

# Trustees' Annual Report

For the period

From (start date) 

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 to end date 

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## Section A

## Reference and administration details

Charity name

9th St Albans Scout Group

Other names the charity is known by

Registered charity number (if any)

3 0 2 5 7 4

HQ registration number

Charity's principal address

68 Lemsford Road

St Albans

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	David Head	Chairman	
2	Robert Baker	Treasurer	
3	Nicola Pearce	Secretary	
4	Mark Wilkinson		
5	Solange Wyatt		
6	Claire Wainwright		
7	Matt Durkin		21/09/2022
8	Katie Mordecai		21/09/2022
9			
10			
11			
12			
13			
14			
15			

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
Independent Examiner	Gary Heywood	1 Silk Mill Road, Redbourn, AL3 7GE

**Section B****Structure, governance and management**

Description of the charity's trusts

Type of governing document

(e.g. trust deed, constitution)

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.

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 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.

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 Leaders, individual section leaders (if opted to take on the responsibility) and parent's representation and meets every 4 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.

Section B	Structure, governance and management (continued)
	<p><b>Risk and Internal Control</b></p> <p>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:</p> <p><b>Damage to the building, property and equipment.</b> 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.</p> <p><b>Injury to leaders, helpers, supporters and members.</b> The Group through the capitation fees contributes to the Scout Associations national accident insurance policy. Risk Assessments are undertaken before all activities.</p> <p><b>Reduced income from fund raising.</b> 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.</p> <p><b>Reduction or loss of leaders.</b> 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.</p> <p><b>Reduction or loss of members.</b> 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.</p>

Section C	Objectives and activities
Summary of the objects of the charity set out in its governing document	<p><b>The Purpose of Scouting</b> Scouting exists to actively engage and support young people in their personal development, empowering them to make a positive contribution to society.</p> <p><b>The Values of Scouting</b> As Scouts we are guided by these values:  <b>Integrity</b> - We act with integrity; we are honest, trustworthy and loyal.  <b>Respect</b> - We have self-respect and respect for others.  <b>Care</b> - We support others and take care of the world in which we live.  <b>Belief</b> - We explore our faiths, beliefs and attitudes.  <b>Co-operation</b> - We make a positive difference; we co-operate with others and make friends.</p> <p><b>The Scout Method</b> 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.</p>
Summary of the main activities in relation to these objects	<p><b>Scouts</b> During the year to 31st March 2023, the Troops averaged approximately 25 young people with 4 leaders supporting them. Face to face meetings and activities have recommenced following Covid-19.</p> <p><b>Cubs</b> During the year to 31st March 2023, the Packs averaged approximately 40 young people with 9 leaders supporting them. Face to face meetings and activities have recommenced.</p> <p><b>Beavers</b> During the year to 31st March 2023, the Colonies averaged approximately 17 young people with 3 leaders supporting them. Face to face meetings and activities have recommenced.</p>

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

As can be seen by the Sectional Reviews, the Group has continued to run and engage its young people throughout the financial year. Highlights for the sections, include activities such as District Camps, Kip on a Ship and Chatham Dockyard visits, which has seen life and activities constrained by the COVID-19 pandemic.

## 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 £10,000.

The Group held reserves of approximately £36,000 against this at year end. This is above the level required for operating expenses. However this can be explained by the need for future potential expenditure on the buildings and premises.

### 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.

## Section F

## Other Optional Information

Plans for future periods (details of any significant activities planned to achieve them)

**Section G****Declaration**

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)

David Head	Robert Baker
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Position (eg Secretary, Chair)

Chairman	Treasurer
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Date

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# 9th St Albans Scout Group (Charity no. 302574)

## Receipts and payments account

	Year start date		Year end date
For the year from	01/04/2022	To	31/03/2023

### Receipts and payments

	2022/23	2021/22
	Unrestricted funds	Unrestricted funds
	£	£
<b>Receipts</b>		
<b>Donations, legacies and similar income</b>		
Membership subscriptions	10,313	8,235
Donations	146	216
Gift Aid	-	4,890
<b>Sub total</b>	<b>10,459</b>	<b>13,341</b>
<b>Grants</b>		
Other grants	-	10,667
<b>Sub total</b>	<b>-</b>	<b>10,667</b>
<b>Fundraising events (gross)</b>		
Section activities	6,019	45
Camping	2,585	-
Other fundraising activities	-	-
<b>Sub total</b>	<b>8,604</b>	<b>45</b>
<b>Scout hut income</b>		
Hire of building	7,578	720
<b>Sub total</b>	<b>7,578</b>	<b>720</b>
<b>Total Gross Income</b>	<b>26,641</b>	<b>24,773</b>
<b>Total receipts</b>	<b>26,641</b>	<b>24,773</b>

# 9th St Albans Scout Group (Charity no. 302574)

## Receipts and payments account

	Year start date		Year end date
For the year from	01/04/2022	To	31/03/2023

### Receipts and payments

	2022/23	2021/22
	Unrestricted funds	Unrestricted funds
	£	£
<b>Payments</b>		
<b>Charitable Payments</b>		
Membership subscriptions paid on District	4,717	4,131
Youth programme and activities	6,477	639
Electricity and Gas	2,799	2,751
Insurance	1,647	1,594
Repairs and Renewals	2,926	9,645
Materials and equipment	1,133	511
Contribution to camp costs	2,565	-
Bank and OSM charges	669	192
Other costs	435	211
<b>Sub total</b>	<b>23,368</b>	<b>19,674</b>
<b>Total Gross Expenditure</b>	<b>23,368</b>	<b>19,674</b>
<b>Total payments</b>	<b>23,368</b>	<b>19,674</b>
<b>Net of receipts/(payments)</b>	<b>3,273</b>	<b>5,099</b>
Cash funds last year end	32,668	27,569
<b>Cash funds this year end</b>	<b>35,941</b>	<b>32,668</b>



# 9th St Albans Scout Group (Charity no. 302574)

## Receipts and payments account

	Year start date		Year end date
For the year from	01/04/2022	To	31/03/2023

### Statement of assets and liabilities at the end of the year

	31st March 2023 Unrestricted funds	31st March 2022 Unrestricted funds
	£	£
<b>Cash funds</b>		
Bank current account	35,941	32,668
<b>Total cash funds</b>	<b>35,941</b>	<b>32,668</b>
(agree balances with receipts and payments account)	ok	ok
<b>Total net assets</b>	<b>35,941</b>	<b>32,668</b>

The above receipts and payments account and statement of assets and liabilities were approved by the Trustees on 19th April 2023 (the date of the Executive Committee meeting that approved the accounts) and signed on their behalf by

Signature



Print Name
David Head Chair
Robert Baker Treasurer

## Independent examiner's report to the trustees of 9<sup>th</sup> St Albans Scout Group Scout Council

I report to the trustees on my examination of the accounts of the 9th St Albans Scout Group for the year ended 31<sup>st</sup> March 2023.

### Responsibilities and basis of report

As the charity trustees of the 9<sup>th</sup> St Albans 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 9<sup>th</sup> St Albans 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.

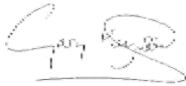
### Independent examiner's statement

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 9<sup>th</sup> St Albans 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: Gary Heywood

Relevant professional qualification or membership of professional bodies (if any): ACA (ICAEW)

Address: 1 Silk Mill Road, Redbourn, AL3 7GE

Date: 30/06/2023