

# 24TH MEDWAY (BORSTAL) SCOUT GROUP

England & Wales · Charity number 303430

## Details

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**Status** Registered

**Legal form** Trust

**Registered** 1972-08-23

**Register** [View on the Charity Commission register](#)

## Contact

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**Address** 63 The Avenue  
Aylesford  
Kent  
ME20 7LQ

**Phone** 07799135930

**Email** [gsl@borstalscouts.org.uk](mailto:gsl@borstalscouts.org.uk)

**Website** [www.borstalscouts.org.uk](http://www.borstalscouts.org.uk)

## Activities

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**Objects:** UNIT OF THE SCOUT ASSOCIATION

**Activities:** Scouting and training of you people.

## Classification

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- **How:** Provides Buildings/facilities/open Space
- **What:** Education/training
- **Who:** Children/young People

## Geography

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- **Area of benefit:** BORSTAL
- Medway

## Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£16,587	£18,103	-	-
2024-03-31	£33,983	£25,446	-	-
2023-03-31	£23,698	£35,507	-	-
2022-03-31	£26,301	£17,805	-	-
2021-03-31	£27,978	£9,853	-	-

## Trustees

Name	Role	Appointed
<b>MICHAEL GEORGE CLARK</b>	Chair	
Adrian Porter		2024-01-14
Brian Stroud		2024-01-14
Clive Edward Richardson		2018-09-30
Emily Hill		2024-01-14
GRAEME PRYKE		2017-03-31
Karen Scott		2024-10-13
Mark Adams		2024-01-14
Pauline Clark		2024-01-14
Sam Richardson		2024-01-14

**24TH MEDWAY (BORSTAL) SCOUT GROUP**

England & Wales - Charity number 303430

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# Accounts

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2023 to 2024



Prepared by The Trustee Board

24th Medway (Borstal) Scout Group Registered  
Charity No: 303430

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Chairman's Report

## **Section Reports**

Squirrels

Beavers

Cubs

Scouts

Explorers

Group Lead Volunteer (GLV) Report

## 24<sup>th</sup> MEDWAY (BORSTAL) GROUP SCOUT COUNCIL

### Annual General Meeting

13/10/2024

Scout Hut

### AGENDA

- 1. Introductions and welcome**
- 2. Apologies for absence**
- 3. Governance topics**
  - a. Approve the minutes of the Annual General Meeting held on 01/10/2024
  - b. Adopt the model constitution from Policy, Organisation and Rules (POR)
  - c. Note the Group's financial year
  - d. Approve appointed and community members of the Group Scout Council
  - e. Agree the number of members that may be appointed to the Trustee Board
  - f. Agree the quorum for future meetings of the Group Scout Council (excluding this AGM)
- 4. Review of the previous year**
  - a. The Group Lead Volunteer's review of Scouts in Borstal
  - b. Receive and consider the Annual Report of the Group Trustee Board, including the annual Statement of the Accounts
- 5. Making appointments**
  - a. Appoint the Group Chair, following recommendation from the open selection process initiated by the Group Trustee Board
  - b. Appoint the Group Treasurer, following recommendation from the open selection process initiated by the District Trustee Board
  - c. Appoint members of the Group Trustee Board, following recommendations from the open selection process initiated by the District Trustee Board
  - d. Appoint the Independent Examiner
- 6. Closing remarks**
- 7. Comments/Statement from District Lead Volunteer – David Knight**

**24<sup>th</sup> Borstal Scout Group Annual General Meeting  
14<sup>th</sup> January 2024  
Scout Hall, Warwick Crescent, Borstal, ME1 3LE**

**MINUTES**

**Welcome & Introductions:**

Welcome by GP – explained that AGM later than usual in the year, owing to changes within the Executive Committee and finalising the accounts after departure of the interim treasurer.

MC Formally opened the AGM and thanked GP for producing and circulating the AGM pack.

MC also noted that although not covered in the period 2022/23, we are currently in our centenary year and you will see various celebrations and commemorations in the coming months.

**In Attendance:**

Emily Hill – Secretary of Executive Committee/Parent

Lily Cooper - Parent

Mark Adams - Member of Executive Committee

Estelle Adams – Jumble committee

Amanda Dean – Beaver Leader

Benjamin Walker-Pemble - Leader

Daniel Packman – Member of Executive Committee /Parent

Jessica Packman – Beaver Leader/Parent

Jodie Elwin – Beaver Leader/Parent

Mark Fitchet – Cub Leader/Parent

Mark Ingham – Assistant Scout Leader

Adrian Porter - Member of Executive Committee

Ian Leicester - Member of Executive Committee

Pauline Clark – Member of Executive Committee  
Clive Richardson - Member of Executive Committee  
Samantha Richardson – Squirrel Leader  
Sam Richardson - Explorer Section Leader  
Steve Crooks – Assistant Cub Leader  
Michael Clark – Chair of Executive Committee  
Graeme Pryke – Group Scout Leader  
Brian Stroud - Member of Executive Committee  
Karen Scott

**Apologies:**

David Knight – District Commissioner  
Maurice Coombs – Retiring Member of the Executive Committee.  
Bev Pryke – Cubs Leader

**Minutes of Previous Meeting 2021-22 (Held 25/09/22):**

Agreed that the minutes represent an accurate record of proceedings.

**Annual Reports:**

Section and Group reports were circulated prior to the meeting and available at the meeting for those not on the Executive Committee. The reports were accepted unanimously as an accurate portrait of the previous years' activity.

**Presentation of Annual Reports and Accounts:**

Financial reporting has been circulated prior to the meeting via the Accounts in the AGM pack.  
The accounts have been independently scrutinised by Nicholas Mackett.

Agreed by Clive Richardson, seconded by Steve Crooks.

## **GSL's Nominations for Chair and Group Executive Committee:**

GP reported that in line with changes to the Charities Commission, Scouting will be making changes to the current system of Executive Committee, whereby the Executive Committee will no longer act as Trustee's for the charity and there will be a separate Trustee Board to look after governance activities. Unfortunately, the finer details of these changes are yet to be delivered, so for the current year, we will operate the Executive committee as previously done.

Chair – Michael Clark, proposed by Ian Leicester, seconded by Sam Richardson.

Treasurer – Beckie Thomas, proposed by Graeme Pryke, seconded by Emily Hill.

Secretary – Emily Hill, proposed by Ian Leicester, seconded by Sam Richardson  
Executive Committee – Mark Adams, Adrian Porter, Brian Stroud, Clive Richardson, Pauline Clark, Daniel Packman, proposed by Ian Leicester, seconded by Mark Ingham.

Section Leaders are also represented at Committee level (Although this can be in an Exeat capacity). Agreed going forward that Amanda Dean will attend on behalf Beavers and Sam Richardson/Samantha Richardson will need to alternate attendance to represent Explorers and Squirrels respectively.

### **Appointing Independent Examiner:**

Nicholas Mackett, who has acted as scrutineer for us in previous years, has again independently examined our accounts.

Agreed by Pauline Clark, seconded by Ian Leicester.

## **Any Other Business:**

-GP extended his thanks and appreciation to Maurice Coombs, who stands down as a Committee Member. With Outstanding experience and knowledge, he has been a valuable asset to Borstal 24<sup>th</sup> over his long career with the group.

-MC extended his thanks and appreciation to Ian Leicester, who stands down as a committee Member. Also particular thanks for Ian agreeing to continue with the invaluable assistance maintaining the hut and grounds.

-David Knight – District Commissioner, sent apologies, but did send the following message:

*'Apologies for not being with you and your group today Graeme. I just wanted to say that your dedication and commitments to the 24<sup>th</sup> has been inspirational.*

*The group continues to flourish and that achievement means so much more when you consider the history. You stepped up to look after the group just after another brilliant leader moved away. Easy to reinvigorate a failing group but to keep a successful group flying is another challenge. And it's a challenge that you comprehensively met head on and won.*

*I know you have a committed team behind you. No one can be successfully in scouting without a good team. That they are there with you still is also a credit. So many thanks to them, too often unsung hero's.*

*I also understand that Maurice is stepping back after such a long time helping. Such men are not easy to replace but one thing is also certain, the legacy he leaves behind will also go with him and hopefully continue to nurture him.*

*I hope the Sunday stroll (2 hours!!) was wonderful. I am sure it was. Congratulations on another successful year. Onwards and Upwards.'*

-Michael Clark – extended his thanks and formally closed the meeting.

