

Trustees' Annual Report

For the period

From (start date)

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to end date

0	5	0	4	2	2
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Section A

Reference and administration details

Charity name

25th Southampton (Northam) Sea
Scouts

Other names the charity is known by

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Registered charity
number (if any)

3	0	2	3	0	9
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HQ registration
number

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Charity's principal
address

Crosshouse Road

Southampton

Hampshire

Postcode

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Names of the charity trustees who manage the charity

(These will be published in the annual report of the charity and the Charity Register if reporting for a Registered Charity with a charity regulator)

	Trustee Name	Office (if any)	Dates acted if not for whole year
1	Kara Congreve	Treasurer	
2	Kevin Heslop	Section Leader	
3	Adrian Norton	Section Leader	
4	Clive Aylett	Water Activities Manager	
5	David Bowers	Group Scout Leader	29/1/21 appointed
6	John Anthony Bradley	Chair of Executive Committee	29/1/21 appointed

Names and addresses of advisers (optional information but encouraged as best practice)

(These will be published in the annual report of the charity)

Type of advisor	Name	Address

Description of the charity's trusts

Type of governing document

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.

(e.g. trust deed, constitution)

How the charity is constituted

(e.g. trust, association, company)

The Group is a trust established under its rules which are common to all Scouts.

Trustee selection methods

(e.g. appointed by, elected by)

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

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 Group Executive Committee, the members of which are both the 'Charity Trustees' and volunteers 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:

a) the induction and training of trustees;
b) trustee consideration of major risks and the systems and procedures to manage them

The Committee consists of 3 independent representatives, Chair, Treasurer and Secretary together with the Group Scout Leader, individual Section Leaders 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;
Appointing Group Administrators and Advisors other than those who are elected.

(continued)

Risk 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:

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. 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 membership 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 holds 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 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.

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

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

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

Each Section meets weekly during school term time and sometimes during holidays. The Section Leaders organise age appropriate indoor and outdoor activities so that the young people learn new skills and life lessons all within a fun environment. As a Sea Scout Group, activities may be linked to the water particularly in the summer. This year, including the many and varied water activities, the Group have had trips to Rock Up, Paultons Park and been on various camps and taken part in activities such as cooking, shelter building, zorbing and tomahawk throwing.

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.

The Group Executive Committee continually strives to provide a challenging, interesting, safe and fun environment where young people can excel. The Group is run on an entirely voluntary basis and the Section Leaders and helpers give their time and effort to inspire young people to challenge themselves, achieving personal goals by receiving badges whilst having fun and allowing them to be part of a group where they can grow and take responsibility outside their normal daily life. Other volunteers are also key to the Group's success as the Headquarters and marine equipment need to be maintained, the funds need to be looked after, future plans need to be made and activities need to be supported. The Group Executive Committee review current and future requirements of the Headquarters and the marine equipment so that investment is made as and when required to ensure safety and the future of the Group.

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

A huge effort by all the Leaders meant the Group continued to provide Section activities using zoom meetings and then of course, in person when allowed. This meant the young people were able to continue being involved in the Group and to enjoy themselves. External activities returned especially camps which bring all ages and abilities together. A feeling of normality resumed. With this came a renewed focus on the HQ development and meetings with Inland Homes, site developers nextdoor, which were productive and progress was made.

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 Executive Committee considers that the group should hold a sum equivalent to 12 months running costs, circa £20,000.

The Group held reserves of approximately £226,031 against this at year end. This is above the level required for operating expenses. However this can be explained by a designated legacy donation to be used for future rebuilding of the Group's Headquarters.

Quantify and explain any designations

Designations previously shown for the 100 Club have been removed following agreement from all 100 Club members that the funds can be donated to the Group.

