

**TO BE FORMALLY APPROVED BY
THE GROUP TRUSTEE BOARD
AT THE AGM ON 12th June 2024**

**1st Sawbridgeworth Scout Group
Annual Report 2023**

Trustees' Annual Report

For the period from (start date) **01.01.2023** to (end date) **31.12.2023**

Charity name

1st Sawbridgeworth Scout Group

Registered charity number (if any)

302582

Charity's principle address

c/o Mr N R Jones (Group Lead Volunteer)

1st Sawbridgeworth Scout Group Headquarters

Kecksys, Sawbridgeworth

Herts

Postcode

CM21 9DT

Names of the charity trustees who manage the charity

Trustee Name	Office (if any)	Dates acted if not for whole year
Mr P Richardson	Group Chairman	
Mr T Bill	Group Treasurer	
Mr N Jones	Group Lead Volunteer	
Mrs K Forbes-Jackson	Group Secretary	Until November 2023
Mrs M Bray	Assistant Group Lead Volunteer	
Mr G Wheeldon	Mohawk Cub Lead Volunteer	
Mr A Jermy	Ottawa Beavers Lead Volunteer	
Mr A Everett	Blackfoot Cub Lead Volunteer	
Mr T Payne	Discovery Scout Lead Volunteer	
Mr E Harries	Challenger Scout Lead Volunteer	

Constitution for the 1st Sawbridgeworth Scout Group

Preamble

This constitution describes the role, membership and operation of the Group Scout Council, and the Group Trustee Board. In the interest of openness, especially for new members of the Group Scout Council, the Group Scout Council should re-adopt their constitution at each Annual General Meeting (AGM).

Charitable Objects

Our purpose is to actively engage and support young people in their personal development, empowering them to make a positive contribution to society.

The Group Scout Council and the Group Trustee Board

The Group Scout Council has a governance role for the charity and, in particular, makes Group Trustee Board appointments other than ex officio and co-opted appointments. The Group Trustee Board is responsible for the governance of the charity. Although the Group Trustee Board is responsible for the charity, it is accountable to the Group Scout Council. The Group Scout Council has no Trustee responsibilities.

The Group Scout Council – membership

Membership of the Group Scout Council does not provide any membership status of the Scouts.

Group Scout Council membership

a) The ex officio members of the Group Scout Council are members by virtue of their role in The Scouts:

- all adult members of the Group – see Group roles listed in the Chapter 16 Roles Table of The Scout Association's Policy, Organisation and Rules
- all parents or carers of Beavers, Cubs and Scouts in the Group

b) The appointed members of the Group Scout Council are other supporters of the Group appointed by the Group Scout Council on the recommendation of the Group Lead Volunteer and the Group Trustee Board. The number of appointed members must not exceed the number of ex officio Group Scout Council members. A Group Scout Council does not need to have any appointed members.

c) The County Commissioner has the right of attendance at each Group Scout Council meeting in the County.

d) Membership of the Group Scout Council ends when the:

- member resigns
- member no longer qualifies as a member of the Group Scout Council
- Group Scout Council is dissolved
- Group Scout Council membership is terminated by UK Headquarters following a recommendation by the Group Trustee Board.

e) The total number of appointed members of a Group Scout Council must not exceed the number of ex officio members.

Group Scout Council – Annual General Meeting

Group Scout Council must hold an Annual General Meeting (AGM) within six months of the end of the Group's financial year.

The AGM must:

a) Undertake governance oversight by

- approving the minutes of the previous Group AGM
- adopting (or re-adopting) the constitution of the Scout Group charity.
- noting the dates of charity's financial year
- approving appointed members of the Group Scout Council
- agreeing the maximum total number of members of the Group Trustee Board.

b) Review the previous year by

- receiving from the Group Scout Leader an overview of the past 12 months of activity in the Group
- receiving and considering the Group Trustees' Annual report and the annual statement of accounts approved by the Group Trustee Board.
- Before the AGM, the accounts must have completed their examination by an independent examiner.

c) Make appointments

- appoint a Chair of the Group Trustee Board.
- appoint a Treasurer of the Group Trustee Board.
- appoint other members of the Group Trustee Board.
- appoint (or re-appoint) an independent examiner.

Group Trustee Board - purpose

The Group Trustee Board is a team of volunteers who work together, as charity Trustees, to make sure the Scouts is run safely and legally. At the heart of their role is a focus on strategy, performance and assurance.