# Trustees' Annual Report

For the period

From (start date) 

0	1	0	4	2	3
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 to end date 

3	1	0	3	2	4
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**Section A Reference and administration details**

Charity name	<b>24th Medway (Borstal) Scout Group</b>															
Other names the charity is known by																
Registered charity number (if any)	<table border="1" style="display: inline-table; border-collapse: collapse;"><tr><td>3</td><td>0</td><td>3</td><td>4</td><td>2</td><td>0</td></tr></table>	3	0	3	4	2	0									
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Charity's principal address	<table style="width: 100%; border-collapse: collapse;"> <tr><td colspan="2"><b>36 Ballens Road</b></td></tr> <tr><td colspan="2"><b>Lords Wood</b></td></tr> <tr><td colspan="2"><b>Chatham</b></td></tr> <tr> <td style="width: 20%;"><b>Kent</b></td> <td> <table border="1" style="display: inline-table; border-collapse: collapse;"> <tr> <td style="width: 10%;"><b>Postcode</b></td> <td><b>M</b></td> <td><b>E</b></td> <td><b>5</b></td> <td><b>8</b></td> <td><b>N</b></td> <td><b>X</b></td> </tr> </table> </td> </tr> </table>	<b>36 Ballens Road</b>		<b>Lords Wood</b>		<b>Chatham</b>		<b>Kent</b>	<table border="1" style="display: inline-table; border-collapse: collapse;"> <tr> <td style="width: 10%;"><b>Postcode</b></td> <td><b>M</b></td> <td><b>E</b></td> <td><b>5</b></td> <td><b>8</b></td> <td><b>N</b></td> <td><b>X</b></td> </tr> </table>	<b>Postcode</b>	<b>M</b>	<b>E</b>	<b>5</b>	<b>8</b>	<b>N</b>	<b>X</b>
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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	Michael George Clarke	Chair	
2	Clive Edward Richardson		
3	Graeme Pryke	Group Lead Volunteer	
4	Brian Stroud		
5	Adrian Porter		
6	Mark Adams		
7	Emily Hill		
8	Samuel Richardson		
9	Pauline Clark		
10	Daniel Packman		
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

**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

The Trustee Board consists of up to 12 independent representatives and will include; Chair, Treasurer and Group Lead Volunteer. Their role is to provide effective governance and leadership to the charity. The Trustee Board meets every 4 months in addition to the Annual General Meeting..

Members of the Trustee Board complete '*Trustee Introduction e-Learning*' training within the first 5 months of joining the committee in addition to the Scout Associations Safety and Safeguarding training modules, these are renewable at 3 years.

This Group Trustee Board exists to support the Group Lead Volunteer 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;

**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 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 4 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**

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
<p>Summary of the objects of the charity set out in its governing document</p>	<p><b>The Purpose of Scouting</b> Scouting exists to actively engage and support young people in their personal development, empowering them to make a positive contribution to society.</p> <p><b>The Values of Scouting</b> As Scouts we are guided by these values:  <b>Integrity</b> - We act with integrity; we are honest, trustworthy and loyal.  <b>Respect</b> - We have self-respect and respect for others.  <b>Care</b> - We support others and take care of the world in which we live.  <b>Belief</b> - We explore our faiths, beliefs and attitudes.  <b>Co-operation</b> - We make a positive difference; we co-operate with others and make friends.</p> <p><b>The Scout Method</b> 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.</p>
<p>Summary of the main activities in relation to these objects</p>	<p>Over the past year the group has met weekly during term times and delivered quality scouting to the young people of Borstal and surrounding villages. The group has grown in overall size by over 12% and continues to engage the local young people across all socio-economic areas. The young people have benefited from camping activities, days out and some exceptional skills development delivered and supported by an excellent team of leaders</p>
<p>Additional details of the objectives and activities (optional information but encouraged as best practice)</p> <p>You <b>may choose</b> to include further statements, where relevant, about:</p> <ul style="list-style-type: none"> <li>• policy on grantmaking;</li> <li>• contribution made by volunteers;</li> <li>• policy on investments.</li> </ul>	<div style="border: 1px solid black; height: 150px;"></div>
<p>Public benefit statement</p>	<p>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.</p>

**Section D****Achievements and performance**

Summary of the main achievements of the charity during the year

Over the past year the charity has continued its fundraising using jumble sales and by running the tea tent at the Shoreham Heavy Horse Show. We have maintained appropriate levels of insurance and ensured that all activities are carried out in a safe manner. The young people of the group all took great delight in holding a cardboard box sleep over to support the charity Porchlight and raised an incredible £3,500 to help the homeless in our community.

**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 Trustee Board considers that the group should hold a sum equivalent to 12 months running costs, circa £5,500.00

The Group held reserves of approximately £5,900.00 against this at year end. This is above the level required for operating expenses. However this can be explained by a savings plan to go towards the cost of a new boiler when it reaches the end of its usable life.

Quantify and explain any designations

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

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;
- investment policy and objectives;

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 Executive considers the cash flow requirements.

**Investment Policy**

The Group does not have sufficient funds to invest in longer term investments. The Group has therefore adopted a risk averse strategy to the investment of its funds. All funds are held in cash using only mainstream banks or building societies.

**Section F Other Optional Information**

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

**Section G Declaration**

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

Signed on behalf of the charity's trustees

Signature(s) **M Clark** **G Pryke**

Full name(s) **Michael George Clark** **Graeme Ralph Pryke**

Position (eg Secretary, Chair) **Chair** **G.S.L.**

Date **0 9 1 0 2 4**

# 24th Medway (Borstal) Scout Group (Charity no. 303430)

## Receipts and payments account

	Year start date		Year end date
For the year from	01/04/2023	To	31/03/2024

### Receipts and payments

	2023/24	2022/23
	Unrestricted funds	Unrestricted funds
	£	£
<b>Receipts</b>		
<b>Donations, legacies and similar income</b>		
Membership subscriptions paid on (National/County/Area/District)	11,592	10,469
Less Membership Subscriptions paid on (National/County/Area/District)	5,970	5,193
Net membership subscriptions retained	5,622	5,276
Donations & Scrap Metal	45	489
Legacies	-	-
Census Rebate	47	-
Gift Aid	10,956	-
Events for sections, Camps, Day trips, Visits etc.	9,683	11,483
<b>Sub total</b>	<b>26,353</b>	<b>17,248</b>
<b>Grants</b>		
Maintenence grant	-	-
Other grants	3,351	-
<b>Sub total</b>	<b>3,351</b>	<b>-</b>
<b>Fundraising events (gross)</b>		
Group Fees	-	-
Jumble Sales	1,434	-
Refreshment Tent	1,991	1,181
Other fundraising activities (Inc Jumbles)	649	5,267
<b>Sub total</b>	<b>4,074</b>	<b>6,448</b>
<b>Scout hut income</b>		
Hire of building	-	-
Hire of equipment	-	-
Other Scout hut income	205	-
<b>Sub total</b>	<b>205</b>	<b>-</b>
<b>Investment income</b>		
Bank interest	-	2
Building Society interest	-	-
The Scout Association Short Term Investment Service	-	-
Other investment income	-	-
<b>Sub total</b>	<b>-</b>	<b>2</b>
<b>Total Gross Income</b>	<b>33,983</b>	<b>23,698</b>
<b>Asset and investment sales, etc.</b>	-	-
<b>Total receipts</b>	<b>33,983</b>	<b>23,698</b>

# 24th Medway (Borstal) Scout Group (Charity no. 303430)

## Receipts and payments account

	Year start date	To	Year end date
For the year from	01/04/2023		31/03/2024

### Receipts and payments

	2023/24	2022/23
	Unrestricted funds	Unrestricted funds
	£	£
<b>Payments</b>		
<b>Charitable Payments</b>		
Membership subscriptions paid on (National/County/Area/District)	-	-
Youth programme and activities	12,712	12,125
Adult support and training	-	-
Rent	480	480
Hut Refurbishment	214	14,460
Gas, Electric, Water and Sewerage	2,759	2,104
Insurance	961	840
Repairs and Renewals	-	-
Materials and equipment	-	233
Printing and photocopying	-	-
Hut Maintenance	445	213
Uniforms, Badges, Neckers, Woggles	1,715	1,362
AGM and trustee expenses	-	-
HQ Cleaning	-	-
Bridge Fund Reimbursement to Cubs Section Equipment	-	-
Group Expenses	5,982	1,023
Alarm System	-	-
Bank Charges	-	-
Donation CSCF	-	536
Website	50	110
<b>Sub total</b>	<b>25,318</b>	<b>33,486</b>
<b>Fundraising expenses</b>		
Heavy Horse Show Expenses	-	1,612
Jumble Expenses	128	-
Jumble Sale Advert	-	37
Other fundraising costs	-	372
<b>Section Expenses</b>		
Beaver Running Expenses	-	-
Cubs Running Expenses	-	-
Scouts Running Expenses	-	-
Explorers Running Expenses	-	-
<b>Sub total</b>	<b>128</b>	<b>2,021</b>
<b>Total Gross Expenditure</b>	<b>25,446</b>	<b>35,507</b>
<b>Asset and investment purchases, etc.</b>	-	-
<b>Total payments</b>	<b>25,446</b>	<b>35,507</b>
<b>Net of receipts/(payments)</b>	<b>8,537</b>	<b>- 11,809</b>
<b>Cash funds last year end</b>	<b>33,162</b>	<b>44,971</b>
<b>Cash funds this year end</b>	<b>41,699</b>	<b>33,162</b>

