

Trustees Annual Report for 1st Harpenden Scout Group

For the Period: 01/01/23 to end date 31/12/23

Reference and Administration Details

Charity name	1 st Harpenden (Methodist) Scout Group
Other names charity is known by	1 st Harpenden Scout Group
Registered Charity Number	302529
Charity's Principal Address	Granary Lane Scout Hut (off) Cowper Road Harpenden AL5 5NF

Names of the Charity Trustees who manage the charity

Trustee Name	Office (if any)	Dates acted if not the whole year
Karen West	Chairman	
Suzanne Mills	Trustee/Secretary	
Andrew Wrentmore	Trustee, Group Scout Leader (GSL)	
Mark Wilson	Trustee	
Jane Thomas	Trustee	
Alan Grace	Trustee	
Rachel Pepperell	Trustee	
Tim Archbold Shore	Trustee	
Sam Nash	Treasurer	

*tenure was pending DBS and training completion.

Professional Advisors

Type of Advisor	Name	Address
Independent Examiner	Paul Hunt	16 Welbeck Rise, Harpenden, AL5 1SN
Bank	NatWest	10 St Peter's Street, St Albans AL1 3LY

Structure, Governance and management

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

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

The Group is managed by the Group Executive Committee, 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.

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 half termly.

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
- 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

Risk and 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 2 signatories for all payments and a comprehensive insurance policy to ensure that insurable risks are covered.

The group observes the policies, organisation and rules set out by the Scout Association, which includes safeguarding.

Objectives and Activities

The objectives of the group are as a unit of the Scout Association.

The Aim of The Scout Association 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 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.

The leaders provide an enjoyable and attractive scheme of progressive training based on the Scout Promise and law, and guided by the Scout Association's balanced programme. This method involves young people working in partnership with adults; enjoying what they are doing; participating in varied and progressive activities; working in groups; taking part in activities outdoors; challenging themselves in a safe environment; and making and living out their Scout 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.

Achievements and Performance

Each section organises various opportunities for the young people to experience new challenges. Here is a sample of the activities experience by each section:

Beavers:

1. Visiting a local farm.
2. Celebrating pancake day.
3. Going on a night hike.
4. Building a bug hotel.
5. Summer camp, sleeping in tents, campfire and songs.
6. District Carol Service

Cubs:

1. Gang show visit.
2. Climbing taster session.
3. Visiting a local observatory.
4. Attending district camp
5. Rafting at Stanborough Lake.
6. Summer camp, sleeping in tents, camp fire.

Scouts:

1. Night hikes.
2. Go karting.
3. Scout skills including axe work, using saws and tent care.
4. Summer camp including Kayaking and Coasteering.
5. Ice skating.
6. Taking part in county weekend competition Green Berry.

Financial Review

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 £5,000.

Investment Policy

The Group does not have sufficient funds to invest in longer term investments. The Group has therefore adopted a risk averse strategy to the investment of its funds. All funds are held in cash using only mainstream banks or building societies.

Declaration

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

Signatures	KMWest	
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Full names	Karen West	Sam Nash
Position	Chairman	Treasurer

Date:

1st Harpenden Accounts Summary

Year 2023

Summary

2022

Natwest Current Account	39,408.30
Haarlem Funds (included in the amount above)	1,096.96
Committed Funds (uncleared)	
Petty Cash	
Total Cash Reserve	38,311.34

Natwest Current Account

Income

Subscriptions	£ 15,795.33
Fund Raising	£ 2,467.62
Donations	£ 2,726.14
Loan	£ -
Activities	£ 6,841.77
Camp	£ 4,748.42
Summer Camp	£ 11,925.03
Group Camp	£ 3,553.03
Gift Aid	£ 4,444.08
Miscellaneous	£ 523.50
Fleeces/T-shirts/ Necker	£ 11.00
Hut Lettings	£ 470.00
Misc	£ -
	£ 53,505.92

Expenditure

Equipment	£ 2,136.05
Activities	£ 9,658.60
Badges	£ 756.95
Misc	£ 966.60
Training	£ -
Admin	£ 825.13
County Subs	£ 7,250.00
Insurance (Premises)	£ 1,436.88
Electricity	£ 1,230.93
Hut Maint.	£ 4,562.68
Water rates	£ 427.90
Fund Rasing Expenses	£ 185.55

Sundries	£ 43.05
Camp Expenses	£ 4,837.54
Scout Summer Camp	£ 11,355.09
Group Camp	£ 3,078.64
Uniform	£ 123.88
Petty Cash	£ -
Sub total costs	£ 48,875.47

Net Cash Flow

£ 4,630.45

Bank Balance - Brought Forward 12/31/2021

Bank Balance - Carried Forward

31-Dec

Committed Funds

Unreconciled Income

£ -

Uncleared Cheques /Payments

£ -

Cashbook Balance

Haarlem Fundraising

Camp Funds

Payments

-£ 1,279.26

Net

-£ 1,279.26

Camp Balance Carried Forward

Uncommitted Funds

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2023

44,038.75	
0.00	Fund Raising 2022
0.00	
0.00	
44,038.75	

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2400 in single donation

double amount

			portion of subs to fixed expenses	###
	£	(2,816.83)		
			Cash Reserve	
£	52.54		£	11,211.00
				Min expected cast
				County subs
				Insurance prem
				Electric
				Water
				Admin (OSM etc.)

		offset	
£	39,408.30		0
	Expected - Bal = 0		
£	44,038.75	2,094.04	41,944.71
			0.00

end of moth Balan	0
31-Jan-23	
41,944.71	

£ 44,038.75

£ 1,279.26

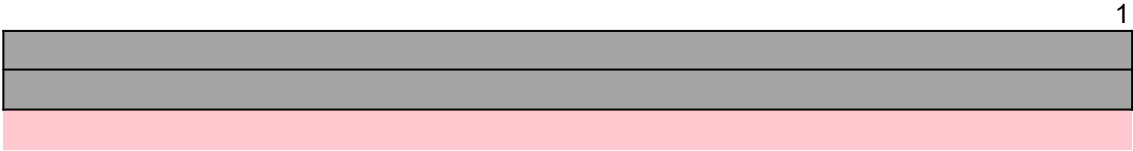
NB 02/08 - as agreed - transferred to be part of scout summer camp spending. Will rev

£ -

£ 44,038.75

1 reserve level expected to be circa 7-8k approx one year of fixed costs

ice

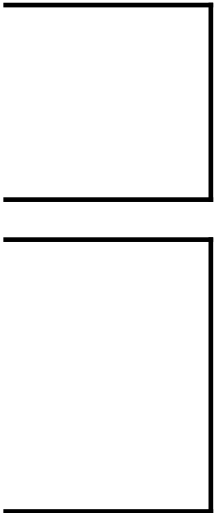


view post summer camp close

Key
To be entered

840

	2	3	4	5	6	7



8	9	10	11	12	13

14	15	16	17	18	19

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	2022	2023
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31-Dec

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I have examined the Accounts for the Year Ended 31 Dec 2023 which have been produced on a Receipts and Payments Basis. In my opinion the statement reflects a True and Fair view of the Financial Accounts.

Paul Hunt

Paul Hunt (CIMA)