Effective Trustee support helps other volunteers run the Scout programme that gives young people skills for life.

Members of the Group Trustee Board must act collectively as charity trustees of their Scout Group, and in the best interests of the charity's members.

Governance roles must be distinct to help manage conflicts of interest. This means that the roles of Group's Chair and Treasurer must be kept separate and be done by two different people.

The Group Trustee Board must act in the charity's best interests, acting with reasonable care and skill and take steps to be confident that:

a) The charity is:

- well managed
- carrying out its purposes for the public benefit
- complying with the charity's governing document and the law
- managing the charity's resources responsibly

b) the charity is operating compliant with POR and the local charity regulator, including effective management of each of the Key Policies listed in Chapter 2 of The Scout Association Policy, Organisation and Rules.

c) young people are meaningfully involved in decision making at all levels

d) the Group has sufficient resources (funds, people, property and equipment) available to meet the planned work of the Group including delivery of the high quality programme and resource requirements of the training programme (Rule 4.2.2 of The Scout Association Policy, Organisation and Rules)

The Group Trustee Board members must themselves collectively:

a) develop and maintain a risk register, including putting in place appropriate mitigations

b) ensure that the Group's finances are properly managed, including development and maintenance of appropriate budgets to support the work of the Group

c) maintain and manage:

- a reserves policy for the charity including a plan for use of reserves outside the 'minimum'
- an investment policy for the charity
- a public benefit statement for the charity

d) ensure that people, property and equipment are appropriately insured, and that any property and equipment owned or used by the Group is properly protected and maintained

e) ensure the appointment and management and operation of any subcommittees, including appointing a Chair to lead the sub-committee. This should normally be one of the Group's Trustees.

f) ensure that effective administration is in place to support the work of the Group Trustee Board

g) appoint any co-opted members of the Group Trustee Board

h) ensure transparency of operation, including:

- prepare and approve the Annual Accounts and arrange their examination by an independent examiner and as appointed by the Group Scout Council at their AGM
- prepare and approve the Group Trustees' Annual Report (which must include the Annual Accounts and include the report from the independent examiner)
- present the approved Group Trustees' Annual Report and Annual Accounts to the Group Scout Council for their consideration at the Group's AGM
- following the Group AGM, ensure that a copy of the Group Trustees' Annual Report and Accounts is sent to the District Trustee Board administration and, if the Group is a registered charity, is filed with the appropriate charity regulator (if the regulator's rules require it).

i) take responsibility for the Group's adherence to Data Protection Legislation recognising that, dependent on circumstances, it will at different times act as a Data Controller and as a Data Processor

j) individually and collectively maintain confidentiality regarding appropriate Group Trustee Board business

k) put in place annually an open and transparent selection process to recommend to the Group Scout Council appropriate members to be appointed members of the Group Trustee Board, including Chair and Treasurer.

Group Trustee Board - membership

Subject to the conflict of interest rules, a Trustee may be a member of more than one Trustee Board.

A Group Trustee Board should comprise a maximum of 12 Trustees (the total of all ex officio, appointed and co-opted Trustee Categories), with a minimum of five Trustees. The maximum number of Trustees should be agreed by the Group Scout Council at its AGM.

Each ex officio, appointed and co-opted member of the Group Trustee Board is a charity Trustee of the Group.

People invited to attend a meeting of the Group Trustee Board, or with right of attendance, may be present at the meeting but are not charity Trustees and have no voting rights.

Certain people are disqualified from being charity trustees by virtue of the Charities Acts.

All Trustees must complete learning as specified in Rule 16.2.1, 16.2.3, 16.2.4 of The Scout Association Policy, Organisation and Rules and the Chapter 16 Roles Table. of The Scout Association Policy, Organisation and Rules

The members of the Group Trustee Board are:

a) The Group Lead Volunteer is an ex officio member of the Group Trustee Board.

b) The Group Trustee Board must initiate a selection process to propose a Group Chair to the Group Scout Council for appointment at their AGM.

c) The Group Trustee Board must initiate a selection process to propose a Group Treasurer to the Group Scout Council for appointment at their AGM. The proposal from the Trustee Board is received by the Scout Council at their AGM. The action of the Scout Council is to approve (or not) the proposed name from the Trustee Board.

d) The appointed members of a Group Trustee Board are persons appointed by the Group Scout Council at the Group's AGM. This should follow a selection process initiated and overseen by the Group Trustee Board. The proposal from the Trustee Board is received by the Scout Council at their AGM. The action of the Scout Council is to approve (or not) the proposed name(s) from the Trustee Board.

e) The co-opted members of a Group Trustee Board are persons co-opted annually by the Group Trustee Board. They are not appointed by the Group Scout Council at its AGM. The number of co-opted members must not exceed the actual number of appointed Trustees (excluding Chair and Treasurer).

f) The District Commissioner, the District Chair and the County Commissioner each have the right of attendance at meetings of each of the Group Trustee Boards in the Districts in the County.

