

**5<sup>th</sup> Christchurch (Highcliffe) Scout Group  
Scout Council**

**Trustees' Annual Reports and Statement of Accounts  
Year ending 31 December 2022**

**Trustee's Annual Report**  
**For period of 1 January 2022 to 31 December 2022**

**Reference and Administration Details**

Charity Name	5 <sup>th</sup> Christchurch Highcliffe Scout Group
Registered Charity Number	302216
Charity Registered Address	Scout Hut, Chewton Common Road, Highcliffe, Dorset, BH23 5LZ

**Trustees**

<b>Name</b>	<b>Role</b>	<b>Date of appointment</b>
Philip Stevens	Chair	19 May 2017
Lisa Cordery	Treasurer	01 June 2022
Courtney Fereday	Trustee	01 January 2020
Claire Toop	Trustee	07 January 2023
Graham Budd	Trustee	01 November 2022
Emma Tuckey	Trustee	01 September 2022
Keryn Hallett	Trustee	01 September 2022
Sarah Carter	Trustee	01 December 2020
Vincent Elsey	Trustee	01 January 2020
Deborah Darby	Trustee	01 December 2020
Philippa Newman	Trustee	20 March 2014
Jamie Grant	Trustee	01 January 2020

## **Structure, governance, and management**

Highcliffe Scout group is 1 of 8 groups that belong to the district of Christchurch, 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.

The Group has adopted the constitution set out in the Scouts Policy, Organisation and Rules and is managed by the Group Executive Committee (soon to be Trustee Board), members of which are Trustees of the Charity. Trustee selection methods - The Trustees are appointed in accordance with the Policy, Organisation and Rules of The Scout Association.

The Trustee Board exists so that the Trustees work together to make sure Scouting is run safely and legally within the Group. The Trustee Board supports the other volunteers run the Scout Programme that gives young people skills for life.

The 5th Christchurch (Highcliffe) Scout Group provides Scouting to young people aged between 4 and 14 ½ years of age and through a Partnership agreement with Christchurch District also provide scouting to young people aged between 13 ½ and 18 years of age. Activities takes place from the headquarters in Chewton Common Road Highcliffe. Young people take part in activities based on the section they belong to and their age. The Group currently have 4 sections within the Group 1 Squirrel Drey, 1 Beaver Colony, 1 Cub Pack, 1 Scout Troop. The group are also in partnership with the District Explorer unit (Nyeri).

## **Objectives**

Our objective 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 section reports at the end of this Annual Report shows some of the activities undertaken by the young people involved in scouting in Highcliffe.

## **Achievements**

2022 has seen the return of camping to Highcliffe Scouts including

- February Freezer Camp (Scouts)
- District Jubilee Camp (Scouts and Cubs sleeping over with beavers joining them for a massive 'street party' and the lighting of the beacon along with all the others in the country on the Friday night

- Kandersteg International Scout Centre Camp (Scouts and Explorers)
- Emlyn Competition Camp (Scouts - winning one award and placing in two trophies)
- Sixers and Seconders Camp (cubs)
- Marvel Camp (Cubs)

#### Other activities included

Scouts - learning knots with the assistance of the SAS, Paddleboarding at Mudeford Quay and rounded the year off nicely with Scout and Parent activity day at Butchers Coppice which was a great success. Highlight of the year was finally being able to hold an Expedition which meant that a backlog of 7 Scouts from over the last 3 years could complete their Chief Scout Gold award.

Cubs - visit to Christchurch Foodbank. The Cubs helped stock up the selves and made up food parcels, completing badge work including pioneering, map/grid referencing, and took part in the District Cub Hike, did a beach clean, and a wheel's evening on the school playground. Kayaking at Shore Sports Mudeford Quay, a District Cub Quiz (Highcliffe team took third place). A District Cub Hike in October at Hengistbury Head, and they had a Chief Scout Silver Awards Evening in November

Beavers - took part in an Easter Egg Hunt, making bug hotels, had a sports day and played water games. They also went to the local RNLI building to see the lifeboat.

