

# 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

16th St Albans Scout Group

Other names the charity is known by

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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 Firwood 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	Michael Lancaster		From 19 July 2023
9	Kerry Clarke		
10	Carolyn Furness		From 19 July 2023
11	Nilima Patwardhan	Beaver Scout Leader	
12	Gillian Shearsby-Fox		Resigned from 8 Sep 2023

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
Barney Gray	Accounts Scrutineer	

## 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 Trustee Board (formally known as 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 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

Trustee Board so requires.

Members of the Trustee Board complete "*Essential Information*" training within the first 5 months of joining the committee.

This Trustee Board 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;

### **Risk and Internal Control**

The Trustee Board has identified the major risks to which they believe the Group is exposed to, 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 14. If there was a reduction in membership in a particular section or the group as whole then there would have to be a

Section C	Objectives and activities
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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:

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 as 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 16<sup>th</sup> St Albans continues to be a thriving and active Scout group with 2 Scout Troops, 2 Cub Scout Packs and 1 Beaver Scout Colony run by dedicated volunteer leaders and supported by assistant leaders.

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

The long awaited Kandersteg trip (delayed by Covid) took place in August 2023. 39 Scouts and Explorers (from Oakdene and Riverside) journeyed to the international Jamboree camp in Switzerland. As well as local site activities, the Scouts enjoyed a river boat journey/swim, visiting Bern and a mountain hike with overnight stay in a mountain hut.

### Beaver Colony

- Throughout the year the Beaver Scouts worked on elements of all the challenge badges as well as completing activity badges that included Approx. 12 activity and staged badges completed - Animal Friend, Builder, Collector, Digital Citizen, Emergency Aid, Faith, Gardener, Global Issues, Hobbies, Navigator, Nights Away, Photographer
- 11 Beaver Scouts invested this year
- 7 Chief Scout's Bronze awards
- Visits to Hemel snow centre, Beaver fun day at Tolmers Scout Camp, St Albans Abbey & the St Albans Clocktower.
- Making birthday cards for the elderly at HILS
- Making water bottle filters and bandaging a very big teddy bear!

### 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 with a Wallace & Gromit theme.

Visits to the De Havilland aircraft museum, St Albans district gang show.

Camp blanket Sewing, ecobricks, Easter egg hut

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

In March 2024, 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.
- Bat night with Highfield trust.
- Cooking 3 course meals in homes
- Hollywood Bowl
- Charity Christmas bake sale
- Christmas Party
- And many other activities including games, hikes, craft, astronomy and cooking.

### Scout Troops

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 few Scouts have now registered more than twenty nights away..

Friday Scout Troop including taking part in a District organized Night Hike Challenge activity in early December.

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 Troop participated in the following activities throughout the 2023/24 year:

- Spring Camp at Gilwell Park where Scouts were responsible for all of their own meals and completed a pioneering project.
- I'm a Scout, Get me out of here district competition 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.
- An overnight stay in the Ramsgate Tunnels!

Section E	Financial Review
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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 Trustee Board 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
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Plans for future periods (details of any significant activities planned to achieve them)

n/a

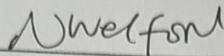
## Section G

## 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)

Nigel John Welford

Position (eg Secretary,  
Chair)

Group Scout Leader

Date

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

Receipts & Payments Account Summary

	2023/24 £	2022/23 £
Total receipts for the year	35798	54256
Total payments for the year	-51037	-27714
Net receipts for the year	<u>-15238</u>	<u>26542</u>
Cash Banked and similar funds brought forward	58674	32132
Cash Banked and similar funds carried forward	<u>43436</u>	<u>58674</u>
	0	0

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

9-7-24  
..... and signed on their behalf by

Nigel Welford - GSL

.....  
Nigel Welford

Alison Dundjerovic

.....  
Alison Dundjerovic - Treasurer

Statement of Assets & Liabilities

	2023/24 £	2022/23 £
MONETARY ASSETS		
Bank Current Accounts(s)	15,164	50648
Bank Deposit Accounts(s)	28,272	8026
	<u>43436</u>	<u>58674</u>
	0	

## 16th St. ALBANS SCOUT GROUP

## Receipts

	2023/24 £	2022/23 £
MEMBERSHIP SUBSCRIPTIONS	12851	13039
Less: Paid to District	-6272	-6466
	<u>6580</u>	<u>6573</u>
INVESTMENT INCOME RECEIVED		
Bank Interest	245	17
Property Rents	4,695.00	6470
	<u>4940</u>	<u>6487</u>
DONATIONS/GRANTS	<u>1859</u>	<u>755</u>
	1859	755
ACTIVITIES		
Camps	19759	34281
Other		0
	<u>19759</u>	<u>34281</u>
OTHER INCOME		
Gift Aid Recovered	2662	6160
	<u>2662</u>	<u>6160</u>
TOTAL RECEIPTS FOR THE YEAR	<u>35798</u>	<u>54256</u>

## Expenses

PREMISES		
Ground Rent	500	250
Light, Heat & Water	2595	2902
Cleaning	750	1050
Hut Insurance	1306	4230
Repairs & Renewals	490	2217
	<u>5641</u>	<u>10649</u>
ACTIVITIES		
Camps and trips	39543	12293
General activities	1439	877
	<u>40982</u>	<u>13170</u>
FUND RAISING EXPENSES	0	0
ADMIN/ESTABLISHMENT EXPENSES		
General expenses	698	915
Purchase of Badges & Scouting Material	1391	1382
Interest paid & bank charges	651	668
	<u>2740</u>	<u>2965</u>
PURCHASE OF CAPITAL EQUIPMENT		
Camping & Kitchen Equipment	1674	930
	<u>1674</u>	<u>930</u>
TOTAL PAYMENTS FOR THE YEAR	<u>51037</u>	<u>27714</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 2024

## 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.

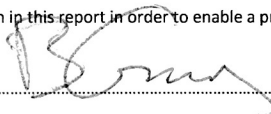
I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Signed.....

Name.....

Address.....

Date.....



BARNABY GRAY

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9.7.24