Term limits for Trustees are specified in POR rule 5.3.1.6.

If a Trustee Board Chair or Treasurer resigns, then Rule 16.6.3 of The Scout Association Policy, Organisation and Rules must be followed.

Group Scout Council - Conduct of meetings

The Group Scout Council meets at their AGM. It would be unusual for there to be additional meetings of the Group Scout Council.

A Group Scout Council meeting should normally be convened with at least four week's notice. A meeting may be convened on shorter or no notice with the agreement of at least three quarters of the members of the Group Trustee Board.

Group Scout Council meetings are chaired by the Group Chair. If the Group Chair is unable to be present, the Group Chair may appoint a delegate to chair a meeting of the Group Scout Council subject to such appointment being approved at the start of the meeting by a majority of the Group Scout Council members present.

Only Group Scout Council members may vote in Scout Council meetings.

The quorum for a Group Scout Council meeting is agreed by the Group Scout Council at their AGM. If there is no quorum present at a meeting of the Group Scout Council, the meeting must be closed and reconvened at the earliest available opportunity.

Decisions are made by a majority of votes cast by those present at the meeting. In the event of an equal number of votes being cast on either side, the Chair does not have a casting vote and the matter is taken not to have been carried.

All meetings of the Group Scout Council must be properly recorded and minuted.

Group Trustee Board - Conduct of meetings

Meetings of the Group Trustee Board normally consist of 4 between the Group Scout Council (AGM).

Meetings of the Group Trustee Board should be convened on at least two weeks' notice. Meetings may be convened on shorter or no notice with the agreement of at least half of the members of the Group Trustee Board.

Group Trustee Board meetings are chaired by the Group Chair. If the Group Chair is unable to be present, they may appoint a delegate to chair a meeting of the Group Trustee Board subject to such appointment being approved at the start of the meeting by a majority of the members present at the meeting.

Only members of a Group Trustee Board may vote in its meetings.

The quorum for a meeting of a Group Trustee Board is one third of the Trustees (ex officio plus appointed plus co-opted) plus one.

If there is no quorum present at a meeting of the Group Trustee Board, the meeting must be closed and reconvened at the earliest opportunity.

Decisions are made by a majority of votes cast by those present at the meeting. In the event of an equal number of votes being cast on either side, the meeting Chair does not have a casting vote and the matter is taken not to have been carried.

In order to discharge their responsibilities, the Group Trustee Board may meet by telephone or video conference as well as face to face when agreed by the Group Chair. This includes 'hybrid' meetings, where some members are present at an agreed meeting place and others join by telephone or video.

Where urgent matters arise between scheduled meetings of the Group Trustee Board and if it is not practicable to convene a meeting of the Group Trustee Board then an electronic voting method (such as email) is allowed for decision making of the Group Trustee Board when deemed appropriate by the Group Chair. In such circumstances, at least 75% of the members of the Group Trustee Board must approve the decision, and the outcome of the voting must be reported at, and recorded in the minutes of, the next Group Trustee Board meeting.

Summary of the main activities 2023

By maintaining eight sections throughout 2023 (3 Beaver Colonies, 3 Cub Scout Packs and 2 Scout Troops), the 1st Sawbridgeworth Scout Group delivered a wide range of Scouting activities throughout the year for around 175 members.

Additional details of the objectives / activities (optional information) 2023

- policy on grant making;
- contribution made by volunteers.

