: wood badges; Chief Scout Commendation for Good Service; 5 and 10 year Long Service Awards and Merit Awards– we thank them each for their effort and service continued general maintenance of the Hut and site where necessary running successful community events including our Christmas Tree Sale and a Plant Sale achieving over 335K of monies raised or pledged towards our fundraising target for our new Scout Community Centre – this included a number of successful large grant applications and a corporate sponsor launched our first ever fundraising video along with a fundraising Newsletter gave talks to Probus and at a Stoke Bishop Ward Forum meeting, as well as having articles published in The Messenger significant energy and effort has been put in over the year by our Hut Delivery Team of volunteers helping to prepare everything we need for the new build and assisting with fundraising – thank you to everyone involved
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Financial Review

Results for the year	<p>The accounts show a General fund surplus of receipts over payments for the year of £868 (2023 £2,097). This surplus was designated or transferred from the General Fund to the Hut Fund. The General Fund reserves at the year end were £10,000 (2023: £10,000). Fundraising during the year was all for the Hut Fund, with net receipts of £44,608 (2023 £25,850). The Hut Fund cash reserves at the year end were £252,909 (2023 £224,286) , which is the balance of £269,458 (2023 £224,286) received to date, less £16,548 (2023 £15,985) spent to date. In addition grants of £85,000 (2023 £30,000) are promised for when the building work starts.</p>
Reserves policy	<p>To generate by fundraising sufficient funds in the Hut Fund to finance the planned rebuilding of the Scout Hut.</p> <p>To hold sufficient resources in the General Fund to continue the charitable activities of the group should income and fundraising activities fall short. The Group Executive Committee consider that a sum equivalent to 12 months running costs should be held, circa £10,000.</p> <p>To transfer any excess above and beyond that needed for the General Fund into the Hut Fund.</p>
Investment policy	<p>The Group has adopted a risk averse strategy to the investment of its funds. All funds are held in deposit or current accounts in mainstream banks.</p>

Section F Other Optional Information

Plans for the future	<p>Plans for the future:</p> <ul style="list-style-type: none"> to continue to offer a broad range of exciting adventure and learning activities across the Sections to increase awareness of our Group and our fundraising activities to the local community and businesses to have increased our fundraising pot to over £400K comprising cash, pledged monies and/or philanthropic loans to begin making a material start on demolishing the existing hut and building the new scout community centre
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Section G Declaration

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

Signed on behalf of the charity's trustees:

20 May 2024

Name	Charles Elderton
Position	Chair

43rd Bristol (St Mary Magdalene, Stoke Bishop) Scout Group

Receipts and Payments Account Summary

for the year ended 31 March 2024

	This year General Fund	This year Hut Fund	This year Total	Previous Year Total
	£	£	£	£
Total receipts for the year (page 5)	14,928	49,717	64,645	43,673
Total payments for the year (page 6)	14,060	5,977	20,037	15,726
Surplus receipts over payments for the year	868	43,740	44,608	27,947
Transfer to the Hut fund	(868)	868	-	-
Net surplus for the year	-	44,608	44,608	27,947
Cash funds last year end	10,000	208,301	218,301	190,354
Cash funds this year end	10,000	252,909	262,909	218,301

The receipts and payments account (pages 4 to 6) and the statement of assets and liabilities (page 7) were approved by the Trustees on 20 May 2024 and signed on their behalf by:

Charles Elderton

Chair

Scott Whitby-Smith

Treasurer

43rd Bristol (St Mary Magdalene, Stoke Bishop) Scout Group

Receipts

for the year ended 31 March 2024

	This year General Fund £	This year Hut Fund £	This year Total £	Previous Year Total £
Donations, legacies and similar income				
Membership subscriptions	12,042	-	12,042	10,144
Less: Membership sub's paid (National and District)	(5,115)	-	(5,115)	(4,611)
Net membership subscriptions retained	6,927	-	6,927	5,533
Donation from guides	-	-	-	200
Hire charges	-	-	-	145
Donated services - web site	325	-	325	325
Gift Aid (tax claimed on sub's)	2,040	-	2,040	1,830
	9,292	-	9,292	8,033
Grants				
Activities				
Grant for activities	700	-	700	-
Scouts	2,310	-	2,310	1,320
Cubs	1,521	-	1,521	1,214
Beavers 1 (Monday)	320	-	320	560
Beavers 2 (Tuesday)	715	-	715	392
	5,566	-	5,566	3,486
Fundraising				
Christmas tree sale	-	7,038	7,038	7,128
Individuals' donations	-	21,760	21,760	3,741
Gift Aid (tax recovered on donations)	-	13	13	510
Quiz Night	-	312	312	3,435
Cafe Cubbachino and Cubs Coffee Afternoon	-	2,404	2,404	1,094
Sales of donated items	-	1,302	1,302	2,043
Raffle and Stoke Bishop Open Day	-	-	-	203
Grants from organisations	-	12,881	12,881	12,449
	-	45,710	45,710	30,603
Investment income				
Bank interest	-	4,007	4,007	1,549
Interest on gift-aid tax receivable	70	-	70	2
	70	4,007	4,077	1,551
Total receipts for the year	14,928	49,717	64,645	43,673