Squirrels - In the Autumn term Highcliffe opened their Squirrel Drey allowing us to provide scouting from 4 years upwards. The group of 12 Squirrels. were invested in November, and they welcomed The Mayor, the Chair of the Parish Council, the Vicar, and our DC to an Opening Celebration at the end of term in December. The opening was covered in the local paper. The squirrel leadership team has grown from 3 to 5. The Squirrels have been working hard on their badge work seeing them complete their Membership Award, celebrating Thanksgiving, and sharing things that make us all Feel Good. After their first Half Term we awarded over 20 activity and challenge badges.

Further details of the section activities are appended to the Report

## **Finance**

As per the groups accounts (attached) Highcliffe scout group are in a good financial position, although due to the economic climate our income and expenditure are broadly level for the first time in a number of years. The group are in a fortunate position to have sufficient funds in reserves to continue scouting during this time of economic uncertainty and at a time when we are forecasting expenditure to rise quicker than income. The Executive committee/Trustee Board have taken the decision to draw down on some of these reserves in 2023 rather than add further financial pressure to our families and have held our subscriptions as they were prior to the Covid Pandemic.

5th Christchurch (Highcliffe) Scout Group  
 Payments for year ending  
 31st December 2022

<b>Payments</b>	<b>2022</b>	<b>2021</b>
<b>Premises</b>		
Rent	0.00	300.00
Rates	107.92	37.15
Utilities	1,786.05	927.31
Waste Collections	477.00	464.11
Broadband	374.21	211.20
Insurance	2,177.70	1,953.92
Contents insurance	121.85	121.00
Occasional helper Insurance	0.00	42.00
CCTV Cameras	119.76	154.76
Venue Maintenance	1,365.51	773.84
	<b>6,530.00</b>	<b>4,985.29</b>
<b>Activities</b>		
Events	535.00	1,348.38
Events - Beavers	285.02	0.00
Events - Cubs	1,543.14	326.00
Events - Explorers	46.50	0.00
Events - Scouts	3,750.66	0.00
Events - Squirrels	282.06	0.00
Meetings	55.00	1,098.07
Meetings - Beavers	952.91	938.17
Meetings - Cubs	640.39	574.70
Meetings - Explorers	602.08	1,437.62
Meetings - Scouts	620.71	561.24
Car Project	1,355.54	1,169.68
	<b>10,669.01</b>	<b>7,453.86</b>
<b>Fundraising</b>		
Plant Sale	7,184.04	0.00
	<b>7,184.04</b>	<b>0.00</b>
<b>Administration Expenses</b>		
Bank Fees	625.20	576.00
Go Cardless / Paypal fees	800.76	0.00
Hardship fund	0.00	1,000.00
OSM Fees	297.47	815.30
Section loan	0.00	500.00
Website	673.40	0.00
Capitation Highcliffe	2,863.50	4,120.50
Capitation Nyeri	759.00	954.75
	<b>6,019.33</b>	<b>7,966.55</b>

5th Christchurch (Highcliffe) Scout Group  
Receipts for year ending  
31st December 2022

	2022	2021
<b>Receipts</b>		
Membership Fees	13,635.00	13,555.00
Membership Fees - Nyeri	4,590.00	615.00
	<b>18,225.00</b>	<b>14,170.00</b>
<b>Bank Interest</b>	31.38	0.00
	<b>31.38</b>	<b>0.00</b>
<b>Income</b>		
Hall Hire	150.00	300.00
Nyeri Rent	0.00	150.00
	<b>150.00</b>	<b>450.00</b>
<b>Grants and donations</b>		
Government Covid Grants	0.00	16,335.21
Donation	1,299.49	66.33
Gift Aid	0.00	3,448.90
	<b>1,299.49</b>	<b>19,850.44</b>
<b>Activities</b>		
Events	0.00	2,116.95
Events - Beavers	240.00	0.00
Events - Cubs	1,055.00	0.00
Events - Explorers	82.00	0.00
Events - Scouts	2,920.84	0.00
	<b>4,297.84</b>	<b>2,116.95</b>
<b>Fundraising</b>		
Plant Sale	12,288.65	0.00
Fundraising other	0.00	0.00
	<b>12,288.65</b>	<b>0.00</b>
<b>Other Income</b>		
Section loan	0.00	500.00
Brand Uniform	327.80	792.18
	<b>327.80</b>	<b>1,292.18</b>
<b>Total receipts for year</b>	<b>36,620.16</b>	<b>37,879.57</b>