Summary of the main achievements of the charity during the year 2023

Beavers

Key activities for the Spring 2023 programme included outdoor fun with "Muddy Manoeuvres in the Dark" at Pishiobury Park, a visit to "Pets at Home", a fabulous set of activities for learning about Cooking, Health & Fitness, Book Reader Badge and regular favourites of Egg themed Games, Pancake fun, lighting fires &. Special Beaver Service training gave the Beaver Scouts a chance to work in teams to earn their "Special Beaver Service" awards while they practised jumping, nerf shooting, a Krypton factor puzzle and moving heavy equipment across the HQ! Beaver Scouts and parents enjoyed a full day of bushcraft at Priory Woods in April, where activities included fire lighting with natural materials, basic cooking on the fire, den / shelter building & water filter making. Key activities for the Summer 2023 Programme included an amazing Beaver/Parent camp & outdoor camp at "Thriftwood Scout Activity" centre. Activities for Beaver Scouts included climbing crate stacks, navigating a cave bus, the famous "Cresta" cart run and the usual campfire, marshmallows and singing to finish off the day before a night under the stars (on this occasion, there were both stars & rain). The activities and camping were accompanied by alfresco cooked meals and refreshments, enjoyed by all.

The term also included a special "coronation" event, complete with pioneering to make "sedan chair" thrones (which they raced wearing crowns). They also tried cooking skills to help make coronation "crown" biscuits. During our weekly sessions, they achieved their Digital Citizen, Camp craft, Hikes stages and Adventure Challenge badges, with a high proportion of time being outdoors, despite the

incessant rain this term! The train & river hike will be remembered by many; parents & leaders showed great teamwork to support young people over a very recently flooded stretch of path! The usual St George's Day and May Fair events were well attended by the Beaver Scouts, we were very proud of their behaviour at the parade and service. The term finished with our traditional water games at HQ and a "cold & windy" visit & hike at Hatfield Forest.

Key activities for the Autumn 2023 programme again included outdoor fun & learning with fire lighting, orienteering at Southern Country Park, a Road Safety hike and completion of the Emergency Aid staged badge. Halloween was celebrated with pumpkin carving sessions. During our weekly sessions, they also completed their Photography badge, Skills challenges and achieved their International badge, learning about other countries and cultures.

The Beaver Scouts and family members attended the parade and Harvest Festival at the Sawbridgeworth Evangelical Congregational Church and contributed food donations towards the Food Hub run by volunteers at the church for those in need. They also attended the annual Remembrance Parade and Service, again their attendance and behaviour was superb. The Sawbridgeworth Lights On event is a regular feature of the Sawbridgeworth Winter calendar, the Beaver Scouts again enjoyed making lanterns to be displayed in Gt. St Mary's church at the event. It was a fabulous display. The term finished with popular Christmas themed games & party food.

Well done to all the Beaver Scouts, thanks to their amazing leaders and also for the fantastic help from parents to enable a great 2023 Scouting year! Thanks also to our regular young volunteers, your support is really valued by leaders and the Beaver Scouts!

At the recent District Awards for 2023, there were great nominations for our leaders and young people with the District Beaver Scout of 2023 trophy being awarded to Nathaniel Wright from 1st Sawbridgeworth Manitoba colony.

Cubs

Key activities for the Spring 2023 programme included Emergency Aid, Personal/Home & Fire Safety & cooking with Trangias. They enjoyed a fabulous Spring Camp Activity Day with Fires, Shelters and active fun in the woods. There were our regular Spring favourites of Chinese New Year and Pancake fun. This term also included a wood themed session, making bird boxes to take home and a DIY session where they wired plugs and learned how to screw into wood. Fitness activities & Easter fun completed this term's programme activities.

Key activities for the Summer 2023 Programme included boat making & racing, learning about maps & navigation, orienteering in Southern Country Park, fires, whittling & campcraft. The Cub Packs participated in kayaking/rafting at the Essex Outdoor Centre. The usual St George's Day and May Fair events were well attended by the Cub Scouts, we were very proud of their behaviour at the parade and service.

Key activities for the Autumn 2023 programme kicked off with lighting fires, followed by a Safety hike and a Communicator badge evening. The Cubs also enjoyed a paracord bracelet making session, a photography night, a film evening and a challenging climbing session at "The Lock". Blackfoot Cub Pack enjoyed a Cub-led International badge quiz evening, which recently won the District youth shaped activity award for 2023. The Cub Scouts supported the Harvest Parade & Service and the annual Remembrance Parade and Service, again their attendance and behaviour at

the events was superb.

The highlight of the Autumn term was the making / decorating of a Christmas tree for the Gt St Mary's Christmas Tree event. The Mohawk Pack wooden tree won the coveted "best tree" prize and was later auctioned for a donation to the SECC Food Hub.

