

1st Framwellgate Moor Scout Group

Trustees Annual Report
Year ended 31 March 2023

Charity Number: 520693 (England & Wales)

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1. Reference and Administrative Information

- 1.1 **Status:** The Group was established in the early 1950's and was first registered with the Charities Commission on 3 April 1963 under the Charity Number 520693.
- 1.2 The Charity is part of the Scout Association and the District Reference Number is 11665.
- 1.3 **Principal Address:** The Hut, 24 Newcastle Terrace, Durham DH1 5EG
- 1.4 **Bankers:**

1.4.1 Lloyds Bank, Durham Market Place, 19, Durham DH1 3NL

2. Structure, Governance and Management

- 2.1 1st Framwellgate Moor Scout Group is governed by the Policy, Organisation and Rules (P.O.R.) of the Scout Association, which provides the framework in which all U.K. Scouting operates. As a charity the Group is also governed by Charity Commission legislation.
- 2.2 Within the Group there are a number of adult leaders and supporters, who give their time and expertise voluntarily, without remuneration, to help the development of young people. The Group is led by the Group Scout Leader, whose role is to co-ordinate the Group's activities and to ensure continuity and development.
- 2.3 All leaders and trustees are subject to satisfactory DBS checks and are required to undergo training that is appropriate for their role. This includes ongoing refresher courses in safety and safeguarding every 5 years and, for leaders, first-aid every 3 years.

Executive Committee: The Group's Executive Committee consists of [9] members of which 4 who fulfil Principal Roles are also the formal trustees of the charity. The Executive Committee consists of the Chair, Treasurer, Secretary, Group Scout Leader (GSL), the parent representative of each of the Group's sections, the Leader of the Explorer Scout Unit that is linked with the Group, a Facilities lead and non-uniformed members who are appointed in accordance with the rules and guidance of the Scout Association. The Committee meets regularly to fulfil the duties listed below.

- 2.4 Members of the Executive Committee act collectively and some as charity trustees of the Scout Group, and in the best interests of its members to:

2.4.1 comply with the Policy, Organisation and Rules of The Scout Association;

2.4.2 comply with Charity legislation (including the registration, keeping proper accounts and making returns to the Charity Commission as appropriate);

2.4.3 protect and maintain the property and equipment owned by and/or used by the Group;

2.4.4 manage the Group's finances;

- 2.4.5 arrange appropriate insurance for people, property and equipment;
- 2.4.6 provide sufficient resources for Scouting to operate and thrive. This includes, but is not limited to, supporting recruitment, other adult support, and fundraising activities;
- 2.4.7 promote and support the development of Scouting in the local area;
- 2.4.8 manage and implement the Safety Policy locally;
- 2.4.9 ensure that a positive image of Scouting exists in the local community;
- 2.4.10 appoint and manage the operation of any sub-committees, including appointing Chairpersons to lead the sub-committees;
- 2.4.11 appoint Group advisers, other than those who are elected;
- 2.4.12 ensure that Young People are meaningfully involved in decision making at all levels within the Group.

2.5 The following list indicates the current Trustees and those who served during the year ending 31 March 2022.

Name	Principal Role on the Committee	Appointed	Stood down
A Cawkwell	Chair	5 Oct 2020	9 th July 2023
J Collins	Chair	9 th July 2023	
S Judson	Treasurer	5 Oct 2020	9 th July 2023
J Williams	Secretary	5 Oct 2020	9 th July 2023
M Bryden	GSL	21 Jan 2021	1 st September 2023
L Callaghan	GSL	1 st September 2023	
Xialou Liu	Treasurer	23 Jan 2023	

2.6 **Objectives:** The objectives of the Group are as a unit of the Scout Association. The Aim of The Scout Association is:

2.6.1 “To promote the development of young people in achieving their full physical, intellectual, social and spiritual potentials, as individuals, as responsible citizens and as members of their local national and international communities.”

2.7 The method of achieving the aim of the Association is by providing an enjoyable and attractive scheme of progressive training, based on the Scout Promise and Law and guided by adult leadership.

2.8 As Scouts we are guided by these values:

2.8.1 Integrity: We act with integrity; we are honest, trustworthy and loyal.

2.8.2 Respect: We have self-respect and respect for others.

2.8.3 Care: We support others and take care of the world in which we live.

2.8.4 Belief: We explore our faiths, beliefs and attitudes.

2.8.5 Co-operation: We make a positive difference; we co-operate with others and make friends.

2.9 **Public Benefit:** 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.

