

Trustees' Annual Report

For the period

From (start date)

0

1

0

1

2

4

to end date

3

1

1

2

2

4

Section A

Reference and administration details

Charity name

Batchworth Sea Scouts

Other names the charity is known by

N/A

Registered charity number (if any)

3

0

2

6

2

1

HQ registration number

Charity's principal address

Riverside Drive

Rickmansworth

Hertfordshire

Postcode

W

D

3

1

F

S

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	Richard Patterson	Chairman	
2	Julie Parker	Treasurer	
3	Lucy Putman	Secretary	
4	Michael Read		
5	Quentin Webb		
6	Ben Taunt		
7	Keith Wall		
8	Adam Jory		
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
Independant Financial Auditor	Helen Gunn	

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 Trustee Board, 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 Trustee Board consists of the Chair, Treasurer and 6 Trustees (including 2 Ex Officio Trustees, and 2 co-opted Trustees) and meets every 3 months.</p> <p>Members of the Trustee Board complete Being a Scouts Trustee learning within the first 6 months of joining the Board.</p> <p>This Group Trustee Board exists to make sure the charity is well-managed, risks are assessed and mitigated, buildings and equipment are in good working order, and everyone follows legal requirements and the organisation's policies and rules. Their support helps other volunteers run high-quality and safe programmes that gives young people skills for life.</p>

Section B		Structure, governance and management (continued)
		Risk and Internal Control
		The Group Trustee Board has identified the major risks to which they believe the Group is exposed, these have been reviewed

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 Board 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.

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.

* - note we currently do not have a Squirrels section and therefore do not offer young people under 6 a place in the Group.

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

Every section in the group ran camps and nights away events ensuring that every young person had the opportunity to take part in the nights away camping which are a hallmark of Scouting. Highlights included a SCUBA diving trip to Malta for some scouts and explorers, and first place in the Swimming Gala for Royal Navy Recognised Sea Scout Groups at HMS Raleigh, our best place ever. Our teams of water activity leaders remain strong and pretty much everyone had the opportunity to go kayaking, canoeing, sailing, stand up paddleboarding and much more.

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.

We have a strong leadership team and we have increased the numbers of leaders with Authorisations to run adventurous activities. In particular we have focused on ensuring that we have leaders able to run water activities locally in the face of tighter controls on who can lead activities on local waters. As mentioned above, we have for the second successive year seen a small fall in the numbers of young people in our sections. Our waiting lists are still full and the reason for the fall is that sections are still having to constrain the numbers of young people joining so that we can continue to deliver a high-quality programme with a reduced number of leaders. This coming year will see a focus on growing the teams of adult volunteers so that as many young people as possible can experience Scouting at Batchworth.

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	<p>2024 was a busy and successful year for Batchworth Sea Scouts. Every section has had an exciting and engaging programme for their young people. Although our numbers in the youth sections are slightly down, we have been able to recruit some new leaders and we are optimistic that numbers will increase during 2025. I would like to thank all those leaders and helpers whose energy and commitment helped us to have such a successful year.</p> <p>Every section in the group ran camps and nights away events ensuring that every young person had the opportunity to take part in the nights away camping which are a hallmark of Scouting. Our teams of water activity leaders remain strong and pretty much everyone had the opportunity to go kayaking, canoeing, sailing, stand up paddleboarding and much more.</p>
---	---

Section E	Financial Review
-----------	------------------

Brief statement of the charity’s policy on reserves	<p>Reserves Policy</p> <p>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 Trustee Board considers that the group should hold a sum equivalent to 12 months running costs, circa £30,000.</p>
Quantify and explain any designations	<p>The Group held reserves of approximately £100,000 against this at year end. This is above the level for operating expenses.</p>
Details of any funds materially in deficit (circumstances plus steps to eliminate)	<p>None</p>

Further financial review details (optional information)

You may choose to include additional information, where relevant, about:	Investment Policy
---	--------------------------

<ul style="list-style-type: none"> the charity's principal sources of funds (including any fundraising); 	<p>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.</p>
<ul style="list-style-type: none"> how expenditure has supported the key objectives of the charity; 	<p>The Group Trustee Board 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 Trustee Board considers the cash flow requirements.</p>
<ul style="list-style-type: none"> investment policy and objectives; 	


