

Trustees' Annual Report

For the period

From (start date)

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 to end date

3	1	1	2	2	2
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Section A

Reference and administration details

Charity name

1st/2nd West Bridgford Scout Group

Other names the charity is known by

Registered charity number (if any)

5 2 2 4 6 5

HQ registration number

1 0 0 0 4 6 0 4

Charity's principal address

Wightman Hall

Stratford Road

West Bridgford, Nottingham

Postcode

N G 2 6 B A

Names of the charity trustees who manage the charity

	Trustee Name	Office (if any)	Dates acted if not for whole year
1	Justine Weston	Chair	
2	Clare Deeming	Treasurer	
3	Harriet Avison	Secretary	
4	Tim Kirby	Building Manager	
5	Ros	Keen	
6	Fiona Burrows	District Commission (acting GSL)	
7	Duncan	Hicks	
8			
9			
10			
11			
12			
13			
14			
15			

Names and addresses of advisers (optional information but encouraged as best practice)

Type of advisor	Name	Address

Section B**Structure, governance and management**

Description of the charity's trusts

Type of governing document

(e.g. trust deed, constitution)

The Group's governing documents are those of the The Scout Association. They consist of a Royal Charter, which in turn gives authority to the Bye Laws of the Association and The Policy, Organisation and Rules of The Scout Association.

How the charity is constituted

(e.g. trust, association, company)

The Group is a trust established under its rules which are common to all Scouts.

Trustee selection methods

(e.g. appointed by, elected by)

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

Additional governance issues (optional information but encouraged as best practice)

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

The Group is managed by the Group Executive Committee, the members of which are the 'Charity Trustees' of the Scout Group which is an educational charity. As charity trustees they are responsible for complying with legislation applicable to charities. This includes the registration, keeping proper accounts and making returns to the Charity Commission as appropriate.

Policies and procedures adopted for:
a) the induction and training of trustees;
b) trustee' consideration of major risks and the systems and procedures to manage them

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 once per term.

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 those who are elected.

Risk and Internal Control

The Group Executive Committee has identified the major risks to which they believe the Group is exposed, these have been reviewed and systems have been established to mitigate against them. The main areas of concern that have been identified are:

Damage to the building, property and equipment. The Group would request the use of buildings, property and equipment from neighbouring organisations such as the church, community centre and other Scout Groups. Similar reciprocal arrangements exist with these organisations. The Group has sufficient buildings and contents insurance in place to mitigate against permanent loss.

Injury to leaders, helpers, supporters and members. The Group through the capitation fees contributes to the Scout Associations national accident insurance policy. Risk Assessments are undertaken before all activities.

Reduced income from fund raising. The Group is primarily reliant upon income from subscriptions and fundraising. The group does hold a reserve to ensure the continuity of activities should there be a major reduction in income. The Committee could raise the value of subscriptions to increase the income to the group on an ongoing basis, either temporarily or permanently.

Reduction or loss of leaders. The group is totally reliant upon volunteers to run and administer the activities of the group. If there was a reduction in the number of leaders to an unacceptable level in a particular section or the group as a whole then there would have to be a contraction, consolidation or closure of a section. In the worst case scenario the complete closure of the Group.

Reduction or loss of members. The Group provides activities for all young people aged 6 to 18. If there was a reduction in membership in a particular section or the group as whole then there would have to be a contraction, consolidation or closure of a section. In the worst case scenario the complete closure of the Group.

The group has in place systems of internal controls that are designed to provide reasonable assurance against material mismanagement or loss, these include 2 signatories for all payments and a comprehensive insurance policies to ensure that insurable risks are covered.

Section C	Objectives and activities
Summary of the objects of the charity set out in its governing document	<p>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.</p> <p>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.</p> <p>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.</p>
Summary of the main activities in relation to these objects	
<p>Additional details of the objectives and activities (optional information but encouraged as best practice)</p> <p>You may choose to include further statements, where relevant, about:</p> <ul style="list-style-type: none"> • policy on grantmaking; • contribution made by volunteers; • policy on investments. 	
Public benefit statement	<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

The group continues to do well, with numbers strong in all sections and the sections enjoyed being back together after Covid-19 restrictions. Members have participated in numerous activities and gained a large number of badges during the year and enjoyed being able to camp again. The group is actively monitoring the leadership situation in all sections and encouraging parents of the younger sections to join the committee. Improvements to the scout hall included the installation of a Fire Alarm and emergency lighting. The Family get together event for the 2022 AGM proved very popular.

