

Trustees' Annual Report

For the period

From (start date)

0	1	0	4	2	3
---	---	---	---	---	---

to end date

3	1	0	3	2	4
---	---	---	---	---	---

Section A

Reference and administration details

Charity name

3rd Ware Scout Group

Other names the charity is known by

Registered charity number (if any)

3 0 2 5 9 1

HQ registration number

1 0 0 1 0 1 0 3

Charity's principal address

Broadmeads

Ware

Hertfordshire

Postcode

S

G

1

2

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	Keith Jennings	Chair	
2	Peter Botevyle	Treasurer	
3	Matthew Reason	Group Scout Leader	
4	Andy Halpin		
5	Rachel Swatton		
6	Duncan Stevenson		
7			
8			
9	Daniel O'Neill		
10	Linda O'Neill		
11	Sarah Laverick		
12	Tomas Svetlik		
13	Jeremy Pick		
14	David Lee		
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

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	<p>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 when required.</p> <p>Members of the Executive Committee complete '<i>Essential Information for Executive Committee</i>' training within the first 5 months of joining the committee.</p> <p>This Group Executive Committee exists to support the Group Scout Leader in meeting the responsibilities of the appointments and is responsible for:</p> <ul style="list-style-type: none">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 (Part 1)

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 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.

Risk and Internal Control (Part 2)

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

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.

Summary of the main activities in relation to these objects

The charity provides weekly and ad-hoc activities for young people from ages 4 - 14

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.

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 charity provided activities to advance citizenship for 80 young people

Section E**Financial Review**

Brief statement of the charity's policy on

Reserves Policy

The Group's policy on reserves is to hold sufficient

The Group held reserves of approximately £X against this at year end. This is above the level required for operating expenses. However, this can be explained as the Group intends to embark upon an extensive building programme in the near future.

Quantify and explain any designations

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

None

Further financial review details (optional information)

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

- the charity's principal sources of funds
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives;

Investment Policy

The Group's Income and Expenditure is very small and as a

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.

Section F

Other Optional Information

Plans for future periods (details of any

Major construction works planned during the next year using


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)

Keith Jennings

Matthew Reason

Position (eg Secretary, Chair)

Chair

Group Scout Leader

Date

2 6 0 9 2 4

3rd Ware Scout Group (302591) Receipts and Payments Account

Year start date

Year end date

For the year from	01-Apr-23	To	31-Mar-24
-------------------	-----------	----	-----------

Receipts and payments

	31st March 2024				2023
	Unrestricted funds £	Restricted funds £	Endowment funds £	Total funds £	Total funds £
Receipts					
Donations, legacies and similar income					
Membership subscriptions	14,681			14,681	13,265
Donations	400			400	600
Camp and Camp activities	12,332			12,332	8,185
Gift Aid	3,099			3,099	-
Other similar income - County Lottery & cont to trip	163			163	89
Cash Receipts - part Exp				-	-
Sub total	30,675	-	-	30,675	22,139
Grants					
Maintenence grant	-	-	-	-	-
Other grants -EHDC	-	-	-	-	3,306
Sub total	-	-	-	-	3,306
Fundraising events (gross)					
Uniform Sales	296	-	-	296	194
Detail 2	-	-	-	-	-
Detail 3	-	-	-	-	-
Other fundraising activities	1,412	-	-	1,412	426
Sub total	1,708	-	-	1,708	620
Scout hut income					
Hire of building	1,342	-	-	1,342	963
Hire of equipment	-	-	-	-	-
Other Scout hut income	-	-	-	-	-
Sub total	1,342	-	-	1,342	963
Investment income					
Bank interest	562	-	-	562	30
Building Society interest		-	-	-	-
The Scout Association Short Term Investment Service		-	-	-	40
Other investment income M&G	173	-	-	173	324
Sub total	734	-	-	734	394
Total Gross Income	34,459	-	-	34,459	27,422
Asset and investment sales, etc.	-	-	-	-	-
Total receipts	34,459	-	-	34,459	27,422

3rd Ware Scout Group (302591) Receipts and Payments Account

Year start date

Year end date

For the year from	01-Apr-23	To	31-Mar-24
-------------------	-----------	----	-----------

