

Charity Number 302573

3rd St Albans Scout Group

Annual Report of the Trustees and Accounts

For the year 1st April 2022 to 31st March 2023

Reference and administration details

3rd St Albans Scout Group is a charity registered with the Charity Commission, number 302573. Its reference address is 27 Cranbrook Drive, St.Albans, Herts., AL4 0SR.

The charity trustees who served during the year are:-

James Harris (Chair), Peter Willan, David Williams, Beverley Williams, Andrew Hill, Eva Lambe

Contact:

Peter Willan
27 Cranbrook Drive,
St.Albans, AL4 0SR

Date of registration

11 December 1963

Governing document

Royal Charter granted 4 January 1912

Structure, Governance and Management

Type of 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 is the Charity constituted

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

Trustee selection methods

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 Leaders, individual section leaders and parent's representation and meets every 3 months. 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.

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 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 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 4 to 17. 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 a section. In the worst case scenario the complete closure of the Group.

Objectives and activities

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.

Scouts is all about fun, challenges and adventure.

We are the UK's biggest mixed youth organisation. We change lives by offering 6- to 25-year-olds fun and challenging activities, unique experiences, everyday adventure and the chance to help others so that we make a positive impact in communities.

Scouts helps children and young adults reach their full potential. Scouts develop skills including teamwork, time management, leadership, initiative, planning, communication, self-motivation, cultural awareness and commitment. We help young people to get jobs, save lives and even change the world.

What do Scouts do?

Scouts take part in activities as diverse as kayaking, abseiling, expeditions overseas, photography, climbing and zorbing. As a Scout you can learn survival skills, first aid, computer programming, or even how to fly a plane. There's something for every young person. It's a great way to have fun, make friends, get outdoors, express your creativity and experience the wider world.

What do volunteers do?

This everyday adventure is possible thanks to our adult volunteers, who support Scouts in a wide range of roles from working directly with young people, to helping manage a Group, to being a charity Trustee. We help volunteers get the most out of their experiences at Scouts by providing opportunities for adventure, training, fun and friendship. Our award-winning training scheme for volunteers means that adults get as much from Scouts as young people. Our approach focuses on what you want to get out of volunteering with Scouts, while respecting how much time you can offer. Over 90% of Scout volunteers say that their skills and experiences have been useful in their work or personal life.

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 Performances

During the year the group, which is divided into sections, met on a weekly basis. The Group offers scouting activities to Squirrels (4-6 years), Beavers (6-8 years), Cubs (8 - 10 years) and Scouts (10 - 14). It also supports other activities such as Archery, Survival Skills and provides volunteers for the District scout shop.

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 9 months running costs, circa £27,000.

Investment Policy

The Group's Income and Expenditure is very small and as a consequence does not have sufficient funds to invest in longer term investments such as stocks and shares. The Group has therefore adopted a low risk strategy to the investment of its funds. All funds are held in cash using only mainstream banks or building societies or The Scout Association's Short Term Investment Service.

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.

The trustees declare that they have approved the trustees' report above Signed on behalf of the charity's trustees and there are no serious incidents or other matters that trustees should have reported to the Commission.

Signature(s) James Harris
Full name(s) James Harris

Date 31st January 2023 Position: Chair

Statement of Assets & Liabilities at 31/03/2023

| | Last year £ | This year £ |
|--|--------------------|--------------------|
| Bank current account | 22,111.04 | 27,907.56 |
| Scout Association Short Term Investment Service | 26,515.00 | 28,515.00 |

Receipts & Payments Account Summary for the year ended 31/03/2023

| | Last year £ | This year £ |
|--|--------------------|--------------------|
| Total receipts for the year | 35,029.49 | 44,408.54 |
| Total payments for the year | 32,467.52 | 36,612.02 |
| Cash at bank and similar funds brought forward | 29,049.07 | 22,111.04 |
| Cash, Bank and similar funds carried forward | 22,111.04 | 27,907.56 |
| Scout Association Short Term Investment Service | 26,515.00 | 28,515.00 |
| | | |

Receipts for the year ended 31/03/2023

| | Last year £ | This year £ |
|---|-----------------------|--------------------------|
| Subscriptions | 16,515.19 | 14,492.53 |
| Hut Hire | 1,492.50 | 3,730.00 |
| Donations | 923.44 | 1,086.52 |
| Donations from Scouts against Malaria Campaign | 2,921.86 | 1,664.26(Note 1) |
| Family Camp income | 0.00 | 6,864.74 (Note 3) |
| Group Activities and outings income | 5,156.85 | 6,939.32 |
| Gift Aid | 0.00 | 9,541.46 (Note 4) |
| Covid grants | 8,000 (Note 2) | 0.00 |
| Interest income | 19.65 | 9.70 |
| Total Receipts for the year | 35,029.49 | 44,408.53 |

Payments for the year ended 31/03/2023

| | Last year £ | This year £ |
|---|--------------------------|--------------------------|
| Electricity | 544.85 | 671.58 |
| Insurance | 1,439.91 | 1,613.03 |
| GSL Expenditure | 3,567.27 | 2,513.03 |
| Donation to partner scout group in Ghana | 0.00 | 3,639.92 (Note 1) |
| Donations other local scout groups | 2,000.00 (Note 2) | 0.00 |
| Charitable donations made | 51.98 | 75.00 |
| Floats | 3,844.42 | 2,044.06 |
| Expenditure for Family Camp | 0.00 | 4,112.50 |
| Hut maintenance | 4,691.57 | 2,570.30 |
| Group activities expenditure | 4,504.58 | 7,541.75 |
| Group activities equipment | 527.63 | 0.00 |
| Water rates | 817.61 | 649.80 |
| District Scout Fees | 8,007.00 | 8,162.00 |
| Scout shop purchases | 2,470.70 | 2,325.85 |
| Bank charges | 0.00 | 33.20 |
| Professional fees | 0.00 | 660.00 |
| Total Payments for the year | 32,467.52 | 36,612.02 |

Notes:

Note 1 – during the previous financial year the Scout Group raised £2,921 for the Scouts against Malaria Campaign.

During April 2022, a further £793.07 was raised for this campaign resulting in a transfer to the scout group in Ghana of £3639.92 on 16 May 2022. Further funds of £871.19 were raised for the campaign during the current financial year and subsequent to the year end, additional funds of £256.26 have been raised. On 16 June 2023, a further payment of £1127.45 was made to the Ghana Scout Group leaving a balance of £75.01 due to Ghana to be transferred in the future together with any additional funds which may be raised for the the campaign.

Note 2 – COVID grants totalling £8000 were received during the previous financial year from St Albans City Council.

Of this amount the Scout group donated a total of £2000 to other local Scout groups to support them during the COVID Pandemic.

Note 3 – Family Camps were re-introduced during the year following no camps in 2020 and 2021 due to the COVID Pandemic.

Note 4 – During the year, the Scout Group made gift aid claims covering 3 tax years, 2019-20, 2020-21 & 2021-22, when no such claims were made in the previous year.

Scrutineer's Report to the Trustees of the 3rd St Albans Scout Group

I report on the accounts of the Group for the year ended 31st March 2023

Respective responsibilities of Trustees and Scrutineer

As the Group'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 constitution, I have scrutinised the records and the accounts set out on pages 4 and 5

Scrutineer's Statement

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

Name: Mr A.J.Hodge FCA CTA

Address: 11 Tintern Close
Harpenden
Herts AL5 3NZ

Date: 31st January 2024