# 24th Medway (Borstal) Scout Group (Charity no. 303430)

## Receipts and payments account

	Year start date		Year end date
For the year from	01/04/2023	To	31/03/2024

### Statement of assets and liabilities at the end of the year

	31st March 2024 Unrestricted funds	31st March 2023 Unrestricted funds
	£	£
<b>Cash funds</b>		
24th HSBC Current Account (Closed)	-	-
24th HSBC Deposit Account Closed)	-	-
24th Group Lloyds Account	32,044	25,390
24th Beavers Lloyds Account	1,899	622
24th Cubs Lloyds Account	3,970	1,959
24th Scouts Lloyds Account	2,226	4,001
24th Explorers Lloyds Account	526	616
Cash/Floats	1,034	574
<b>Total cash funds</b>	<b>41,699</b>	<b>33,162</b>
(agree balances with receipts and payments account) <span style="float: right;">ok</span>		
<b>Other monetary assets</b>		
Tax claim	-	-
Debts due from the County/Area/District/Group	-	-
Insurance claim	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>
<b>Investment assets</b>		
Investment property - detail	-	-
Quoted investments	-	-
Other investments - detail	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>
<b>Non monetary assets for charity's own use</b>		
Badge stock	-	-
Shop stock	-	-
Other stock	-	-
Land and buildings	-	-
Motor vehicles	-	-
Scouting equipment, furniture etc	-	-
Other	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>
<b>Liabilities</b>		
Accounts not yet paid	-	-
Expenses incurred but not invoiced	-	-
Subscriptions not yet paid	-	-
Loan - detail	-	-
Other liabilities	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>
<b>Total net assets</b>	<b>41,699</b>	<b>33,162</b>

The above receipts and payments account and statement of assets and liabilities were approved by the Trustees on 10th October 2024 and signed on their behalf by

Signature
M. Clark
G.Pryke

Print Name
Michael Clark - Chair
Graeme Pryke - Group Lead Volunteer

## Independent examiner's report to the trustees of 24<sup>th</sup> Medway (Borstal) Scout Group

I report to the trustees on my examination of the accounts of the 24<sup>th</sup> Medway (Borstal) Scout Group for the year ended 31<sup>st</sup> March 2024.

### Responsibilities and basis of report

As the charity trustees of the 24<sup>th</sup> Medway (Borstal) 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 24<sup>th</sup> Medway (Borstal) 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(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 24<sup>th</sup> Medway (Borstal) 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: *N. C. Mackett*

Name: *NICHOLAS MACKETT*

Relevant professional qualification or membership of professional bodies (if any): *PROFESSIONAL ACCOUNTANT*

Address: *184 SCOTNEY GARDENS, ST PETER'S STREET, MAIDSTONE, KENT*

Date: *7<sup>th</sup> October 2024*

## CHAIRMAN'S REPORT

I would like to thank the Committee and helpers in maintaining our cash stream with Jumble Sales, Tea Tent etc. Also Astra have installed a Clothes Bank where they pay us by weight for the items when cleared which makes it easier to dispose of unsold clothing etc. after a Jumble Sale.

A big thank you to Ian and others who have maintained the Hall and Grounds during the Year.

We have been looking for a Treasurer and thanks to Graeme and Adrian they have set up a new accounting system. Fortunately for the current year we have found one.

I thank the present Committee for agreeing to continue under the new reforms. The GSL and his team of leaders who have given the Group excellent Scouting throughout the year. T

This year in August the Group celebrated 100 years of Scouting in Borstal. We were joined by a large number of old Borstal Scouters, The Mayor of Medway, some old friends of the 24<sup>th</sup> and some of our current Group members and leaders, it was a great event.

We still need new Committee/Trustees to continue to take the group forward, please, if you are interested you are welcome to come along to one of our meetings.

*Michael*



## Squirrels Report

Squirrels started in April 2023 with 10 Squirrels. A year later, we have successfully built up to full capacity of 20 and had a waiting list. We have capped numbers currently at 20 as this works well for us. Once Squirrels move up to Beavers we have filled their space with a child from the waiting list.

We started out with a leadership team of 3. With a leader dropping out in December we still managed to end the year with 4 leaders, including a parent, Stephen, and we managed to get Sophie (also an Explorer Leader) onboard. We also have Emily, another parent, who has completed the DBS process and has completed her "Getting Started" Training modules to join us on the leadership team.

The Squirrels have had a varied programme. Weeks are either working towards a badge or link to special dates; such as celebrating St Georges, Coronation, Halloween, Guy Fawkes, Remembrance, Diwali, St Patricks Day, Easter.

The Squirrels have achieved badges: Hike, Air Activities 1, Be Active, Go Wild, Chef, Get Creative, Let it Grow, Exciting Experiments, Builder, Local Superhero, Let's Celebrate, Musician 1, Story Time, Feel Good, First Aid 1. This has allowed them to gain a range of skills such as, fire lighting, cooking, problem solving, crafting. Most sessions, we try and play a game and read a story, that links to the night's theme.

We have also had trips out to Buckmore, Fenn Bell zoo and Bouldering at Lower Grange Farm. We also had RDJ Reptiles in, who were great with the children and the Squirrels love holding snakes and lizards! We will look at getting them in again in the future.



## Beavers Report

During the report period of April 2023 - March 2024 attendance remained high with a small but consistent leadership team.

Beavers were able to enjoy taking part in calendar favourites for Halloween, Christmas and Easter as well as some lovely activities to celebrate the Kings Coronation,

Beavers also enjoyed days out to visit the Edith May Sailing Barge, the Science light show at Rochester Cathedral and Dinosaur Adventure Live at The Central Theatre, Chatham with Squirrels.

The district Beaver Picnic at Buckmore Park was attended again during this report period, as well as the hugely popular annual Adventure Day at Lower Grange Farm, organised by Kent Scouts.

The Remembrance Parade and Service at Rochester Cathedral was a highlight for those who attended, with Beavers being invited to lay the poppy wreaths they had made.

The group were pleased to welcome the local Coastguard during this report period, as well as representatives from Guide Dogs. Both visits were enjoyed by all and assisted Beavers in achieving their World Challenge, Safety and Disability Awareness badges.

Two sleepovers and one camp took place during this report period. The group 24" Borstal Cardboard Box Sleepout, arranged by Cub Leader, Bev to raise awareness of homelessness. A Spring Sleepover at the hut, with a bird theme picked and planned by Beavers and The Golden Box Challenge Camp, at Buckmore Park, kindly run by Scout Leader, Dan.

The varied and interesting programme and list of events that we were able to offer Beavers during this report period was only made possible by the amazing support from parent helpers, volunteers, and other section leaders. Teamwork really does make the dream work. Thank you all



## Cub Report

2023-2024 has been a very busy year for cubs.

We have had offered 4 very different nights away experiences which gave the opportunity for 6 nights away from their parents. One was at Buckmore Park learning new skills, one was in cardboard boxes for Porchlight and the final one was Christmas themed complete with an Akela made chimney place to hang stockings. My personal favourite was the county led camp at Kingswood which was an activity camp with almost 1000 cubs from across Kent.

We have gone from big to small with our craft ranging from wooden reindeers to Christingles.

We enjoyed attending the county run event at Port Lympne although the day was very hot and we didn't see many animals as they were hiding to keep cool.

The cubs have earned a whopping 518 badges between them which includes 15 Chief Scout Silver awards - the highest achievement they can earn in the section.

The section continues to be very popular with high attendance each week, which is a testament to the varied and fun programme.

The leadership team for the cub section is small with some leaders having commitments which impacts on their attendance, particularly on camps and sleepovers. We have been supported by leaders in other sections when needed which ensures we can support my crazy and fun sleepover ideas. I would like to offer my thanks for all who have supported the section but would welcome some additional leaders if anyone has any in their pockets.



## Scout Report

Over the past year, our scout troop has been actively engaged in a wide range of events and activities that have fostered personal growth, community involvement, and a sense of adventure. From local community service projects to thrilling outdoor camps, our scouts have demonstrated commitment, teamwork, and resilience.

This report outlines the key activities undertaken between April 2023 and July 2024, highlighting the diversity of experiences offered to our young people. Our focus has remained on delivering a balanced program that not only aligns with the core principles of scouting but also provides opportunities for fun, friendship, and learning.

As we reflect on the past year, it is clear that our scouts have not only developed practical skills but also contributed meaningfully to the local community. The events covered in this report serve as a testament to the hard work and dedication of both the scouts and their leaders, as well as the unwavering support from parents and the community at large. The scouts renewed their promise at this important annual event, parading through Rochester and contributing to the Cathedral donations. All scouts were in full uniform and paraded from The Vines to Rochester Cathedral.

### Troop Night at Buckmore Park (5th May 2023)

This troop night focused on outdoor activities, with scouts enjoying a range of wide games throughout the night..

### The Big Help Out (8th May 2023)

In celebration of the King's Coronation, scouts organised a litter pick at Borstal Recreation Ground and surrounding woods, involving families and enjoying a picnic afterward.

Summer Camp at Butchers Coppice, Bournemouth (27th May – 3rd June 2023)

The first post-COVID summer camp was packed with exciting activities, including a trip to Brownsea Island, Beaulieu Motor Museum, a beach day, orienteering, and adventurous challenges. Scouts and explorers attended this week-long camp.

BBQ and Walk (30th June 2023)

A short walk followed by a BBQ at the scout hut. Scouts enjoyed a fun social event as they marked the close of another successful half-term.

District Tug-of-War Competition (7th July 2023)

Scouts participated and supported each other in the district competition at Buckmore Park, with our scouts putting in every ounce of effort for this activity.

Cardboard Box Sleepout (14th – 15th July 2023)

Scouts raised funds for Porchlight with an outdoor sleepout. The event was a great success, following in the footsteps of a similar event held five years earlier, which raised over £3,500.