Receipts and payments

	Unrestricted funds £	Restricted funds £	Endowment funds £	Total funds £	2023 Total funds £
Payments					
Charitable Payments					
Membership subscriptions paid on (National/County/Area/District)	7,375		-	7,375	5,832
Youth programme and activities	5,609		-	5,609	7,267
Refund of subs	53			53	-
Adult support and training	-		-	-	-
Rent Rates Refuse	4,661		-	4,661	428
Water and Sewerage	454		-	454	334
Electricity and Gas	1,074		-	1,074	2,152
Insurance	2,954		-	2,954	2,659
Repairs and Renewals	673		-	673	1,559
Materials and equipment	3,244		-	3,244	762
Printing and photocopying	-		-	-	-
Contribution to camp costs	8,378		-	8,378	6,479
Uniforms	63		-	63	89
AGM and trustee expenses - Admin	1,338		-	1,338	1,215
Badges & Scarves	1,722		-	1,722	1,121
Cleaning	528		-	528	567
Broadband	274		-	274	239
Sub total	38,400	-	-	38,400	30,703
Fundraising & other expenses					
	-	-	-	-	-
Donations	-	-	-	-	25
Hall refund deposit	25	-	-	25	-
Other fundraising costs	48	-	-	48	40
Sub total	73	-	-	73	65
Total Gross Expenditure	38,473	-	-	38,473	30,768
Asset and investment	-	-	-	-	-
Total payments	38,473	-	-	38,473	30,768
Net of receipts/(payments)	- 4,014	-	-	- 4,014	- 3,346
Transfers between funds	-	-	-	-	-
Cash funds last year end	71,177	-	-	71,177	74,523
Cash funds this year end	67,163	-	-	67,163	71,177

3rd Ware Scout Group (302591) Receipts and Payments Account

Year start date

Year end date

For the year from	01-Apr-23	To	31-Mar-24
-------------------	-----------	----	-----------

Statement of assets and liabilities at the end of the year

	31st March 2024				2022
	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Total funds
	£	£	£	£	£
Cash funds					
Bank current account	4,292	-	-	4,292	19,507
Bank deposit account	28,647	-	-	28,647	13,639
Bank Camp account	34,224	-	-	34,224	23,586
The Scout Association Short Term Investment Service	-	-	-	-	14,445
Cash/Floats	-	-	-	-	-
Total cash funds	67,163	-	-	67,163	71,177
(agree balances with receipts and payments a/c)	ok	ok	ok	ok	ok
Other monetary assets					
Tax claim	-	-	-	-	-
Debts due from the County/Area/District/Group	-	-	-	-	-
Insurance claim	-	-	-	-	-
Sub total	-	-	-	-	-
Investment assets					
Investment property - detail	-	-	-	-	-
Quoted investments	98,359	-	-	98,359	94,474
Other investments - detail	-	-	-	-	-
Sub total	98,359	-	-	98,359	94,474
Non monetary assets for charity's own use					
Badge stock	-	-	-	-	-
Shop stock	-	-	-	-	-
Other stock	-	-	-	-	-
Land and buildings	286,755	-	-	286,755	251,623
Motor vehicles	5,159	-	-	5,159	4,500
Scouting equipment, furniture etc	30,000	-	-	30,000	6,820
Contents	28,990	-	-	28,990	25,289
Sub total	350,904	-	-	350,904	288,232
Liabilities					
Accounts not yet paid	-	-	-	-	-
Expenses incurred but not invoiced	-	-	-	-	-
Subscriptions not yet paid	-	-	-	-	-
Loan - detail	-	-	-	-	-
Other liabilities	-	-	-	-	-
Sub total	-	-	-	-	-
Total net assets	516,426	-	-	516,426	453,883

The above receipts and payments account and statement of assets and liabilities were approved by the Trustees on Xth X 200X (the date of the Executive Committee meeting that approved the accounts) and signed on their behalf by

Signature	Print Name
	Chair
	Treasurer

Independent examiner's report to the trustees of 3rd Ware Scouts

I report to the trustees on my examination of the accounts of the 3rd Ware Scouts for the year ended 31st March 2024.

Responsibilities and basis of report

As the charity trustees of 3rd Ware Scouts, 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 3rd Ware Scouts 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 3rd Ware Scouts 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: Geoffrey Addy

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

Address: 34 Furlong Way, Great Amwell, Ware SG12 9TF.

Date: 5th November 2024