

Trustees' Annual Report

For the period

From (start date)

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to end date

3	1	0	3	2	3
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Section A	Reference and administration details
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Charity name

16th St Albans Scout Group

Other names the charity is known by

Registered charity number (if any)

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HQ registration number

3	0	5	0	2			
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Charity's principal address

59 Firwod Avenue

St Albans

Herts

Postcode

A L 4 0 T D

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	Nigel Welford	Group Scout Leader	
2	Alex Nikitits		
3	Stephen Clarke		
4	Alison Dundjerovic	Treasurer	
5	Bridget Tinson	Chair	
6	Katie Dettmer	Secretary	
7	Emma Keigher		
8	Kathryn Wardle		Resigned 21 st March 2023
9	Kerry Clarke		
10	Gillian Shearsby-fox		
11	Nilima Patwardhan	Deputy Group Scout Leader	

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

Section B

Structure, governance and management

Description of the charity's trusts

Type of governing document
(e.g. trust deed, constitution)

The Group's 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 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:
a) the induction and training of trustees;
b) trustee' consideration of major risks and the systems and procedures to manage them
Policies and procedures adopted for:

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.

Note that the Group Executive Committee will be known as the Group Trustee Board from April 2023. In addition, the responsibilities and focus of the Trustee Board will change from April 2023. This report continues to refer to the Group Executive Committee

as it covers the period 1st April 2022 to 31st March 2023. This report also continues to refer to the responsibilities as they were during the period 1st April 2022 to 31st March 2023.

The Committee consists of Chair, Treasurer and Secretary together with the Group Scout Leader, Deputy Group Scout Leader (where the position is filled), individual section leaders (if opted to take on the responsibility), elected parent representation and any co-opted members. The Committee meets 4 times a year or more regularly if the business of the Committee so requires.

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.

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 regularly reviews the subscriptions to ensure they remain at an appropriate level to cover outgoings and could raise the value of subscriptions to increase the income to the group, either temporarily or permanently.

Reduction or loss of leaders. The group is completely 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.

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 policies to ensure that insurable risks are covered.

Section C	Objectives and activities
Summary of the objects of the charity set out in its governing document	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 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

The 16th St Albans Scouts Group engage in a diverse range of activities that are consistent with the Values of Scouting. Details of these activities are provided in section D of this report.

Additional details of the objectives and activities (optional information but encouraged best practice)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- contribution made by volunteers;
- policy on investments.

n/a

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

The 16th St Albans is a thriving and active scout group with 2 Scout Troops, 2 Cub Scout Packs and 1 Beaver Scout Colony run by dedicated volunteer leaders supported by assistant leaders.

As a group we continued the tradition of attending the St George's day parade through St Albans on 24th April, which was well attended by all sections.

Beaver Colony

Throughout the year the Beaver Scouts worked on elements of all the challenge badges as well as completing activity badges that included space, cook, money skills, disability awareness, communicator, global issues and community impact. They continued to support the Crisp Packet Project, a project that makes bivi-bags for homeless people. They also continued to engage in a local community project with Herts Independent Living Service (HILS) where they create birthday cards for HILS to send to their clients. The Beaver Scouts enjoyed a visit to the fire station where they soaked a firefighter, rang the market bell in the clocktower, practised their gardening skills by wilding De Havilland aircraft museum, were treated to an astrology evening and received a visit from Albany Pet Services. The colony continues to operate with 24 Beaver Scouts.

Cub Scout Packs

We have continued to run two active Cub Packs, on Wednesday and Saturday, and they have taken part in a varied and full programme over the year.

We have a group of dedicated leaders who are supported by a team of young leaders, and parent helpers.

As far as possible, we try to run the same programme for both packs, with variations where needed.

We started the year with an action-packed camp at Paccar, sleeping in Teepees, and taking part in activities from making dream catchers to archery, zip wires and team building games.

We also attended the district camp at the end of May where we were able to meet with other local troops and take part in some different activities including zorbing and slacklining.

Our next camp was in October where we held a spy themed camp at Gilwell Park including rifle shooting, code cracking, and rescuing Nigel who had been "kidnapped" by the evil Scout leader!

And we joined the district again for a Christmas movie at The Odyssey.

In March, we joined the county Bushcraft event at Lees Wood and had a great time learning essential skills for surviving in the great outdoors.

When not taking part in camps:

- We have held various sports evenings, including rugby, athletics and cycling.
- We have learnt about and raised money for charities including comic relief and Herts Young Homeless
- And many other activities including games, hikes, craft, astronomy and cooking.

Scout Troops

2022/23 saw Scouts fully return to normal after COVID with most district and county events returning.

The Wednesday Scout Troup has continued to thrive with a Troop size of twenty six, the majority of whom attend every Wednesday evening. We have had a number of Scouts move on to Explorers and a few complete their D of E Bronze voluntary service with the Troup. Leaders deliver a varied program throughout the year based on the Scout Award scheme, and the Leadership Team (comprising of adult leaders and senior Scouts) meets three times a year to plan the program for each term. We aim to move Scouts through the award scheme during their time in the Troop. Throughout the year the Troop presented seventy six badges across topics that include Teamwork; Length of Service in Scouting; Nights Away – a number of Scouts have now registered more than twenty nights away, Craft Award badges and the Communicator badge.