Bowling Night (21st July 2023)

To end the summer term, scouts enjoyed a night of bowling at Lordswood Ten Pin Bowling. This was a no-charge event that brought the group together for one last fun event before the summer break.

### **New School Year Kickoff**

First Meeting After Summer (6th September 2023)

The group reunited after the summer break for a meeting with a representative from Porchlight to receive the donation raised from the sleepout. All sections were invited, and scouts were in full uniform for this special occasion.

## **End-of-Year and Winter Activities**

Remembrance Day at Rochester Cathedral (12th November 2023)

Our attendance was limited due to the event being held at the cathedral this year. Scouts paraded along Rochester High Street and participated in wreath laying.

Christmas Panto (1st December 2023)

Scouts attended a Christmas panto based on Jack and the Beanstalk at Mid Kent College. This popular event was a fun way to celebrate the festive season together.

Ice Skating at Planet Ice (8th December 2023)

A festive ice-skating event held at Planet Ice, Gillingham. Scouts had the opportunity to enjoy skating as a treat for all their hard work throughout the year. No young people were harmed in the making of this programme. However, Crash may have broken a rib when he was knocked over by someone considerably younger and better at skating than he was.

Christmas Sleepover (15th – 16th December 2023)

Scouts enjoyed a Christmas-themed sleepover with movies and games. Christmas jumpers were encouraged, and the event marked the last activity of the year.

## **Spring and Summer 2024 Activities**

District St George's Camp (19th – 21st April 2024)

A weekend of activities and a St George's Day Parade at Buckmore Park. Scouts enjoyed free camping and activities including archery, air rifle shooting, and campfires.

### Star Wars Camp (3rd – 5th May 2024)

A joint camp with Cubs, featuring a screening of Star Wars Episode IV and themed activities. Scouts and Cubs enjoyed a weekend of excitement and camaraderie.

### Chill-Out Camp (5th – 7th July 2024)

A relaxing weekend at Buckmore Park, giving scouts the chance to revisit favourite activities from the past year and unwind after a busy school year.

### Cinema Trip (15th July 2024)

Scouts ended the term with a screening of Despicable Me 4 at Cineworld Rochester. This was a fun all-section event marking the close of another successful year.

This year has been a testament to the resilience and enthusiasm of our scouts. Through a variety of activities ranging from community service to adventurous camps, they have grown in confidence, built new skills, and developed a stronger connection to their community.

As always, the support of our leaders, parents, and the broader community has been invaluable. We look forward to another exciting year ahead, continuing to provide opportunities for our scouts to thrive and make a positive impact.



## Explorers Report

The unit started with 10 invested members and ended with 11. This is up on the previous year by 1 explorer.

Over the last year we have benefitted from a range of ages, with the more senior scouts taking a lead and welcoming the younger Explorers, helping them to settle in. Within this time period we have managed to stay fairly consistent in attendance with an average of 80% on a weekly basis.

We currently have a strong leadership team of 4. Samantha has maintained a back seat but is undertaking some of the admin side of things. Sam, Hannah, Max and Sophie continue to play a key role in delivering the programme on a weekly basis. We also manage a rota to ensure that we balance to each leaders strengths.

The Explorers attended Goosebumps at Lower Grange Farm, a Halloween themed camp. The Explorers were also lucky enough to be invited to join the Scouts on their summer camp, as well as other opportunities, which they always enjoy. The Explorers have shown an interest in camping again, so we will continue to offer them opportunities.

As always, the explorers have experienced a varied programme. The explorers have enjoyed some back to basics scouting including building on their orienteering skills and developing skills such as fire lighting and pioneering. They are always fans of cooking challenges, and have enjoyed activities such as “ready, steady, cook” with unknown ingredients Taskmaster continues to be a favourite for Leaders and

Explorers alike, where we focus on building problem solving skills whilst having fun.

We have been working on their route planning and teamwork by visiting London and doing our own version of the Monopoly Run, which they thoroughly enjoyed (even if their strategies did require some improvement)! We have been able to utilise Max's contacts and arrange a night of kayaking and paddle boarding on the river Medway, in which they all hoped Sam's balance wasn't quite as good as it actually is.



## GLV Report

WOW! What a busy year the sections have all had!

As you can see and have probably no doubt heard we opened a Squirrel Drey within this reporting period. And they are doing exceptionally well. Squirrels bring scouting to a younger age group serving 4- & 5-year-olds. Our little red Squirrels are fantastic fun and bring an amazing energy to everything they do. They can be cheeky, naughty and very loud, but, when they leave and go to Beavers and I get to occasionally see them when I visit the change in them is remarkable and it really feels that Squirrels has given them a great preparation for joining Beavers.

Samantha is doing an amazing job with leading that section especially when we consider that she has taken time out to add another potential Squirrel to the waiting list Congratulations to Samantha and to Sam on the birth of their beautiful baby daughter.

The group has grown by over 12% in this year and we are one of the largest groups in the district.

This year has been filled for me with changes to the way we do a lot of things, the Scout Association has called it Transformation I have been known to call it a massive headache! So much has changed yet little has changed. There have been changes to our titles we are now known as Trustee Boards, Operational teams, Group Lead Volunteers, Team Leaders and Team Members and there has been much mumbling (and some shouting) about the massive impact of these changes. In reality, nothing has changed for our leaders (Team Leaders & Team Members) except the title, they are still giving our young people exceptional experiences, support through difficult times and teaching skills for life.

The changes to the Group leadership will have more impact and provide us with better governance and a more efficient way of working and running the business of being a scout group.

Other changes include a complete migration of the Scout Associations Adult Member management/HR system from the old and difficult to use Compass to a brand new more intuitive system that will support the way we manage and administer our adult volunteers and their training needs. This is happening over the next few weeks, and we hope to be fully up and running with the new system by December.

Adult Leader Training is also going through a complete change making it much more straight forward for adults to become involved cutting a lot of the unnecessary enforced requirements that have been known to put people off from volunteering. Hopefully in the very near future the volunteer journey will be much friendlier and welcoming for new volunteers.

So, as you can see everything has changed but nothing has changed. We will keep delivering fantastic, high-quality scouting to our young people.

I like to thank all of our exceptional leaders for the commitment they show to the young people of our group because without them we wouldn't be able to run the sessions, events and camps that we do. It really is a privilege to lead such an amazing group of volunteers. Please do remember that within this group there are NO paid staff, everyone gives their time, commitment and love freely and for that I thank them all.

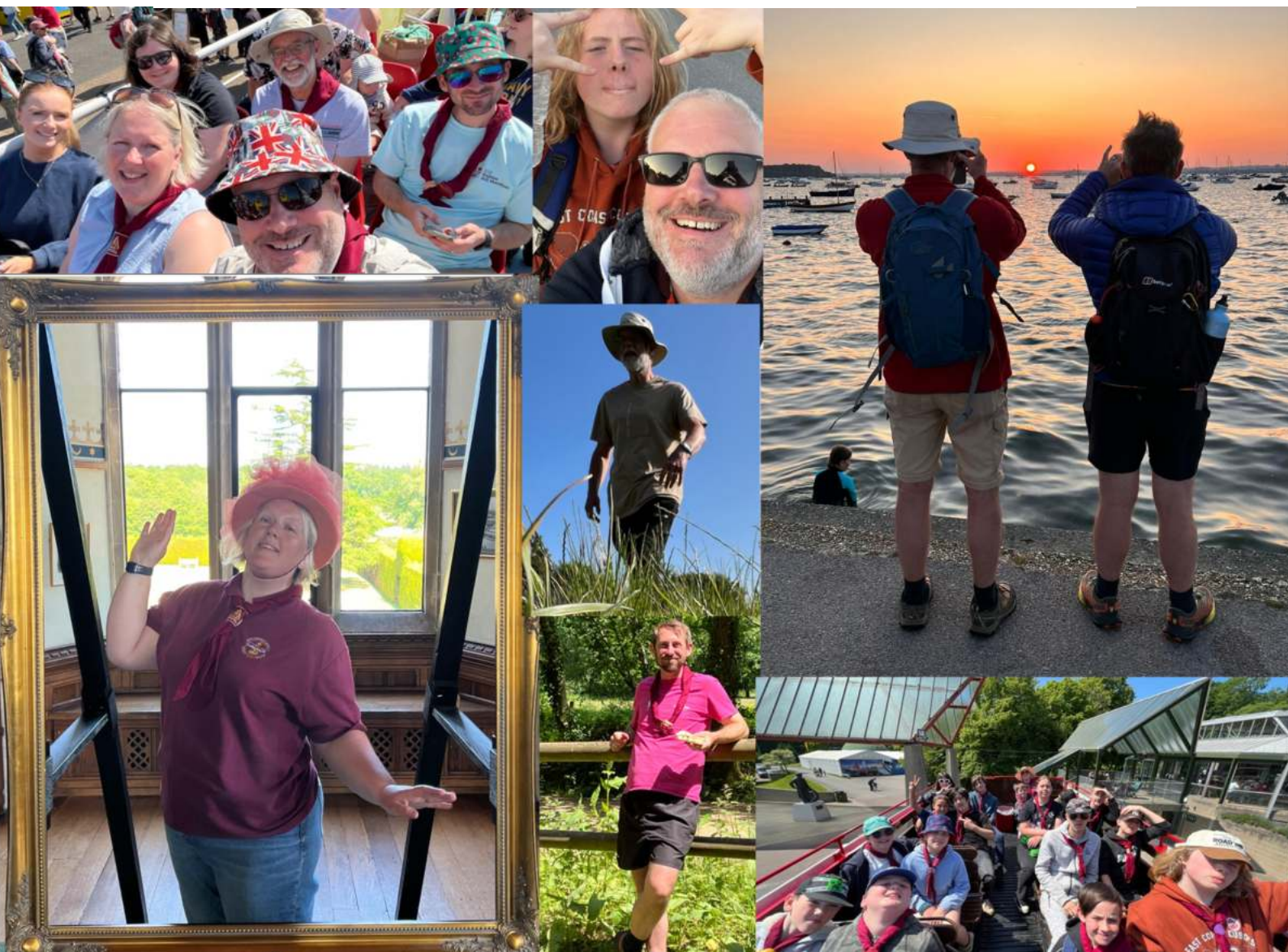
I would like to thank the Trustee Board for supporting the group and providing effective governance and making sure we have some pennies in the meter to put the lights on, Thank you to Michael for putting up

with me forgetting to return his calls and for giving me all the support I need in making sure we keep moving forward.