5th Christchurch (Highcliffe) Scout Group  
 Payments for year ending  
 31st December 2022

	2022	2021
<b>Equipment</b>		
Equipment	1,699.79	4,954.74
Camping Equipment	798.60	0.00
	<b>2,498.39</b>	<b>4,954.74</b>
<b>Other Expenses</b>		
Training	0.00	185.00
Motor Cost	1,604.73	1,193.43
Gifts	261.55	130.00
Sundry	308.18	484.14
Covid Cost	0.00	54.15
Refreshments	417.82	0.00
Trophies and engraving	253.95	650.63
	<b>2,846.23</b>	<b>2,697.35</b>
<b>Badges &amp; Uniform</b>		
Badges	576.85	1,095.20
Activity Wear	250.25	2,091.20
Leaders Uniform	197.76	0.00
	<b>1,024.86</b>	<b>3,186.40</b>
<b>Payments for the year</b>	<b>38,793.86</b>	<b>33,265.19</b>



5th Christchurch (Highcliffe) Scout Group  
 Summary for year ending  
 31st December 2022

	2022	2021
<b>Summary</b>		
Account balance brought forward	33,795.00	27,159.62
Total income	36,620.16	37,879.57
Total expenditure	36,771.86	31,244.19
Net income	-151.70	6,635.38
<b>Account balance carried forward</b>	<b>33,643.30</b>	<b>33,795.00</b>

5th Christchurch (Highcliffe) Scout Group  
Statement of Assets & Liabilities as at  
31st December 2022

	2022	2021
<b>Current Assets (Bank)</b>		
SCOUTS CAF 244	280.84	239.73
PAYPAL	84.60	175.36
BEAVERS CAF 245	0.06	127.32
CUBS CAF 243	558.95	1,000.63
GROUP CAF 242	2,754.12	2,491.76
NYERI CAF 32	2,407.27	295.35
	<b>6,085.84</b>	<b>4,330.15</b>
 FUNDRAISING CAF 246	 27,177.18	 28,789.57
	<b>27,177.18</b>	<b>28,789.57</b>
 Cash in hand (Petty C ash)		
GROUP Petty cash	359.58	654.58
Scouts Petty Cash	20.70	20.70
	<b>380.28</b>	<b>675.28</b>
 <b>Total Cash Assets</b>	 <b>33,643.30</b>	 <b>33,795.00</b>
 <b>Fixed Assets</b>		
 Van FG11 XBE	 3,015.00	 3,015.00
Equipment for insurance purpose	31,132.00	31,132.00
	<b>34,147.00</b>	<b>34,147.00</b>
 <b>Total Assets</b>	 <b>67,790.30</b>	 <b>67,942.00</b>

The above Accounts were approved by the Trustees on:

And signed on their behalf by:

## Statement of Accounts

Charity Name 5<sup>th</sup> Christchurch Highcliffe Scout Group

Registered Charity Number 302216

Prepared by Lisa Cordery (Treasurer)

The accounts and the accompanying statements of Assets and Liabilities were approved by Trustees on the 7 June 2023 and signed on their behalf by

A handwritten signature in black ink, appearing to read 'Phil Stevens', with a long horizontal flourish extending to the right.

Phil Stevens  
Group Chair

## **Independent examiner's report to the trustees of 5th Christchurch (Highcliffe) Scout Group**

I report to the trustees on my examination of the accounts of the 5th Christchurch (Highcliffe) Scout Group for the year ended 31 December 2022.

### **Responsibilities and basis of report**

As the charity trustees of the 5th Christchurch (Highcliffe) Scout Group, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

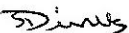
I report in respect of my examination of, the 5th Christchurch (Highcliffe) Scout Group accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

### **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:

1. accounting records were not kept in respect of the 5th Christchurch (Highcliffe) Scout Group as required by section 130 of the Act; or
2. 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.