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

NA

Further financial review details (optional information)

You **may**
choose to
include
additional
information,
where
relevant,
about:

Investment Policy

- the charity's principal sources of funds (including any fundraising);

The Group's income is predominantly from monthly subscriptions and fundraising. The bulk of the fundraising is from supplying local businesses with car parking facilities as well as the Group Leaders offering training and water activities to young people outside the Group. Other fundraising is generously given by match funding and donations. Government and council grants were also key sources of funds to help organisations during and post-pandemic. Without the grants, the balance between income and expenditure for this accounting period would have shown a loss. The Group has therefore adopted a low risk strategy to the investment of its funds which are held in cash using only mainstream banks and building societies (Lloyds and Nationwide) and The Scout Association's Short Term Investment Service.

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

The Group Executive 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 Executive considers the cash flow requirements.

- investment policy and objectives;


Section F	Other Information	Optional
Plans for future periods (details of any significant activities planned to achieve them)	<p>Since receiving the large legacy the plan has always been to revamp or rebuild the Headquarters. Architects plans were drawn up however plans could not be confirmed due to a large housing development starting alongside. This development has had an impact on the project. Once the building development is at a mature stage our Headquarters project can be progressed. Following the Investment criteria mentioned earlier, the designated funds will remain within various bank accounts rather than being invested in the stock market to ensure the funds are as secure and as accessible as possible. Smaller investments will always be made in capital equipment to allow the young people to continue enjoying their sea scouting.</p>	

Section G	Declaration
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The trustees declare that they have approved the trustees' report above

Signed on behalf of the charity's trustees

Signature(s)
)

	
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Full
name(s)

Kara Congreve	
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Position (eg
Secretary, Chair)

Treasurer	
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Date

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Receipts and payments accounts

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For the period
from

Period start date
06/04/2021

To

Period end date
05/04/2022

Section A Receipts and payments

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
A1 Receipts (Note 1)					
Subscriptions (Note 2)	683	-	-	683	889
Gocardless Subscriptions (Note 3)	4,812	-	-	4,812	644
Gocardless Camps & Activities (Note 3)	2,388	-	-	2,388	-
Camps & Activities (Note 4)	1,297	-	-	1,297	-
100 Club	-	-	-	-	955
Donations/Fundraising (Note 5)	925	-	-	925	-
Facilities and Equipment Hire	-	-	-	-	-
Grants (Note 6)	23,960	-	-	23,960	11,500
Uniform & Clothing	-	-	-	-	-
Interest (Note 7)	293	-	-	293	518
Parking (Note 8)	7,280	-	-	7,280	4,853
Courses	1,060	-	-	1,060	-
Other (Note 9)	298	-	-	298	825
Sub total (Gross income for AR)	42,996	-	-	42,996	20,184
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	42,996	-	-	42,996	20,184
A3 Payments (Note 10)					
Camps & Activities	1,785	-	-	1,785	905
Insurance (Note 11)	7,746	-	-	7,746	3,015
Utilities	978	-	-	978	521
Membership Fees	3,631	-	-	3,631	3,162
Equipment (Note 12)	455	-	-	455	-
Repairs & Maintenance XXH HQ	1,373	-	-	1,373	512
Repairs & Maintenance Boats	891	-	-	891	270
Car Park Permits (Note 13)	100	-	-	100	-
Fuel	-	-	-	-	139
Stationery and Printing	-	-	-	-	-
Training	-	-	-	-	-
Uniform and Badges	175	-	-	175	-
AGM Costs	-	-	-	-	-
Volunteer Expenses (Note 14)	5,167	-	-	5,167	447
Other (Note 15)	3,036	-	-	3,036	-
Sub total	25,338	-	-	25,338	8,971
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	25,338	-	-	25,338	8,971
Net of receipts/(payments)	17,658	-	-	17,658	11,213
A5 Transfers between funds					
A6 Cash funds last year end	228,373	-	-	228,373	217,160
Cash funds this year end	246,031	-	-	246,031	228,373

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds (Note 16)	Lloyds Bank Current account	15,937	-	-
	Lloyds Bank Savings account	100,931	-	-
	Scout Short Term Investment	43,253		
	Nationwide Business 95 Day Saver	85,910	-	-
	Total cash funds (agree balances with receipts and payments account(s))	246,031	-	-
		OK	OK	OK