Thank you to all of the parents without whom our young scouts wouldn't be able to come along but most importantly a big THANK YOU to all of our young people. Not only are they attending every week, they are learning and gaining skills, perfecting those skills and then very often you see these same scouts sharing and supporting their colleagues, passing on the learning they have and supporting each other in a way that fills us with pride. They are all

# AMAZING!

## Graeme





# **Celebrating 100 years of Scouting in Borstal**

24<sup>th</sup> Medway (Borstal) Scout Group  
Report Prepared by The Trustees, October 2024

**24TH MEDWAY (BORSTAL) SCOUT GROUP**

England & Wales - Charity number 303430

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# Accounts

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2021 to 2022



Prepared by Executive Committee

24th Medway (Borstal) Scout Group Registered  
Charity No: 303430

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**24<sup>th</sup> Borstal Scout Group Annual General Meeting  
25th September 2022  
Scout Hall, Warwick Crescent, Borstal, ME1 3LE**

**AGENDA**

**Item**

<b>Welcome and Introductions</b>	<b>GSL</b>
<b>Apologies for Absence</b>	<b>Secretary</b>
<b>Minutes of previous AGM</b>	<b>Chair</b>
<b>Annual Reports</b>	<b>GSL and Chair</b>
<b>Presentation of Annual Reports and Accounts</b>	<b>Treasurer</b>
<b>GSL's nominations for Chair and Group Executive Committee</b>	<b>GSL</b>
<b>Approval of nominations</b>	<b>All</b>
<b>Elections of members of the Group Executive Committee</b>	<b>GSL</b>
<b>Any Other Business</b>	<b>Chair</b>

**24<sup>th</sup> Borstal Scout Group**  
**Minutes of the Annual General Meeting for the year 2020-21**  
**Thursday 21<sup>st</sup> October 2021, 7.30pm, Borstal Scout Hut.**

**1 Attendance:**

Michael Clark – Chair  
Graeme Pryke – Group Scout Leader  
Sam Richardson – Explorer Section Leader  
Brian Stroud – Executive Committee Member  
Maurice Coombs – Executive Committee Member  
Adrian Porter – Executive Committee Member  
Ian Leicester – Executive Committee Member  
Pauline Clark – Executive Committee Member  
Mark Adams – Executive Committee Member  
Mark Noble – Parent/Assistant Scout Leader  
Kate Bradley – Parent  
Emily Hill – Parent  
Jessica Packman – Parent & Assistant Beaver Leader  
John Brisley – District Commissioner  
Sophie Collins – Assistant Explorer Leader

**2 Apologies:**

-Bev Pryke, Clive Richardson, Emma Townsend, Kerrie Ward, Helen Fuller, Steve Crooks, Jo Delree, Fred Delree, Amanda Dean, Sarah Swain and Jodie Elwin.

**3 Welcome and Introductions:**

Michael Clark welcomed everyone to the AGM, he was encouraged by the turn out and pleased to see some parents among the attendees. He also particularly thanked Adrian Porter for his assistance with minute taking during the previous two years of meetings whilst the Executive committee has been without a secretary.

**4 Minutes of Annual General Meeting 2019-2020 (held on 13/03/21):**

The minutes had been circulated prior to the meeting. The minutes recorded that Bev Pryke wasn't cub leader at the time of the writing of the report, this is inaccurate as the statement should have referred to the Beaver report not the Cub report.

It was agreed that the minutes represented an accurate record of the meeting. Voted by Brian Stroud and seconded by Mark Noble.

**5 Treasurer's Report and Annual Accounts:**

Clive Richardson was unable to attend the meeting, but the annual accounts were circulated prior to the meeting. Maurice Coombs questioned the lack of fundraising income in the yearly accounts, but as discussed, owing to COVID 19 restrictions and lack of the usual fundraising events, any fundraising done during this period, did not hit the accounts until the current financial year.

Sam Richardson proposed the acceptance of the Treasurer's Report and Accounts, which was seconded by Pauline Clark and agreed upon unanimously.

## **6 Group Section Reports:**

Reports were circulated prior to the meeting. No amends were required. Pauline Clark made special mention of how impressed she was, particularly with the Beaver and Cub activity, during this period of uncertainty. Graeme Pryke seconded this praise by mentioning how well the group leaders had adapted to virtual Scouting and maintained all groups throughout the turbulent year.

The reports were accepted as being an accurate portrait of the previous years' activity, as voted by Sofie Collins, seconded by John Brisley and agreed unanimously.

## **7 Nominations for Chair and Group Executive Committee:**

Chair – Michael Clark, proposed by Graeme Pryke, seconded unanimously.

Group Executive – Brian Stroud, Mark Adams and Ian Leicester; voted by Sam Richardson and seconded by Adrian Porter. Pauline Clark, Maurice Coombs and Adrian Porter, nominated by Mark Noble and seconded by Brian Stroud.

## **8 Approval of Section Leader nominations:**

Section Leaders are automatically part of the Group Executive Committee, should they be happy to sit as a trustee.

Sam Richardson – in position as ESL

Bev Pryke unable to stand as a trustee owing to the logistics of attending meetings.

BSL -Role currently unfilled

## **9 Election of Group Secretary and Treasurer:**

Treasurer - Clive Richardson, nominated by Graeme Pryke and seconded unanimously.

Secretary – Emily Hill, nominated by Maurice Coombs, seconded by Ian Leicester.

## **9 Any Other Business:**

Graeme Pryke relayed an e-mail communication from Sarah Swain (a parent of 2 in the section), congratulating the Group on their support, engagement and

enthusiasm throughout the previous 18 months. She made special mention of Bev but wanted to thank all the leaders and assistants involved.

Michael Clark stated how positive it was to have such enthusiastic praise from parents and reiterated how important it is to have the support and engagement of current parents in making the experience a successful one for members of the section. As of this meeting, there are only two members of the Executive committee who are parents of current children. Ideally, we should aim to have at least one parent from each section. Feedback from families ensues that the experience of current members is listened to by the leaders and that we are delivering the best experience possible.

#### **10 Message from the District Commissioner:**

John Brisley thanked everyone for their attendance, and echoed Michael's words regarding the importance of getting parents onboard in assisting with the Executive Committee and leadership opportunities. He commended the current committee members for years of service, but also highlighted the fact that new members are essential.

John commented that it was always good to be invited to the 24<sup>th</sup>, he is well informed of the current state of the group. It is clearly doing very well and huge praise should go to the leaders for the work done over the previous years, under highly difficult circumstances.

It is great to see such an active group and good to be in such a healthy financial position.

Thank you to all the leaders and to the Executive committee.

John also referenced the current head count (just under 100 active members), according to the recent census, despite a small drop in numbers in January this year, numbers have increased again.

John Brisley was also able to make presentation of some significant awards:

Maurice Coombs – 50 years of service to the group

Ian Leicester – 30 (currently 32) years of service to the group (Graeme Pryke also mentioned Ian's invaluable assistance in and around the premises and grounds and the recent work on the climbing wall)

Hannah Costa – 10 years of service (Hannah unable to attend the meeting)

#### **10 Closing Comments:**

Michael Clark thanked everyone for their attendance and called the meeting to an end.

Next Group Executive Meeting to be scheduled in November.

# Trustees' Annual Report

For the period

From (start date) 

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 to end date 

3	1	0	3	2	2
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**Section A Reference and administration details**

Charity name 

24th Medway (Borstal) Scout Group																													
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Other names the charity is known by 

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

Registered charity number (if any) 

3	0	3	4	3	0
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HQ registration number 

--	--	--	--	--	--	--	--	--	--

Charity's principal address 

213 Rochester Road																													
Burham																													
Rochester																													
Kent										Postcode										M	E	1		3	S	E			

**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	Mr M Clark	Chairman	
2	Mr G Pryke	G.S.L.	
3	Mr C E Richardson	Treasurer	
4			
5			
6			
7			
8			
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

## Description of the charity's trusts

Type of governing document

The Group's/~~District's/Area's/County's~~ (delete as appropriate) 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.