Signed: 

Name: Susan Divall

Address: B2, Exbourne Manor, 37 Christchurch Road, Bournemouth, BH13NX

Date: 06/06/23



**5<sup>th</sup> Christchurch  
(Highcliffe)  
Scout Group**

**Annual General Meeting (AGM)  
(for year end 2022)**

**9<sup>th</sup> June 2023 @ 18.30  
Highcliffe Scout Hut  
Chewton Common Road  
Highcliffe**

# Squirrels

We are delighted to say that the opening of a Squirrels Drey has been a great success. Our first meeting was after the October Half Term with 12 Squirrels. They were invested en masse later in November and we welcomed The Mayor, the Chair of the Parish Council, the Vicar and our DC to an Opening Celebration at the end of term in December. The opening was covered in the local paper. Our leadership team started with Frances as Section Leader, joined by Charlotte and Claire as Assistants who were both invested at Squirrels. We have had one parents volunteer to help regularly and see this happening more, and we are very ably helped by Ellie, our wonderful Young Leader.

We will expand in January and welcome more new Squirrels so that we have good numbers each week, even if one or two are absent at a meeting. The Squirrels are a wonderful bunch of youngsters and it's a pleasure to start them on their Scouting journey. The Squirrels badge work has had them completing their Membership Award, celebrating Thanksgiving, and sharing things that make us all Feel Good. After their first Half Term we awarded over 20 activity and challenge badges. And we can't write a report without mention of our very special mascot – voted to be named Robert Baden-Squirrel, known as Bobby for short – who is taken home by a Squirrel each week and goes on some marvellous adventures.



# BEAVERS

Beavers in 2022 felt like we had finally got back to pre-Covid times, with the leaders being able to run a full programme and a full colony.

As always, the early part of the year saw the Beaver being based at the hut, where we covered off activities like, making bird feeders, Emergency Aid, Games, Hobbies and of course everyone's favourite Pancake night!

Once the weather improved, we sprang into action and managed to get Navigation, Easter egg hunts, Communication badge, a beach clean and the leader favourite; Backwoods Cooking all squeezed in before the summer term.

We were due to have a camp for our older Beavers at the Scout hut, as due to Covid they had missed out on so many camps, however due to safety concerns it was decided to cancel the camp, so unfortunately a lot of our older Beaver did miss out.

The build-up to the summer holidays is always fun and with the support of St Marks, managed to cover off the Cyclist Badge and Sports day. The beavers then covered their Disability Awareness Badge and before we knew it was water games and the now annual beach party at Avon.

The autumn saw the Beavers build a full-sized bug hotel, do Leaf painting, knock out their Safety badge and Space badge before a brilliant trip to the RNLI station at Mudeford.

We finally closed out the autumn with a brilliant camp at Bragger Wood.

The run up to Christmas was a fun fest, with a lot of craft-based badges, Skills badge and Experiment badge. Unfortunately, we were unable to have our annual Snowtrax night, but we made up for it with a fantastic Christmas Party.

On a sad note, we were sorry to lose Kookaburra (aka Vince) after seven years as a leader, Vince decided to take a step back from Scouting, but has remained on the Committee.



We began this year of Cubs with a visit to Christchurch Foodbank. The Cubs helped stock up the selves with donated produce, made up food parcels that were soon to be collected, and learnt about the important work that they do in our community. We spent the remaining start of the year completing badge work including pioneering, map/grid referencing, and took part in the District Cub Hike in March.

In the spring we took advantage of the lighter evenings and went out and about in the local area covering local knowledge, did a beach clean, and a wheel's evening on the school playground with the Cubs bringing their bikes and scooters. We had our first camp of the year with the District celebrating the Queens Jubilee with activities, a street party, and the lighting of the beacon along with all the others in the country on the Friday night. Ours was lit by Elliot and our very own Wednesday's Akela, Courtney, as they had recently achieved their Queens Scout awards. In June some of our adults and young people took part in "The Gang Show In A Weekend". Another camp followed for the Sixers and Seconders in July, and we ended the term with Kayaking at Shore Sports Mudeford Quay.

We started the Autumn term amalgamating both Tuesday Tiger and Wednesday Wolves back into one Cub pack on a Tuesday evening and celebrated this with a Marvel Camp at Braggers Wood in September. Also, in September there was a District Cub Quiz, and our team took third place. Another district Cub Hike in October at Hengistbury Head, and we had a Chief Scout Silver Awards Evening in November. We finished off the year with a Christmas jumper and Film Night at the Hut.

We have already had lots of fun so far this year, and many activities and adventures planned for the coming terms.