3. Risk Assessment, Financial Review and Trustees Responsibilities'

3.1 **Financial Review:** Further information is given in the annual accounts, but a summary of receipts and payments for the year ending 31 March 2023 is:

	Restricted	Unrestricted	Total 2022/23	Total 2021/22
	£	£	£	£
Receipts	-	62,808	62,808	41,675
Payments	(180)	(73,578)	(73,758)	(49,196)
Net Position	(180)	3,299	(10,950)	(7,521)

3.2 **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 of running costs. The trustees consider that the Group should hold a sum equivalent to 6 months of running costs in the General Fund to cover imminent payments and urgent building repairs should they arise. At 31 March 2023 the un-restricted balance stood at £75,442 which satisfies this policy

3.3 **Investment policy:** The Group adopts a low-risk strategy to investment, keeping funds in mainstream banks. However, all of its funds currently sit within Lloyds to allow for expediency of releasing funds should any building work go ahead.

3.4 **Signatories to bank accounts:** Payments or withdrawals from the Group's bank accounts require authorisation by two of the following people:

3.4.1 Treasurer, Chairman and Assistant Group Scout Leader.

3.5 **Independent examiner of accounts:** It is intended that an independent scrutineer will be appointed to review these accounts and those prepared on an annual basis moving forwards.

3.6 **Risk Assessment:** The 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:

3.6.1 Damage to the building, property and equipment: The Group has sufficient buildings and contents insurance in place to mitigate against permanent loss, and in the event of temporary loss would request the use of buildings, property and equipment from neighbouring organisations such as the church, community centre and other Scout Groups, as a short-term solution.

3.6.2 Injury to leaders, helpers, supporters and members: The Group through the membership fees contributes to the Scout Associations national accident insurance policy, and also has additional cover in place. Risk Assessments are undertaken before all activities.

3.6.3 Reduction or loss of volunteers: The Group is totally reliant upon volunteers to run and administer the activities of the District. If there were a reduction in the number of volunteers to an unacceptable level in a particular area, discipline or as a whole, then there would have to be a contraction, consolidation of activities or closure of parts of the operations.

4. Achievements and Performance and Plans for the coming year

Achievements: Over the past year all sections within 1st Framwellgate Moor have gone from strength to strength – numbers remain high in each section, with a good amount on the waiting list.

- 4.1 As with previous years, we remained committed to helping and supporting the new Sacriston Group to become firmly established in the area.
- 4.2 We continue to struggle to find more willing adult volunteers to help support the group and the young people within our sections. Thankfully with a new reinvigorated Executive, we are able to take on the governance challenges.

We have held some highly successful key events in the year:

Beavers: Beaver Day Out, Climb When Ready and Beaver District Sleepover

Cubs: Cub Day Out (All Cub Packs). Pete Swinney Competition (All Cub packs), Cooper's Cup (All Cub packs) and Moor House Camp (Tue & Fri Cubs)

- 4.3 Scouts: County Rally 2022 (Wed Scouts in partnership with The First Glasgow and 2nd Penrith), Confido 2022 (All Scout Troops), Sub Zero 2022 (Wed Scouts in partnership with 1st Norbreck, Blackpool), Great Tower Summer Adventure Camp (Wed Scouts), Climb When Ready (All Scout Troops), Vaux Ambulance Shield (Fri Scouts), Dryburn Camping Competition (Fri Scouts).

- 4.4** Our key focus is to ensure that the events are value for money and that every young person gets the opportunity to participate in some way. The Group run a hardship fund which is open to all members and details can be found on our website.

Thank you to everyone who has made the last 12 months a success.


Plans for the Coming Year: We are planning our Group Camp for May 2024 at Hawkhirst. The Group is currently seeking planning permission to extend the Scout Hut, in a smaller way than first envisioned to enable us to have a better facility for cooking for the young people.

4.5 Work is ongoing supporting Sacriston with the growing of their own group, looking towards starting a Scout section to complement the Beavers and Cubs sections already established.

5. Declaration

5.1 The Trustees declare that they have approved the Trustee's report above.

Signed on behalf of the Trustees:

... 
J Collins (Chair)

Approved at the EGM held on [22/01/2023].