Well done to all the Cub Scouts and to their superb, practical & patient leaders for a fabulous 2023! Big thanks again to all those Section Assistants and Parent Helpers who gave the support to make the practical sessions safe & fun; your continued support is much needed and appreciated. Special thanks also to our Young Leaders who attend every week and help run activities, your ideas and time offered is truly appreciated by leaders, parents and the Cub Scouts!

At the recent District Awards for 2023, there were many nominations for leaders and young people with trophies being awarded to 1st Sawbridgeworth Group Blackfoot nominees Niamh Payne (Cub Leader), Teddy Emery (Young Leader), Gil Dickens-Brown (most Cub badges) and Huxley Jones (youth shaped programme activity).

Scouts

Challenger and Discovery Troops run a mutual programme covering all 'normal' Troop evenings, Camps and major activities. Together we have had another busy and active year.

Spring Term 2023

As the New Year began we started working towards the Skills (& fitness) Challenge. The first week was a food tasting challenge, with the Scouts trying different makes of coke, apples, crisps and digestive biscuits. Generally the Scouts preferred the 'own brands' to the more expensive brands, but with golden delicious apples being given the thumbs down.

For the next few weeks the Scouts had been regularly training on our "Circuit training" course, the Scouts also designed posters explaining the dangers of alcohol, drugs and tobacco.

As part of the Skills Challenge badge we also spent a couple of evenings learning the essentials of 1st Aid, which also gained the Scouts their Stages 1 & 2 Emergency Aid staged badges.

One week we did Andy's Ultimate Challenge, a series of team building activities and patrol challenges. After half term it was the traditional "Pancake night" which everyone enjoyed.

We were back swimming with the District at Bishop's Stortford College again, this time for a couple of weeks to complete the Stage 3 swimming badge.

For our Winter camp in March we had a weekend camp at Thorrington Scout campsite staying in the very nice Alpha building, with bunk beds and a big kitchen (just in case the weather was inclement).

However we still had plenty of time on Saturday morning to practise our camping skills; cooking on wood fires, using axes & saws safely. Saturday lunchtime it was time to put our skills to the test with a proper "backwoods" meal. Saturday afternoon saw us challenged by the Adventure Run (assault course) and Archery sessions. Later in the evening it was time to go climbing on the bouldering wall and explore the 3D Maze (in the dark). On Sunday morning we went air rifle shooting, mini-crossbows and explored the campsite trying to solve the photo quiz.

To complete the term we had a Fire lighting and outdoor cooking night at the HQ, in case anyone had missed the weekend camp.

Summer Term 2023

Having completed the Skill Challenge the previous term, after Easter we decided to concentrate on gaining a couple of Activity badges, with the first night back looking at Local Knowledge badge with a quiz and historical games.

We had another swimming night with the District at Bishop's Stortford College, but this time it was a fun night after all the hard work gaining the swimming badges on previous visits.

We then worked on the Photographers badge, with the Scouts going out for a Hike along the river to 'shoot' interesting items and the local wildlife. The next week we spent time editing and 'improving' the pictures.

As the summer term progressed we did many of our favourite summer evening activities like launching bottle rockets, strolling along the river Stort from the Moorhen back to the HQ, cycle maintenance evening in preparation for our annual cycle ride along the Flitchway on the longest day and an evening canoeing on the river with Whoosh.

We visited Southern Country Park in Thorley for an Orienteering evening and a Patrol Challenge night at the HQ with a series of Team building games and challenges.

In July we had an Early Summer Camp weekend at Priory Woods where we go to practice our Bushcraft and basic camp craft skills; lighting fires using various techniques, using axes & saws safely, cooking on wood fires and Backwoods cooking, widegames etc.

Towards the end of the term we had an exciting evening at the Lea Valley Whitewater centre, rafting on the legacy course. I think just about everyone found themselves in the water at some stage, all very enjoyable and exciting.

We concluded the term with our traditional family BBQ, Widegame and Investiture and Awards night at the Priory Woods campsite.

Summer Camp 2023 – District Lochearnhead Expedition - Scotland

In the Summer holidays, Scouts and Leaders from both Troops joined the District Lochearnhead expedition for ten action packed days in August. The aim of the expedition is to have fun doing adventurous outdoor activities in the highlands of Scotland. We stayed at the Hertfordshire Scout Station at Lochearnhead. Actually the 'station' has served as a Hertfordshire Scout activity base for longer than it was a railway station! As it had been closed for refurbishment since the pandemic, we were one of the lucky Districts who got to use the newly reopened station this year.