(e.g. trust deed, constitution)

How the charity is constituted

The Group/~~District/Area/County~~ (delete as appropriate) is a trust established under its rules which are common to all Scouts.

(e.g. trust, association, company)

Trustee selection methods

The Trustees are appointed in accordance with the Policy, Organisation and Rules of The Scout Association.

(e.g. appointed by, elected by)

## 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

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 every # months.

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 the

**Risk and Internal Control (Specimen 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 C

Reduction or loss of leaders. The group is totally reliant upon

Reduction or loss of members. The Group provides activities

**Risk and Internal Control (Specimen 2)**

The group has in place systems of internal controls that are

**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

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

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



**Section E Financial Review**

Brief statement of the charity's policy on reserves

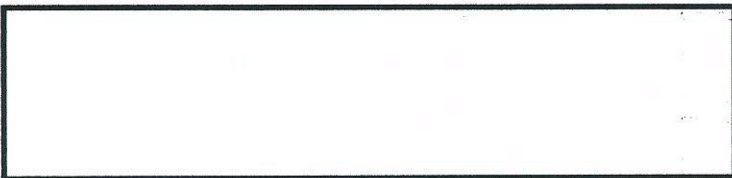
**Reserves Policy**

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 12 months running costs, circa £5,500

The Group held reserves of approximately £5,700 against this at year end. This is above the level required for operating expenses. However this can be explained by annual price increase of a replacement boiler.

Quantify and explain any designations

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



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 (Specimen 1)**

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;

**Investment Policy (Specimen 2)**

The Group does not have sufficient funds to invest in longer term investments. The Group has therefore adopted a risk averse strategy to the investment of its funds. All funds are held in cash using only mainstream banks or building societies.

**Section F**

**Other Optional Information**

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

--



**Section G**

**Declaration**

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

Signed on behalf of the charity's trustees

Signature(s)

	
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Full name(s)

MICHAEL GEORGE CLARK	CLIVE EDWARD RICHARDSON
----------------------	-------------------------

Position (eg Secretary, Chair)

CHAIR	TREASURER
-------	-----------

Date

1	3	0	9	2	2
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## 24th Medway (Borstal) Scout Group Receipts and Payments Account

Year start date

Year end date

For the year from	01/04/2021	To	31/03/2022
-------------------	------------	----	------------

### Receipts and payments

	Unrestricted funds £	Unrestricted funds £
<b>Receipts</b>		
<b>Donations, legacies and similar income</b>		
Membership subscriptions	16,035	5,416
Less: Membership subscriptions paid on (National/County/Area/District)	4,441	2,681
Net membership subscriptions retained	11,594	2,735
Donations & Scap Metal	262	4,978
Census Rebate	28	-
Gift Aid	-	-
Beaver Badges repaid to Group BS41	-	53
Beavers Cash £16 not included 2019 / 20	-	16
<b>Sub total</b>	<b>11,884</b>	<b>7,782</b>
<b>Grants</b>		
Maintenence grant	-	-
Other grants: Government Covid Pandemic	8,000	20,193
<b>Sub total</b>	<b>8,000</b>	<b>20,193</b>
<b>Fundraising (gross)</b>		
Group Fees (Paper)	840	-
Jumble Sales	1,370	-
Refreshment Tent	3,376	-
Other fundraising activities	830	-
<b>Sub total</b>	<b>6,416</b>	<b>-</b>
<b>Investment income</b>		
Bank interest	1	3
<b>Sub total</b>	<b>1</b>	<b>3</b>
<b>Total Gross Income</b>	<b>26,301</b>	<b>27,978</b>
<b>Asset and investment sales, etc.</b>	-	-
<b>Total receipts</b>	<b>26,301</b>	<b>27,978</b>

## 24th Medway (Borstal) Scout Group Receipts and Payments Account

Year start date

Year end date

For the year from	01/04/2021	To	31/03/2022
-------------------	------------	----	------------

### Receipts and payments

	0 Unrestricted funds £	0 Unrestricted funds £
<b>Payments</b>		
<b>Charitable Payments Just a Drop &amp; North Kent Mind</b>	2,000	
Youth programme and activities	184	197
Adult support and training - Minibus Assessment	140	-
Rent	480	480
Water and Sewerage	231	236
Electricity and Gas	785	786
Insurance	748	652
Repairs and Renewals	6,188	5,233
Materials and equipment	-	-
Litter Pickers	504	
Bridge Fund Reimbursement to Cubs Section Equipment	307	-
Bank Charges	15	
Contribution to camp costs	-	-
Uniforms	-	-
AGM and trustee expenses	-	-
HQ Cleaning	42	159
Alarm System	244	100
Beaver Badges paid in error from Group BS41	-	53
<b>Sub total</b>	<b>11,868</b>	<b>7,896</b>
<b>Fundraising expenses: Refreshment Tent</b>	1,301	
Jumble Sales Adverts	128	-
<b>Section Expenses</b>		
Beaver Running Expenses	2,364	330
Cubs Running Expenses	6,435	1,161
Scouts Running Expenses	1,723	462
Explorers Running Expenses	155	4
<b>Sub total</b>	<b>12,106</b>	<b>1,957</b>
<b>Total Gross Expenditure</b>	<b>23,974</b>	<b>9,853</b>
<b>Asset and investment purchases, etc.</b>	-	-
<b>Total payments</b>	<b>23,974</b>	<b>9,853</b>
<b>Net of receipts/(payments)</b>	<b>2,327</b>	<b>18,125</b>
<b>Cash funds last year end</b>	42,644	24,519
<b>Cash funds this year end</b>	<b>44,971</b>	<b>42,644</b>

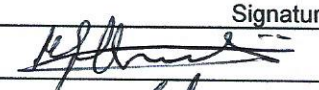

## Statement of assets and liabilities at the end of the year

	0 Unrestricted funds £	0 Unrestricted funds £
<b>Cash funds</b>		
Bank current account	38,635	36,837
Bank deposit account	5,762	5,761
Building society account		-
The Scout Association Short Term Investment Service	-	-
Cash/Floats	574	46
<b>Total cash funds</b>	<b>44,971</b>	<b>42,644</b>
<b>Other monetary assets</b>		
Tax claim	-	-
Debts due from the County/Area/District/Group	-	-
Insurance claim	-	-
<b>Sub total</b>		
<b>Investment assets</b>		
Investment property - detail	-	-
Quoted investments	-	-
Other investments - detail	-	-
<b>Sub total</b>		
<b>Non monetary assets for charity's own use</b>		
Badge stock	-	-
Shop stock	-	-
Other stock	-	-
Land and buildings	-	-
Motor vehicles	-	-
Scouting equipment, furniture etc	-	-
Other	-	-
<b>Sub total</b>		
<b>Liabilities</b>		
Accounts not yet paid	-	-
Expenses incurred but not invoiced	-	-
Subscriptions not yet paid	-	-
Loan - detail	-	-
Other liabilities	-	-
<b>Sub total</b>		

### Contingent liabilities and future obligations

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

MICHAEL GEORGE CLARK      Chair C E RICHARDSON      Treasurer
--

**Scrutineer's Report to the Trustees of the  
24<sup>th</sup> Medway (Borstal) Scout Council**

I report on the accounts of the Group/District for the year ended **31<sup>st</sup> March 2022**  
.....

Respective responsibilities of Trustees and Scrutineer

As the Group's/District's trustees you are responsible for the preparation of the accounts; you consider that neither the audit nor independent examination requirements of the Charities Act 2011 apply. It is my responsibility without carrying out an audit or independent examination to scrutinise the accounts and to report to you.

Basis of Scrutineer's Statement

In accordance with the directions given in the Group's/District's constitution, I have scrutinised the records and the accounts set out on pages .....1..... to 3.....

Scrutineer's Statement

In my opinion the accounts are in accordance with the records produced to me and comply with the constitution.

Name: **NICHOLAS MACKETT**  
.....  
.....

Address: **184 SCOTNEY GARDENS**  
.....  
**ST. PETER'S STREET**  
.....  
**MAFISTONE, KENT ME16 0GT**  
.....  
.....

Date: **5<sup>th</sup> August 2022**  
.....  
.....