43rd Bristol (St Mary Magdalene, Stoke Bishop) Scout Group

Payments

for the year ended 31 March 2024

	This year General Fund £	This year Hut Fund £	This year Total £	Previous Year Total £
Activities				
Scouts	3,159	-	3,159	280
Cubs	1,495	-	1,495	1,376
Beavers 1 (Monday)	746	-	746	657
Beavers 2 (Tuesday)	1,393	-	1,393	1,043
Other activities and meeting costs	122	-	122	1,736
	6,915	-	6,915	5,092
Premises costs				
Insurance	1,336	-	1,336	1,226
Light and Heat	1,868	-	1,868	466
Repairs and cleaning	565	-	565	98
Rates	103	-	103	100
Hut rebuilding project costs	-	564	564	1,128
	3,872	564	4,436	3,018
Administration expenses				
Insurance	94	-	94	94
Bank charges and OSM fees	735	-	735	559
Web and OSM fees	446	-	446	460
	1,275	-	1,275	1,113
Other expenses				
Books and uniforms	10	-	10	656
Badges and scarves	982	-	982	226
Training and recruitment	30	-	30	-
	1,022	-	1,022	882
Purchase of capital equipment				
Equipment	976	-	976	447
	976	-	976	447
Total charitable payments	14,060	564	14,624	10,552
Fundraising expenses				
Christmas tree sale	-	4,065	4,065	4,313
Plants sale	-	429	429	463
Quiz Night	-	370	370	1,189
Sundry	-	549	549	337
	-	5,413	5,413	6,302
Total payments for the year	14,060	5,977	20,037	16,854

43rd Bristol (St Mary Magdalene, Stoke Bishop) Scout Group

Statement of Assets and Liabilities

as at 31 March 2024

	This year General Fund £	This year Hut Fund £	This year Total £	Previous Year Total £
Assets				
Cash funds				
CAF Bank Ltd current account	10,000	6,286	16,286	40,272
NatWest Bank Ltd current account	-	51	51	8,029
Charity Bank Ltd	-	-	-	85,000
Redwood Bank Ltd	-	-	-	85,000
HSBC Ltd	-	86,072	86,072	-
Aldermore Bank	-	85,000	85,000	-
Santander Int	-	75,500	75,500	-
Total funds	10,000	252,909	262,909	218,301
Other monetary assets				
Bristol City Council's Community Infrastructure Levy grant	-	30,000	30,000	30,000
John James Trust grant	-	20,000	20,000	-
Garfield Weston grant	-	20,000	20,000	-
Bernard Sunley grant	-	15,000	15,000	-
Gift Aid tax claims re sub's and donations	2,477	5,054	7,531	1,985
	2,477	90,054	92,531	31,985
Non monetary assets for own use				
Wooden Scout Hut (insured value)	526,000	-	526,000	310,000
Scout Hut fixtures and fittings (insured value)	6,201	-	6,201	5,000
Scouting equipment (insured value)	14,883	-	14,883	12,000
	547,084	-	547,084	327,000
Liabilities				
	-	-	-	-

Independent Examiner's Report to the trustees of the

43rd Bristol (St Mary Magdalene, Stoke Bishop) Scout Group for the year ended 31 March 2024

I report to the trustees on my examination of the accounts of the 43rd Bristol (St Mary Magdalene, Stoke Bishop) Scout Group for the year ended 31 March 2024.

Responsibilities and basis of report

As the charity trustees of the 43rd Bristol (St Mary Magdalene, Stoke Bishop) Scout Group 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 43rd Bristol (St Mary Magdalene, Stoke Bishop) Scout Group 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 giving me cause to believe that in any material respect:

- accounting records were not kept in respect of the 43rd Bristol (St Mary Magdalene, Stoke Bishop) Scout Group as required by section 130 of the Act; or
- the accounts do not accord with those records.

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.

Martin Horton

Independent Examiner
Westbury-on-Tym, Bristol

20 May 2024