# SCOUTS

The Scouts returned to a lot of their usual programme and activities without any of the lockdowns and restrictions which had affected the previous 2 years. Top priority was a return to camping together as a troop with a Feb Freezer Camp in the lodges at Braggers. It was also good to be back under canvas in early June with half of the troop attending the District Jubilee Camp with the massive Beaver, Cub and Scout sections street party lunch a highlight. Several of our members also had an unbelievable time on the trip to Kandersteg in the summer and thanks again to all the leaders across the district that made that possible.

The troop participated and enjoyed a full calendar of District events again and performed well, particularly in Emlyn - winning the Ashes and placing in the Main and Letchford trophies.

We had a varied programme of activities including a fun evening learning knots with the assistance of the SAS, Paddleboarding at Mudeford Quay and rounded the year off nicely with Scout and Parent activity day at Butchers Coppice which was a great success.

Highlight of the year was finally being able to hold an Expedition which meant that a backlog of 7 Scouts from over the last 3 years could complete their CSA Gold award and we are very proud of them for their patience and commitment.

# EXPLORERS

Whilst not part of 5<sup>th</sup> Christchurch (Highcliffe) Scout Group Nyeri Explorer Unit are linked to the Group under a partnership agreement with Christchurch Scout District and the report of activities has been provided for information so that those involved in the other sections can see the opportunities available when the move on from the Scout section.

2022 has been a year of change with a cohort of older explorers moving on, and a new cohort of Scouts moving up. We now have c.10-12 young people attend week-on-week. We have got over the effects of COVID, and enjoyed a year of more adventurous 'Business As Usual' activities, which has been a massive relief all round! The leadership team now consists of Debbie Darby, Rob Neal and Phil Stevens.

We have also seen a couple of leaders leave the team in 2022, and I would like to take this opportunity to especially thank Julie Langdown for all of her support that she has provided Nyeri for the past decade or more. Richard Darby has also left the team, and again would like to thank him for all of his support over the last few years, especially in relation to the Ian the Car project.

In 2022, we arranged and supported a wide variety of meeting activities, including but not limited to: Orienteering at Hengistbury Head, Trading Game, Hunted, Ice Skating, DoE Expeditions, Survival skills – firefighting, Geocaching, Wide Games, Pioneering/knots, Beach/Sandcastle comp, Waterfights, Monopoly run & Halloween Party.

In addition, the unit supported the Group's Plant sale efforts, delivering brochures/plants. A couple of explorers even managed to get on the local radio discussing the fundraising!

A number of Explorers have also supported the Ian the Car project. This year the team involved, succeeded in restoring him and getting him back on the road (MOT'ed etc...). We also sought to raise funds for the group by raffling him off. We attended a couple of car meetings at Beaulieu and an overnight trip to Santa Pod in Northamptonshire to sell tickets. Ian was eventually

raffled off and won by one of the Explorers! Many thanks to the team for their efforts here!

We look forward to an equally adventurous year of scouting in 2023!"



As you can see, there has been a lot going on at Highcliffe in 2022. Normal service has fully resumed in all sections, and it appears that the pandemic is well and truly behind us now, but we are all well prepared should we need to use our zoom skills again.

In July we had the sad news that our Group President, Cllr. Nick Geary had passed away and we passed on our condolences to his family alongside his constituents in the local area.

We also said a very fond farewell to Julie Langdown who stepped down as GSL after the summer break. Julie started as Chair in 2007 and transitioned through to GSL via Scout Leader (she also helped at Explorers for a while too). Although she has stepped away from Highcliffe as a Group she remains supporting district as a skills instructor for the young people. We are all very grateful for all that Julie has done for Highcliffe and wish her well.

Along with a new section we also greeted new leaders in 2022 including, Frances (although many of you know her as DDC and/or acting GSL), Nadine, Gisele, Stef, Charlotte & Claire and we hope that they enjoy the experiences that scouting at Highcliffe gives.

Before Christmas, and with the kind donations of many parents, some of the committee members and leaders went for an evening of skittles, for which we thank you. This was the first time we had the opportunity to get together since before covid and it was nice to get together and be the Highcliffe Family again – feel free to come and join us as part of that family, there is always a warm welcome no matter how much time you can give.

Debbie Darby

Group Scout Leader 2022.