**N. C. Mackett**

# 24th Medway (Borstal) Scout Group Exec A/c's

## Statement of income and expenditure - Year ending 31st March 2022

<u>Income</u>	<u>2022</u>	<u>2021</u>
Deposit A/C B'fwd	£ 5,761.01	£ 5,757.91
Current A/C B'fwd	£ 31,867.79	£ 17,220.50
Jumble Sales	£ 1,369.68	£ -
Group Fees (Waste Paper)	£ 840.00	£ -
Census	£ 4,441.25	£ -
Census rebate	£ 27.50	£ -
HMRC Gift Aid	£ -	£ -
Co-op	£ -	£ 4,928.28
Government Grants	£ 8,000.00	£ 20,193.29
Fund raising (Includes Amazon)	£ 830.42	£ -
Donations & Scrap	£ 261.68	£ 50.00
Heavy Horse Show	£ 3,376.25	£ -
Beaver Badge Refund to Group January*	£ -	£ 53.10
Deposit A/C Interest	£ 0.57	£ 3.10
<b>Total Income</b>		
<b><u>£19,147.35</u></b>	<b>£ <u>56,776.15</u></b>	<b>£ <u>48,206.18</u></b>

### Expenditure

Group expenses	£ 1,292.32	£ 586.90
HQ cleaning	£ 42.36	£ 158.68
Census	£ 4,441.25	£ 2,681.25
Jumble sale advert	£ 128.20	£ -
Insurance	£ 748.19	£ 652.10
Electricity	£ 357.91	£ 279.61
Gas	£ 427.51	£ 506.58
Water rates	£ 231.12	£ 235.51
Ground rent	£ 480.00	£ 480.00
HQ expenses	£ 1,069.98	£ 4,816.39
Boiler Installation	£ 2,141.00	£ -
Concrete	£ 1,950.00	£ -
Tree Cutting	£ 950.00	£ -
Alarm system	£ 243.83	£ 99.83
Heavy Horse Show expenses	£ 1,301.00	£ -
Beaver Badge Subsidy*	£ -	£ 80.53
Donations**	£ 2,000.00	£ -
Deposit A/C C'fwd	£ 5,761.58	£ 5,761.01
Current A/C C'fwd	£ 32,756.63	£ 31,867.79
Cash in Hand	£ 453.27	£ -
<b>Total Expenditure</b>		
<b><u>£17,804.67</u></b>	<b>£ <u>56,776.15</u></b>	<b>£ <u>48,206.18</u></b>

\*\* Just A Drop & North Kent Mind leaving £3,761.01 in Charity Fund

## **Beavers AGM Report September 2022**

The beavers started the year with a very active first term – they completed JoTT, sports, wide games and tracking all at Buckmore Park

The autumn term included working towards several badges and a sleepover with a trip to RAF Hendon and other aeroplane themed activities.

After Christmas, beavers had a night with marshmallows, baking cakes and an evening with tie dye. They made their pirate headscarves ready for the district day at the Dockyard which was so much fun.

The term also ended with an animal themed camp where they went to Wildwood and completed other activities on their return, such as making bird feeders.

The numbers have been consistently high and the section was supported by the cub scout leader with programme planning. The parents must also be thanked for their help when requested via the parent rota.

Despite requesting more leaders, the section is still low in adults and does need more help.

## **Cub AGM Report September 2022**

Following our previous year of challenging scouting, this year was very nearly normal.

We spent a lot of time outside in the spring term - a hike and a quiz in Rochester, JoTT, wide games, navigating, erecting tents and air rifle.

In the autumn term we managed to have 2 overnight experiences – one was a camp at Buckmore with sixers and seconders which also incorporated Mote Park water sports and the second was a sleepover at the hut. It was possibly the best sleepover ever – Harry Potter themed. We roped in beaver leaders, scout leaders and even leaders from other districts to support. In a 24-hour period, the cubs completed 11 different activities and we all went home exhausted. One of the young leaders from scouts comment that cub sleepovers should never be this much fun!

We worked on several badges – environmental, international and world challenge badge and rounded off the year with a Christmas BBQ – the beavers chose this!

Between Christmas and Easter, the cubs took part in a winter walk, Chinese New Year and winter Olympics, emergency aid and also went on a hunt for animals coming out of hibernation. We saw a badger set at Buckmore Park.

Our numbers have been consistently high since covid with regular attendance from the cubs and their hard work during pack nights was rewarded when we handed out 495 badges which included 3 Chief Scout Silver awards.

The section is still requiring support from other sections when camping due to leader commitments; and parental support when we are away from the hut. We would always welcome the offer of a regular commitment to the pack nights from other adults.

## Scouts AGM Report September 2022

The scout section has done Lots of work on core skills, knots, map reading cooking over gas and over open fires

Polishing up on rusty skills like putting up tents and putting them away again. Many scouts attended the group winter walk and also JoTT at Buckmore Park

Camping has been difficult to achieve. mainly due to leader availability we missed a summer camp and also had to cancel our Christmas sleepover due to another tightening of Covid restrictions so only managed a PL and APL camp which tied in the Cub Sixer and Seconder camp and a watersports day at Mote Park which was open to all of the young people in the group. The camp was a great success with us learning lots about our patrol leadership team.

We managed another camp in October where we set the scouts the challenge of surviving in their patrols. They had to start and maintain their fires, cook their breakfast, lunch and dinner on them and work on some of their scouting skills. They achieved all they were set and also really enjoyed carving through the afternoon and a sing song with Dan in the evening we even had one of our scouts share some poetry that he loved. We managed only 4 nights away in this year.

Throughout the colder and darker months we have tried keep outdoors as much as possible. We took a night hike to Buckmore from the hut and over the north downs, our Christmas night was a BBQ with all other sections, we've done fire lighting with a sausage sizzle, map work and orienteering. And when the supermarkets ran out of Haggis for burns night MK2 got the scouts to make Cullen Skink at the hut and it was a complete triumph with lots of the scouts taking the recipe home to try with their families.

Scout leadership remains stable with the addition of MK2 from January. Mark joins us with over 30 years scouting experience having previously been involved with 2nd Cliffe then moving to Seaton where he was a scout leader prior to moving back to Medway and joining us in Borstal. He is a great asset and we are capitalising on his love of walking and navigation.

## **Explorers AGM Report September 2022**

The unit started with 8 invested members and ended with 9. Following the pandemic we had a couple of explorers leave and four scouts joining on their link. One of the scouts decided Explorers wasn't for them and sadly moved on. Over the last year we have benefitted from a range of ages. With the more senior scouts taking a lead and guiding some of the younger explorers. With the current age gap the more senior explorers will be missed when they move on. We are hoping to retail two of the explorers as leaders once they move on subject to their university commitments.

We currently have a strong leadership team of 6. Samantha is still taking a back seat but is undertaking some of the admin side of things. Hannah, Kerrie and Sophie still play a key role in delivering the programme on a weekly basis. We have also been joined by Max. Max scouted in the Medway towns area and wanted somewhere he could drop in and out work dependant. Max brings a wealth of knowledge and water sporting skills which we will certainly be looking to utilise going forward!

There has been no camping to report for the explorers as a unit. A number of the camps the explorers would normally attend (winter camp, Gilwell 24 and scare fest) have not been run post pandemic by the organisers. The explorers have however been fortunate enough to have to opportunity to camp with the scouts on a number of occasions over the past year.

As always, the explorers have experienced a varied programme. The explorers have enjoyed some back to basics scouting including a hike around Penenden Heath with basic map and route card reading skills. They have also enjoyed fire lighting, cooking on open fires and pioneering challenges.

Some of their favourite activities has been our adapted version of the TV show Taskmaster where they are set various challenges over the night. This could be delivering a cup of tea on one leg through an obstacle course to building the largest free-standing tower.

The explorers have also enjoyed a number of nights away from the hut including wide games at Buckmore Park, Gravity, Ninja Warrior and an escape room.

## GSL Report

Having had the privilege of reading all the reports for this years AGM I am struck with the realisation that despite coming off the back of a couple of very challenging years the group as a whole has accomplished some amazing things and as Michael mentioned in his report although outside of the reporting year the transformation of the hut is incredible. It may have been completed outside the reporting year but the planning and preparation has been spread over the last couple of years as these things don't happen overnight. We have also had a new boiler fitted and is already proving its worth in its efficiency. For all things like that I'd like to thank our executive committee for continuing to look after the day to day running so that we have somewhere safe and warm to meet and their support of our young people is unwavering.

The activity across all sections has been amazing but I would like to single out cubs and beavers for some of the most exciting, interesting and fun activities that they have done. I have been lucky to have been able to attend the themed sleepovers and days out that have been arranged where we have had so much fun, from playing pirates at the dockyard to spotting bears at Wildwood. However, the Harry Potter camp will go down in legend, we had the sorting hat sorting cubs into teams, magical fires and exploding coke bottles, socks for Dobby and even owls flying in the hut!! Yes you read right we had owls flying in the hut... Bev has done an amazing job at holding the beaver colony and cub pack together with some significant challenges, she really does deserve a medal and our greatest thanks.

I would also like to thank all of our leaders for the commitment they show to the young people of our group because without them we wouldn't be able to run the sessions, events and camps that we do.

Also within this period we have received the amazing news that Josh, one of our scouts, has been successful in securing one of the 7 young people from Medway Towns District to attend the World Scout Jamboree in Summer 2023 in South Korea, There will be some opportunities in the near future to support Josh and his team mates with their fundraising efforts.

It's been a very interesting year! Thank you all for your continued support.

*Graeme*

**24TH MEDWAY (BORSTAL) SCOUT GROUP**

England & Wales - Charity number 303430

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# Accounts

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# Trustees' Annual Report

For the period

From (start date) 

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 to end date 

3	1	0	3	2	1
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**Section A Reference and administration details**

Charity name 

<b>24th Medway Scout Group</b>
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Other names the charity is known by 

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Registered charity number (if any) 

3	0	3	4	3	0
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HQ registration number 

--	--	--	--	--	--	--	--

Charity's principal address 

213 Rochester Road							
Burham							
Rochester							
Kent	Postcode	M	E	1	3	S	E

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	Mr M Clark	Chairman	
2	Mr G Pryke	G.S.L.	
3	Mr C E Richardson	Treasurer	
4			
5			
6			
7			
8			
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

## 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:

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

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.