As Covid restrictions were withdrawn Scouts were able to engage in all Scouting activities, some of which were carried out jointly with the Friday Scout Troop including taking part in, and winning ,a District organized Night Hike Challenge activity in early December and a postponed walking weekend in Dartmoor (originally booked for 2021) which finally took place in January 2023 and proved to be somewhat of a challenge due to the very wet weather. The walking weekend was also attended by a small number of Explorer Scouts and their leaders as well as some parent volunteers

The Wednesday Scout Troup Leader would like to record his thanks to the Scouts in the Wednesday Troop for their unwavering enthusiasm for all the activities the Group engages in, and also to the adult volunteers and ad-hoc parent helpers without whom it would not be possible to deliver the program.

The Friday Scout Troup has also continued to thrive. At the end of March 23 the Friday Scout Troop had 23 Scouts on roll, 3 adult leaders and one young leader.

The Friday Scout Troop participated in the following activities throughout the 2022/23 year:

- Spring Camp at Phasels Wood where Scouts were responsible for all of their own meals and completed a pioneering project.
- Cycling 12 miles to Tolmers Scout camp and then sleeping out in survival bags before cycling home next morning
- I'm a Scout, Get me out of here district competition at Gilwell Park where Scouts needed to collect stars to earn their food and participate in a 'bush tucker' trial
- Green Beret county competition in November alongside 150 other teams from across Hertfordshire.
- St Albans Sleepout to help raise money for local homeless charities.

Family Camp

The Group also ran a very successful family camp in June 2022 attended by 60 people. Activities included backwoods cooking, a rounders match and a barbeque on the Saturday evening.

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 6 months running costs, circa £4,500.

Quantify and explain any designations

n/a

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

n/a

Further financial review details (optional information)

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

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

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.

- 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 Optional Information

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

n/a

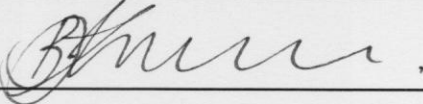
Section G

Declaration

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

Signed on behalf of the
charity's trustees

Signature(s)



Full name(s)

Bridget Jane Tinson

Position (eg Secretary,
Chair)

Chair

Date

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16th St. ALBANS SCOUT GROUP
Charity Registration 302575, Registration number 30502

Receipts & Payments Account Summary

	2022/23 £	2021/22 £
Total receipts for the year	54256	31526
Total payments for the year	-27714	-22602
Net receipts for the year	<u>26542</u>	<u>8924</u>
Cash Banked and similar funds brought forward	32132	23208
Cash Banked and similar funds carried forward	<u>58674</u>	<u>32132</u>
	0	0

The above account and accompanying statement of assets and liabilities were approved by the Trustees on

13-7-23

and signed on their behalf by

Nigel Welford - GSL

NWelford

Alison Dundjerovic

Alison Dundjerovic

Alison Dundjerovic - Treasurer

Statement of Assets & Liabilities

	2022/23 £	2021/22 £
MONETARY ASSETS		
Bank Current Accounts(s)	50648	24123
Bank Deposit Accounts(s)	8026	8009
	<u>58674</u>	<u>32132</u>

16th St. ALBANS SCOUT GROUP

Receipts

	2022/23 £	2021/22 £
MEMBERSHIP SUBSCRIPTIONS	13039	12616
Less: Paid to District	-6466	-5763
	<u>6573</u>	<u>6853</u>
INVESTMENT INCOME RECEIVED		
Bank Interest	17	1
Property Rents	6470	6420
	<u>6487</u>	<u>6421</u>
DONATIONS/GRANTS	755	8000
	<u>755</u>	<u>8000</u>
ACTIVITIES		
Camps	34281	9076
Other	0	0
	<u>34281</u>	<u>9076</u>
OTHER INCOME		
Gift Aid Recovered	6160	1176
	<u>6160</u>	<u>1176</u>
TOTAL RECEIPTS FOR THE YEAR	<u>54256</u>	<u>31526</u>

Expenses

PREMISES		
Ground Rent	250	250
Light, Heat & Water	2902	1754
Cleaning	1050	250
Hut Insurance	4230	7477
Repairs & Renewals	2217	3776
	<u>10649</u>	<u>13507</u>
ACTIVITIES		
Camps and trips	12293	6262
General activities	877	564
	<u>13170</u>	<u>6826</u>
FUND RAISING EXPENSES		0
ADMIN/ESTABLISHMENT EXPENSES		
General expenses	915	582
Purchase of Badges & Scouting Material	1382	267
Interest paid & bank charges	668	619
	<u>2965</u>	<u>1468</u>
PURCHASE OF CAPITAL EQUIPMENT		
Camping & Kitchen Equipment	930	802
	<u>930</u>	<u>802</u>
TOTAL PAYMENTS FOR THE YEAR	<u>27714</u>	<u>22603</u>

Independent examiner's report to the trustees of the 16th St Albans Scout Group

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

Responsibilities and basis of the report

As the charity trustees of the 16th 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 16th 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 (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 16th St Albans Scout Group as required by section 130 of the Act; or
2. the accounts do not accord with those records.

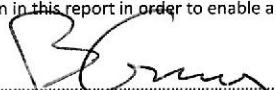
I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Signed.....

Name.....

Address.....

Date.....


~~13.7.23~~ BARNEY GRAY
6 Valerie Close
St Albans
AL1 5JD
13.7.23