1st Framwellgate Moor Scout Group

Accounts for the year ended 31 March 2023

Charity Number: 520693 (England & Wales)

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**Receipts and Payments Account
For the Year Ended 31 March 2023**

	Restric ted Funds	Unrestrict ed Funds	2023 Total Funds	2022 Total Funds
	£	£	£	£
	Note 5	Note 4		
Receipts				
Subscriptions	-	35,610	35,610	33,618
Activities	-	2,387	2,387	449
Camps	-	23,514	23,514	4,395
Insurance Refund	-	-	-	-
Sanctuary	-	369	369	-
Donations	-	494	494	46
Grants (Note 2)	-			(7,833)
Uniform	-	-	-	-
Minibus Hire	-			-
Gift Aid	-	-	-	-
Other Income	-	434	434	-
Total Receipts	-	62,808	62,808	30,675
Payments				
Activities	-	15,315	15,315	7,346
Camps	-	25,377	25,377	2,222
Sessions	-	2,960	2,960	2,532
Sanctuary	-	-	-	-
Sacriston		659	659	75
Capitation Fee	-	13,872	13,872	13,250
Premises	180	1,219	1,399	2,809
Equipment	-	1,480	1,480	1,674
Badges and Uniform	-	2,921	2,921	2,872
Insurance	-	1,749	1,749	1,287
Utilities	-	1,481	1,481	653
Telephone/Internet	-	363	363	347
PPS	-	25	25	79
IT Costs	-	113	113	113
Vehicle/Travel Costs	-	1,384	1,384	375
Finance Charges	-			665
Professional Fees	-	446	446	416
Training	-	3,486	3,486	869
General	-	728	728	612
Total Expenditure	180	73,578	73,758	38,196
(Decrease) in Funds	(180)	(10,770)	(10,950)	(7,521)

Statement of Assets and Liabilities

For the Year Ended 31 March 2023

	Notes	Restrict ed Funds	Unrestrict ed Funds	2023	2022
				Total Funds	Total Funds
		£	£	£	£
Fixed Assets	Note 3	-	-	-	-
Other debtors < 1 year		-	434	434	101
Cash Funds					
Lloyds		16,133	76,008	92,141	105,595
Unity Trust		-	-	-	-
		16,133	76,442	92,141	102,696
Creditors < 1 year		-	(1,000)	(1,000)	(171)
Total Assets		16,133	75,442	91,575	102,525
Restricted funds				16,133	16,313
Unrestrict ed funds				75,442	86,212
Total				91,575	102,525

The notes on pages 3 to 4 form part of these accounts.

The above accounts were approved by the Trustees on [DATE] and signed on their behalf by:

.....
Chair

John Collins

..... Lily Liu
Treasurer

Notes to the accounts

1. Accounting Policies

Basis of Accounting: These accounts have been prepared on an Accruals Basis.

2. Grants

	2023	2022
	£	£
Covid Support	-	2,667
Durham AAP	-	(11,000)
Durham Neighbourhood	-	200
Fram Parish Council	-	300
	-	(7,833)

3. Fixed Assets

The Group own their own land and buildings which was gifted to them in 1959.

The re-instatement value insured is £386,000.

4. Unrestricted Funds

The General Fund is an unrestricted fund, available for the general purposes of the charity.

	Bal B/f	Receipts	Payments	Bal C/f
	£	£	£	£
General	86,212	62,808	(73,578)	75,442

Reserves Policy: The Group's policy on reserves is to hold sufficient resources to continue to charitable activities of the Group should income fall short of running costs. The Trustees consider the Group should hold a sum equivalent to 6 months running costs in the General Fund to cover imminent payments and urgent repairs should they arise. At 31 March 2023 the balance in this fund is shown above and satisfies this policy.

5. Restricted Funds

Restricted Funds are only available to be used for the specific designated purpose.

	Bal B/f	Receipts	Payments	Surrendered	Bal C/f
	£	£	£	£	£
The Hut Extension	15,883	-	-	-	15,883
Other	250	-	-	-	250
Fencing and Gate	180	-	(180)	-	-
Total	16,313	-	(180)	-	16,133

The Hut restricted funds relate to grants and donations received in relation to a project to refurbish and extend the premises. Planning approval for this project was granted on 13 August 2018. The project has restarted in December 2023.

Other restricted funds relate to an amount held on account relating to the Sacriston section.

Independent examiner's report to the trustees of 1st Framwellgate Moor Scout Group, charity number 520963 (England & Wales)

I report on the accounts for the year ended 31st March 2023.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this period (under Section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is required.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- examine the accounts under Section 145 of the 2011 Act
- to follow the procedures laid down in the General Directions given by the Charity Commission (under Section 145(5)(b) of the 2011 Act); and
- to state whether particular matters have come to my attention.

Basis of the independent examiner's report

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

Independent examiner's statement

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

(1) which gives me reasonable cause to believe that, in any material respect, the requirements

- to keep accounting records in accordance with Section 130 of the 2011 Act; and

- to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 2011 Act

have not been met; or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

A handwritten signature in black ink, consisting of a stylized 'S' followed by a long horizontal stroke with a small upward flick at the end.

Mr S Alderson BA (Hons) Dunelm, MA (Hons) Dunelm, FMAAT
The Old Police House
Dipton
Stanley
County Durham
DH9 9EB

11th January 2024