A taste of Lochearnhead; Monday evening about 10pm meet at Silver Lees carpark and board the coach, travel all night (only stopping twice on route), arrive at the 'station' just before 7:30am on Tuesday morning for breakfast, while we had breakfast the previous weeks participants boarded the coaches and returned home, following breakfast we had about an hour to settle in to our Cabins before we were off walking up one of the local hills, returning in the afternoon for tea & cakes on the platform, before dressing for diner and evening activities.

Wednesday, we had sailing on Loch Earn, as it was a bit windy this was quite an eventful and exciting day!

Thursday was mountain biking day, cycling about 15 miles to the Invertrossachs Scout campsite on Lock Venachar via Balquhidder and Callander. We spent the night at Invertrossachs with the Scouts bivouacing in a purpose built 'round' shelter with fantastic views of the night sky, while still being dry.

On Friday we stayed at the Invertrossachs campsite, for a relaxing "backwoods" day until the transport arrived to take us back to the station in the late afternoon. The day was spent cooking on wood fires, playing on the beach, watching fast jets skim the loch before heading off over the hills and just chilling out in the beautiful scenery.

Saturday was very wet and windy so our next Sailing trip was rearranged to a canoeing trip on 'Lochan Lairig Cheile', a sheltered little loch further up Glen Ogle.

Sunday was a gloriously warm day, so we all went to the Highland Games at Crieff. The highland games was a fascinating experience with all sorts of sports, highland dancing and bagpipe competitions all going on at the same time. It was hard to know what to watch at times. The Scouts particularly liked looking around the stalls and riding the fairground rides.

Monday saw us back on the water for a whole day kayaking on Loch Dochart where we kayaked to a castle on a little island for lunch.

Tuesday we were on the water again, but this time it was Stand-up Paddle boarding on Lock Venachar at the Invertrossachs Scout campsite.

Wednesday was a bright and beautiful day perfect for a stroll up the double peaked Ben Vorlic 985 m in the sunshine, before returning to the station for tea and cakes.

Thursday saw us back on the water again, but this time it Whitewater Rafting on the River Tay at Aberfeldy, the rafting was fun and every exciting when we're going over the rapids.

Unfortunately all good things must come to an end, for our evening meal on Thursday we all got dressed in our Uniforms for the final dinner at the station, we had haggis, neaps and tattles. Later in the evening the different Scouts Clans entertained each other with a series of sketched, songs, stunts and monologues.

Friday: time to go home, we were up early for breakfast and were soon boarding the coaches for the very long journey home, arriving back in the Bishop's Stortford in the early evening.

Autumn Term 2023

Autumn term saw us continuing with the outdoor theme, cooking on wood fires (in the dark). We had a Games night, just for fun, before spending a couple of weeks working on the World Challenge Badge. As part of the World Challenge Badge we had a day volunteering at the Apple day in Rivers Nursery, along with a Paralympic games night, Halloween fun and a Scrapheap Challenge where we had to make things from recycled items. Other nights included a Town Quiz trail with a quick stop at the fish & chip shop to buy a bag of chips.

At the Green Beret challenge weekend we entered teams with Scouts from both Troops. The competition was held at Phasels Wood Activity Centre near Watford and the weather was quite kind, but was very wet underfoot. One of our teams made it into the top 30, considering there were over 150 teams altogether, that's a good achievement.

Mid-November saw us turn our attention to the annual Cooking Competition which ties in with the cooking section of the World Challenge badge. This year we had William the District Commissioner, plus the Sawbridgeworth Mayor and Deputy Mayor, all wanting to come and judge the competitions.

As usual the judges had a hard job deciding the winners of each competition due to the excellent cooking and team work of all the Patrols.

The year concluded with a joint film night at the Bullfields centre and a Christmas party night on our last meeting of the term, with pizza and silly Christmas games, great fun was had by all.

Statement of the charity's Financial reserves and investment 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.

At the end of the year, income reserves amounted to £26,555.18 plus £35,408.18 in the Building Contingency fund.

Public Benefits Statement

1st Sawbridgeworth Scout Group is part of a national movement open to young people 6 - 14 and adults who are willing to make the Scout promise. People in deprived circumstances are able to benefit from our programme, and accessing our benefits is not constrained by a members ability to pay a subscription.