	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets				
			-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use (Note 17)	Boats and marine equipment	Restricted		79,269
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities (Note 18)	12 months building and maintenance running costs	Designated	20,000	
	Future rebuilding renovation	Designated	220,000	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval

NOTES

1. Receipts

Group activities started to return to normal following two years of the covid pandemic. The council continued with its ARG Covid grant which is why the total receipts is high. Remove the grant of £23,960 from the figures and the receipts are a more normal £19,036

2. Subscriptions

Covid-19 still had an impact with reduced subscriptions until back to normal in September 2021. However, a few parents continued to pay the usual amount during the whole period. This figure shows the subscriptions paid via the Lloyds Bank Current Account.

3. Gocardless Subscriptions

Payments for subscriptions and events are received automatically from Gocardless net of fees. Gocardless charges were £264, approx. 3.6% of gross payments.

4. Camps and Activities

Payments made via the Lloyds Bank Current Account rather than Gocardless which is the preference of some parents

5. Donations & Fundraising

The 100 Club ceased in the last financial year and all members were contacted. The majority did not take any "winnings" but offered to leave it as a donation or to continue their payments as donation to the Group.

6. Grants

To help businesses and charities post-covid pandemic, the Government and council continued with grants to enable them to restart business

7. Interest

Interest received from the Lloyds Savings account £8.51, Nationwide Business 95 Day Saver account £234.96 and Scout Short Term Investment account £49.23.

8. Parking

Back to pre-covid pandemic monthly charges of £606.66

9. Other

£9 refund from GoSouth as overcharged on boiler service; £289 for a skip hire that was claimed as an expense but then refunded by the company as the skip did not arrive, and the volunteer refunded the Group.

10. Payments

The Group activities started returning to pre-covid levels hence higher costs are shown.

11. Insurance

Higher than last year as the marine insurance for both 2021/22 and 2021/23 have been paid in this year as well as the annual property insurance

12. Equipment

Servicing of 20 life jackets

13. Car Park permits

Purchase of 5 car park permits to allow parking in the nextdoor public car park

14. Volunteer expenses

With activities back to normal, the volunteers had significantly more expenses compared with last year. Beavers £1266, Cubs £164, Scouts £282, Explorers £2025, Executive Committee and others £1429. These expenses mostly covered badges and clothing £787, fuel £90, boat maintenance £231, stationery £12, activities/events/food £2676, HQ maintenance and items £684, summer camp £686. 19/20 expenses were £3698

15. Other

Cost of survey regarding the Inland Homes building impact on the party wall

16. Cash Funds

Due to the quantity of cash, the Lloyds Current account is used for day to day banking and the other 3 accounts are used for savings until the funds are needed for future building and renovation works.

17. Assets retained for the charity's own use

Current value of the boats and marine equipment was reassessed by the Secretary on 1st April 2022 and this was reflected in the marine insurance payment for 22/23

18. Liabilities

The Executive Committee require 12 month's running costs to be designated to ensure the continuation of the Group and with recent rising costs generally, the designated amount has been increased from £15,000 last year.

The legacy received in 2016/17 was agreed by the Executive Committee to be used for future building and renovation. Redevelopment of the site was postponed due to covid and with rising costs generally the designated amount has been increased from £193,000 last year. It is anticipated that the redevelopment will start 2022/23.

Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the trustees/
members of

25TH SOUTHAMPTON (NORTHAM) SEA SCOUTS

On accounts for the year
ended

5 April 2022

Charity no
(if any)

302309

Set out on pages

3

I report to the trustees on my examination of the accounts of the above charity ('the Trust') for the year ended 5 April 2022.

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.

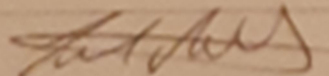
Independent
examiner's statement

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:



Date: 23 September 2022

Name:

Carl Palmer

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

FCCA (62909)

Address:

133 Wilton Road, Southampton SO15 5JS