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 every # months.

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 the

**Risk and Internal Control (Specimen 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 C

Reduction or loss of leaders. The group is totally reliant upon

Reduction or loss of members. The Group provides activities

**Risk and Internal Control (Specimen 2)**

The group has in place systems of internal controls that are

Section C	Objectives and activities
Summary of the objects of the charity set out in its governing document  3 LT700001 (3rd December 2018)	<b>The Purpose of Scouting</b> Scouting exists to actively engage and support young people in their personal development, empowering them to make a positive contribution to society

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

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

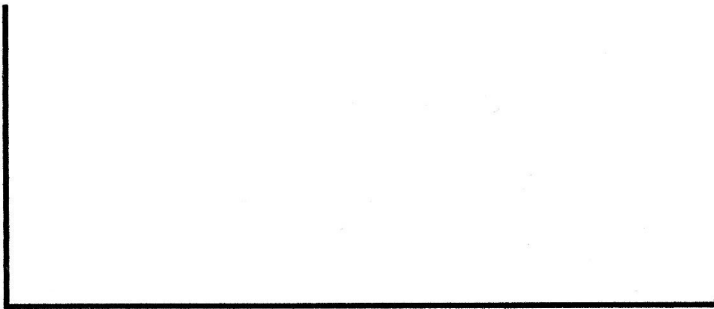
The Group meets the Charity Commission's public benefit criteria under both the advancement of education and the advancement of citizenship or community development headings.

## Section D

## Achievements and performance

Summary of the main achievements of the charity during the year

Continuing to support Scouting for the Group, Beavers, Cubs, Scouts & Explorers.



Section E	Financial Review
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Brief statement of the charity's policy on reserves

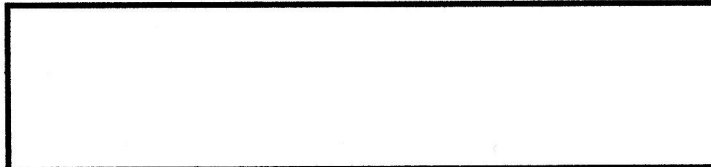
**Reserves Policy**

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 Group Executive Committee considers that the group should hold a sum equivalent to X months running costs, circa £X.

The Group held reserves of approximately £X against this at year end. This is above the level/below required for operating expenses. However this can be explained by .....

Quantify and explain any designations

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



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 (Specimen 1)**

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;

**Investment Policy (Specimen 2)**

The Group does not have sufficient funds to invest in longer term investments. The Group has therefore adopted a risk averse strategy to the investment of its funds. All funds are held in cash using only mainstream banks or building societies.

**Section F**

**Other Optional Information**

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

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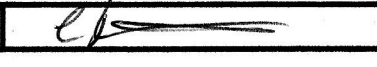
**Section G**

**Declaration**

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

Signed on behalf of the charity's trustees

Signature(s)

	
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Full name(s)

MICHAEL CLARK	CLIVE RICHARDSON
---------------	------------------

Position (eg Secretary, Chair)

CHAIRMAN	TREASURER
----------	-----------

Date

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## 24th Medway (Borstal) Scout Group Receipts and Payments Account

	Year start date		Year end date
For the year from	01/04/2020	To	31/03/2021

### Receipts and payments

	2020/21	2019/20
	Unrestricted funds	Unrestricted funds
	£	£
<b>Receipts</b>		
<b>Donations, legacies and similar income</b>		
Membership subscriptions	5,416	17,725
Less: Membership subscriptions paid on (National/County/Area/District)	2,681	4,255
Net membership subscriptions retained	2,735	13,470
Donations	4,978	750
Census Rebate	-	44
Gift Aid	-	7,593
Beaver Badges repaid to Group BS41	53	
Beavers Cash £16 not included 2019 / 20	16	142
<b>Sub total</b>	<b>7,782</b>	<b>21,999</b>
<b>Grants</b>		
Maintenence grant	-	-
Other grants: Government Covid Pandemic	20,193	-
<b>Sub total</b>	<b>20,193</b>	<b>-</b>
<b>Fundraising (gross)</b>		
Group Fees (Paper)	-	1,245
Jumble Sales	-	937
Refreshment Tent	-	3,774
Other fundraising activities	-	-
<b>Sub total</b>	<b>-</b>	<b>5,956</b>
<b>Investment income</b>		
Bank interest	3	12
Correction due to error in previous years accounting	-	84
The Scout Association Short Term Investment Service	-	-
Property Rent income	-	-
Other investment income:L Explorers Bfwd	-	569
<b>Sub total</b>	<b>3</b>	<b>665</b>
<b>Total Gross Income</b>	<b>27,978</b>	<b>28,620</b>
<b>Asset and investment sales, etc.</b>	-	-
<b>Total receipts</b>	<b>27,978</b>	<b>28,620</b>

## 24th Medway (Borstal) Scout Group Receipts and Payments Account

Year start date

Year end date

For the year from	01/04/2020	To	31/03/2021
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### Receipts and payments

	2020/21	2019/20
	Unrestricted funds	Unrestricted funds
	£	£
<b>Payments</b>		
<b>Charitable Payments</b>		346
Youth programme and activities: OYM	197	-
Adult support and training	-	-
Rent	480	450
Water and Sewerage	236	273
Electricity and Gas	786	1,051
Insurance	652	1,567
Repairs and Renewals	5,233	5,736
Materials and equipment	-	-
Printing and photocopying	-	-
Contribution to camp costs	-	-
Uniforms	-	-
AGM and trustee expenses	-	-
HQ Cleaning	159	390
Alarm System	100	124
Beaver Badges paid in error from Group BS41	53	-
<b>Sub total</b>	<b>7,896</b>	<b>9,937</b>
<b>Fundraising expenses: Refreshment Tent</b>		1,570
Jumble Sales Adverts	-	118
<b>Section Expenses</b>		
Beaver Running Expenses	330	1,965
Cubs Running Expenses	1,161	7,572
Scouts Running Expenses	462	4,245
Explorers Running Expenses	4	1,453
<b>Sub total</b>	<b>1,957</b>	<b>16,923</b>
<b>Total Gross Expenditure</b>	<b>9,853</b>	<b>26,860</b>
<b>Asset and investment purchases, etc.</b>	-	-
<b>Total payments</b>	<b>9,853</b>	<b>26,860</b>
<b>Net of receipts/(payments)</b>	<b>18,125</b>	<b>1,760</b>
<b>Cash funds last year end</b>	<b>24,519</b>	<b>22,759</b>
<b>Cash funds this year end</b>	<b>42,644</b>	<b>24,519</b>

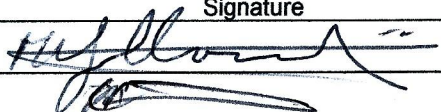
## Statement of assets and liabilities at the end of the year

	2020/21	2019/20
	Unrestricted funds £	Unrestricted funds £
<b>Cash funds</b>		
Bank current account	36,837 ✓	18,721 ✓
Bank deposit account	5,761 ✓	5,758 ✓
Building society account	-	-
The Scout Association Short Term Investment Service	-	-
Cash/Floats	46 ✓	40 ✓
<b>Total cash funds</b>	<b>42,644 ✓</b>	<b>24,519 ✓</b>
<b>Other monetary assets</b>		
Tax claim	-	-
Debts due from the County/Area/District/Group	-	-
Insurance claim	-	-
<b>Sub total</b>		
<b>Investment assets</b>		
Investment property - detail	-	-
Quoted investments	-	-
Other investments - detail	-	-
<b>Sub total</b>		
<b>Non monetary assets for charity's own use</b>		
Badge stock	-	-
Shop stock	-	-
Other stock	-	-
Land and buildings	-	-
Motor vehicles	-	-
Scouting equipment, furniture etc	-	-
Other	-	-
<b>Sub total</b>		
<b>Liabilities</b>		
Accounts not yet paid	-	-
Expenses incurred but not invoiced	-	-
Subscriptions not yet paid	-	-
Loan - detail	-	-
Other liabilities	-	-
<b>Sub total</b>		

### Contingent liabilities and future obligations

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

RICHARD CLARK	Chair
CLIVE RICHARDSON	Treasurer

**Scrutineer's Report to the Trustees of the  
24<sup>th</sup> Medway Scout Group Scout Council**

I report on the accounts of the Group for the year ended 31<sup>st</sup> March 2021

Respective responsibilities of Trustees and Scrutineer

As the Group's trustees you are responsible for the preparation of the accounts; you consider that neither the audit nor independent examination requirements of the Charities Act 2011 apply. It is my responsibility without carrying out an audit or independent examination to scrutinise the accounts and to report to you.

Basis of Scrutineer's Statement

In accordance with the directions given in the Group's constitution, I have scrutinised the records and the accounts set out on pages .....1..... to ....9.....

Scrutineer's Statement

In my opinion the accounts are in accordance with the records produced to me and comply with the constitution.

Name: GRAHAM JOHN GILBERT

Address: 269 ROCHESTER ROAD  
BURHAM  
NR. ROCHESTER  
KENT  
ME1 3RR

Date: 14 September 2021  
Ind. Examiner G. J. Gilbert FCMA CGMA