Declaration

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

Signed on behalf of the charity's trustees

Signature		
Full name	Peter Richardson	Timothy Bill
Position	Chairman	Treasurer
Date	12-6-24	12/6/24

D Receipts and Payments Accounts

CC16a

For the period from (start date) 01.01.23 to (end date) 31.12.23

(A1) Receipts

Budget 2023		Unrestricted Funds 2023	Unrestricted Funds 2022
	MEMBERS SUBSCRIPTIONS		
13,600	Subs from Sections	11,935.52	17,113.06
0	Less Levy Paid	0.00	0.00
<u>13,600</u>		<u>11,935.52</u>	<u>17,113.06</u>
	INVESTMENT INCOME RECEIVED		
0	Go Cardless Fees	0.00	0.00
7,800	Hall Rent	8,200.00	8,340.00
<u>7,800</u>		<u>8,200.00</u>	<u>8,340.00</u>
	DONATIONS / GRANTS		
0	Donations	0.00	0.00
0	Discount on Levy	0.00	0.00
3,400	Gift Aid	0.00	0.00
<u>3,400</u>		<u>0.00</u>	<u>0.00</u>
	ACTIVITIES		
0	Group Activities	6,489.25	9,489.67
<u>0</u>		<u>6,489.25</u>	<u>9,489.67</u>
	FUND RAISING (gross)		
0	Fund Raising	2,363.15	943.60
<u>0</u>		<u>2,363.15</u>	<u>943.60</u>
	OTHER INCOME		
0	Miscellaneous	333.91	10.35
<u>0</u>		<u>333.91</u>	<u>10.35</u>
	SUNDRY RECEIPTS		
0	Miscellaneous	0.00	0.00
0	Transfer of funds	0.00	0.00
<u>0</u>		<u>0.00</u>	<u>0.00</u>
<u>24,800</u>	TOTAL RECEIPTS FOR THE YEAR	<u>29,321.83</u>	<u>35,896.68</u>

Receipts and Payments Accounts

CC16a

For the period from (start date) 01.01.23 to (end date) 31.12.23

(A2) Payments

Budget 2023		Unrestricted Funds 2023	Unrestricted Funds 2022
	PREMISES		
6,300	Electricity	3,759.35	2,785.63
1,000	Insurance	1,113.16	1,060.73
2,000	Building Repairs/Maint	3,422.88	7,742.88
150	Water	118.22	169.67
<u>9,450</u>		<u>8,413.61</u>	<u>11,758.91</u>
	DONATIONS / GRANTS		
0	Donations	0.00	0.00
<u>0</u>		<u>0.00</u>	<u>0.00</u>
	ACTIVITIES		
4,000	Group Activities	12,276.17	13,958.50
0	Loan Repayment	0.00	0.00
250	Training	0.00	0.00
<u>4,250</u>		<u>12,276.17</u>	<u>13,958.50</u>
	FUND RAISING EXPENSES		
200	Fund Raising	30.00	20.00
<u>200</u>		<u>30.00</u>	<u>20.00</u>
	ADMINISTRATION / ESTABLISHMENT EXPENSES		
581	Administration	298.00	753.76
0	Cleaning	0.00	0.00
450	Lease	450.00	450.00
9,300	Annual Levy	9,632.00	8,232.00
<u>10,331</u>		<u>10,380.00</u>	<u>9,435.76</u>
	PURCHASE OF CAPITAL EQUIPMENT		
6,000	New Equipment	2,607.14	6,046.77
0	New Build	0.00	0.00
<u>6,000</u>		<u>2,607.14</u>	<u>6,046.77</u>
	SUNDRY PAYMENTS		
2,000	Badges	1,759.25	1,653.96
0	Miscellaneous Expenditure	324.80	123.50
5,000	Contingencies	0.00	0.00
<u>7,000</u>		<u>2,084.05</u>	<u>1,777.46</u>
<u>37,231</u>	TOTAL PAYMENTS FOR THE YEAR	<u>35,790.97</u>	<u>42,997.40</u>

Receipts and Payments Accounts

CC16a

For the period from (start date) 01.01.23 to (end date) 31.12.23

Receipts and Payments summary

	Unrestricted Funds 2023	Unrestricted Funds 2022
TOTAL RECEIPTS FOR THE YEAR	29,321.83	35,896.68
TOTAL PAYMENTS FOR THE YEAR	<u>35,790.97</u>	<u>42,997.40</u>
NET RECEIPTS FOR THE YEAR	-6,469.14	-7,100.72
CASH, BANK & SIMILAR FUNDS LAST YEAR END	<u>68,247.90</u>	<u>75,348.62</u>
CASH, BANK & SIMILAR FUNDS THIS YEAR END	61,778.76	68,247.90