Section F	Other Optional Information
-----------	----------------------------

Plans for future periods (details of any significant activities planned to achieve them)	<p>We have a much more flexible approach to volunteering and training of its adult volunteers. Rather than signing up for a fixed role, new volunteers are encouraged to join a team of volunteers and find tasks and responsibilities which match their available time, skills and interests. Training beyond the basic will be because volunteers want the knowledge and skills rather than having it thrust on them.</p>
--	---

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)	Richard Patterson	
Position (eg Secretary, Chair)	Chairman of Trustee Board	
Date	<div> <div>0</div> <div>1</div> <div>0</div> <div>6</div> <div>2</div> <div>5</div> </div>	

|

|

|

|

|

|

|

|



.

|

|

|

|

|

|

|

|

|

|

Batchworth Sea Scouts (Charity no.302621)

Receipts and payments account

Year start date

Year end date

For the year from	01/01/2024	To	31/12/2024
-------------------	------------	----	------------

Receipts and payments

	2024	2024
	Unrestricted funds	Restricted funds
	£	£
Receipts		
Donations, legacies and similar income		
Membership subscriptions	21,314	-
Donations	4,000	1,000
District Subscriptions (Bograts Explorers)	805	-
Gift Aid	2,920	-
Quiz night		-
Sub total	29,039	1,000
Grants		
Maintenance grant	-	-
Other grants	-	-
Sub total	-	-
Fundraising events (gross)		
Jumble Sales	9,743	-
Uniform	674	-
Online fundraising (Easyfundraising, Amazon)	199	-
Canal Festival	14,786	-
Santa Sleigh	3,604	-
Pantomime	1,615	-
Scout, cub, beaver & group activities	19,937	-
Sub total	50,559	-
Scout hut income		
Hire of building	-	-
Hire of equipment	-	-
Other	-	-
Sub total	-	-
Investment income		
Bank interest	3,119	-
Building Society interest	-	-
The Scout Association Short Term Investment Service	-	-
Rental of carpark	8,864	5,616
Sub total	11,983	5,616
Total Gross Income	91,581	6,616
Asset and investment sales, etc.	-	-
Total receipts	91,581	6,616

Batchworth Sea Scouts (Charity no.302621)

Receipts and payments account

Year start date

Year end date

For the year from	01/01/2024	To	31/12/2024
-------------------	------------	----	------------

Receipts and payments

	2024	2024
	Unrestricted funds	Restricted funds
	£	£
Payments		
Charitable Payments		
Membership subscriptions paid on (National/County/Area/District)	9,111	-
Scout, cub, beaver & group activities	29,858	20
Boat repairs and maintenance	145	-

Equipment and supplies	4,349	-
Rates	733	-
Water and Sewerage	185	-
Electricity and Gas	967	-
Insurance	7,611	-
Building repairs and maintenance	816	-
First aid supplies, stationery, postage	396	-
Badges and uniform	3,762	-
Adult support and training	551	-
Minibus expenses	1,506	-
IT subscriptions	664	-
Bank fees (SumUp, GoCardless)	515	-
Consultants	4,368	-
Broadband	564	-
Sub total	66,099	20
Fundraising expenses		
Jumble Sales	626	-
Santa Sleigh	-	-
Pantomime	1,440	-
Canal Festival	5,811	-
Sub total	7,877	-
Total Gross Expenditure	73,976	20
Asset and investment purchases, etc.	24,400	
Total payments	98,376	20
Net of receipts/(payments)	- 6,795	6,596
Cash funds last year end	216,355	
Cash funds this year end	209,561	6,596

Batchworth Sea Scouts (Charity no.302621)

Receipts and payments account

	Year start date		Year end date
For the year from	01/01/2024	To	31/12/2024

Statement of assets and liabilities at the end of the year

	2024 Unrestricted funds £	2024 Restricted funds £
Cash funds		
Bank current account	117	6,596
Bank deposit account	205,155	-
NS&I savings	4,290	-
	-	-
Total cash funds	209,561	6,596
(agree balances with receipts and payments account) 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	-	-
Other investments - detail	-	-
Sub total	-	-
Non monetary assets for charity's own use		
Badge stock	-	-
Shop stock	-	-
Other stock	-	-
Land and buildings	35,000	-
Motor vehicles	-	-
Scouting equipment, furniture etc	-	-
Other - Gate & Doors	24,400	-
Sub total	59,400	-
Liabilities		
Accounts not yet paid	-	-
Expenses incurred but not invoiced	-	-
Subscriptions not yet paid	-	-
Loan - detail	-	-
Other liabilities	-	-
Sub total	-	-

Total net assets	268,961	6,596
------------------	---------	-------

Still to be provided