Receipts and Payments Accounts

CC16a

For the period from (start date) 01.01.23 to (end date) 31.12.23

(B) Statement of Assets and Liabilities at the end of the period

	2023	2022
B1 CASH FUNDS		
Cash in Hand / Floats	0.00	0.00
Treasurer's A/C	61,778.76	68,247.90
Business A/C	0.00	0.00
Scout Association Short Term Investment Service	0.00	0.00
	<u>61,778.76</u>	<u>68,247.90</u>
B2 OTHER MONETARY ASSETS		
n/a	0.00	0.00
	<u>0.00</u>	<u>0.00</u>
B3 INVESTMENT ASSETS		
n/a	0.00	0.00
	<u>0.00</u>	<u>0.00</u>
B4 ASSETS RETAINED FOR CHARITY'S OWN USE		
Motor vehicles	0.00	0.00
Scouting equipment, furniture, etc.	19,410.89	18,960.52
	<u>19,410.89</u>	<u>18,960.52</u>
TOTAL ASSETS	<u>81,189.65</u>	<u>87,208.42</u>
B5 LIABILITIES		
n/a	0.00	0.00
	<u>0.00</u>	<u>0.00</u>
TOTAL LIABILITIES	<u>0.00</u>	<u>0.00</u>

The above receipts and payments account and statement of assets and liabilities were approved by the Trustees at the meeting of the 1st Sawbridgeworth Group Executive on xxxx 2020 and signed on their behalf by:

Trustee and position

Peter Richardson - Chairperson
Nick Jones - Group Scout Leader

Signature




Date

12-6-24
12/6/24

Independent Examiner's Report to the Trustees of the
1st Sawbridgeworth Scout Group
(Registered Charity No 302582)

I report on the accounts of the 1st Sawbridgeworth Scout Group ('the charity') for the year ended 31st December 2023, which comprise the Receipts and Payments Account, the Balance Sheet and related notes. This report is made solely to the Trustees in accordance with Section 145 of the Charities Act 2011. My work has been undertaken so that I might state to the charity's Trustees those matters I am required to state to them in an Independent Examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the charity and the charity's Trustees for my examination work.

Respective responsibilities of Trustees and Examiner

As the charity's Trustees you are responsible for the preparation of the accounts; you consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

- ◆ examine the accounts (under Section 145 of the Charities Act);
- ◆ to follow the procedures laid down in the General Directions given by the Charity Commission (under Section 145(5)(b) of the Charities Act); and
- ◆ to state whether particular matters have come to my attention.

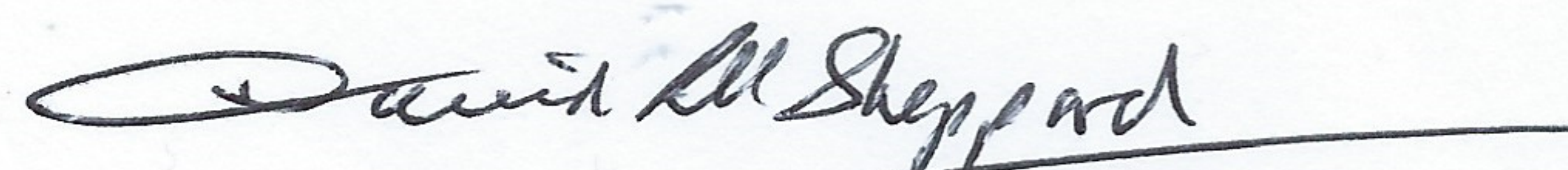
Basis of Independent Examiner's report

My examination was carried out in accordance with the General Directions given by the Charity Commission. That examination includes a review of the accounting records kept by the charity and a comparison of the accounts with those records. It also includes considering any unusual items or disclosures in the accounts and seeking explanations from you as Trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

Independent Examiner's statement

In connection with my examination, no matter has come to my attention:

1. which gives me reasonable cause to believe that in any material respect the requirements
 - to keep accounting records in accordance with Section 130 of the Charities Act; and
 - to prepare accounts which accord with the accounting records and comply with the requirements of the Acthave not been met; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



D L A Sheppard BA (Hons), FCA
21 Avenue Road
Bishop's Stortford
Hertfordshire
CM23 5NT
10th June 2024