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 6 months running costs, circa £8000.

The Group held reserves of approximately £30000 against this at year end. This is above the level required for operating expenses. However this can be explained by the annual capitation being due in the next month.

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);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives

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.

The group's main source of income is through letting the headquarters during the daytime when the building is not in use for Scouting. A number of local community groups use the building. The group received a final Covid Business support grant from Rushcliffe Borough Council. The trustees supported the running of a Ukrainian group meeting for coffee and English lessons and received a grant from Notts County Council for this.

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)

Clare Deeming

Tim Kirby

Full name(s)

Clare Deeming

Tim Kirby

Position (eg Secretary, Chair)

Treasurer

Trustee

Date

1 7 0 9 2 3

1st/2nd WEST BRIDGFORD Scout Group

Receipts and Payments Account

Year start date

Year end date

For the year from	Jan-22	To	Dec-22
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Receipts and payments

	2022	2021
	Unrestricted funds	Unrestricted funds
	£	£
Receipts		
Donations, legacies and similar income		
Membership subscriptions	5,110	4,970
Less: Membership subscriptions paid on (National/County/Area/District)	- 2,980	- 3,120
Net membership subscriptions retained	2,131	1,850
Donations	120	870
Bank Apologies and Misc Sakes	109	-
Gift Aid	2,995	4,472
Sale of Canoes	1,600	2,660
Sub total	6,955	9,852
Grants		
Maintenence grant	-	-
Other grants (Covid-19)	4,667	16,335
Sub total	4,667	16,335
Building Rent		
Regular Users	11,413	4,585
Misc Bookings	4,075	1,650
Sub total	15,488	6,235
Fundraising (gross)		
Detail 1	-	-
Detail 2	-	-
Detail 3	-	-
Other fundraising activities	-	-
Sub total	-	-
Investment income		
Bank interest	-	-
Building Society interest	-	-
The Scout Association Short Term Investment Service	-	-
Property Rent income	-	-
Other investment income	-	-
Sub total	-	-
Total Gross Income	27,109	32,422
Asset and investment sales, etc.	-	-
Total receipts	27,109	32,422

1st/2nd WEST BRIDGFORD Scout Group

Receipts and Payments Account

Year start date

Year end date

For the year from	Jan-22	To	Dec-22
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Receipts and payments

	2022	2021
	Unrestricted funds	Unrestricted funds
	£	£
Payments		
Charitable Payments		
Youth programme and activities	1,867	1,516
Adult support and training	100	-
Rent	-	-
Water and Sewerage	912	611
Electricity and Gas	2,890	1,503
Insurance	1,605	1,560
Repairs and Renewals	7,477	5,772
Materials and equipment	553	852
Printing and photocopying	-	-
Contribution to camp costs	- 282	- 0
Uniforms	430	217
AGM and trustee expenses	1,959	594
Cleaner	3,120	3,120
Defibrillator	-	2,343
Other costs detail 3	-	-
Sub total	20,631	18,087
Fundraising expenses		
Detail 1	-	-
Detail 2	-	-
Detail 3	-	-
Other fundraising costs	-	-
Sub total	-	-
Total Gross Expenditure	20,631	18,087
Asset and investment purchases, etc.	-	-
Total payments	20,631	18,087
Net of receipts/(payments)	6,478	14,335
Cash funds last year end	40,007	25,671
Cash funds this year end	46,485	40,007

Statement of assets and liabilities at the end of the year

	2022	2021
	Unrestricted funds	Unrestricted funds
	£	£
Cash funds		
Bank current account Group	45,084	38,839
Bank current account Beavers	closed	closed
Bank current account Cubs	980	829
Bank current account Scouts	163	11
Bank deposit account	-	-
Building society account	-	-
The Scout Association Short Term Investment Service	-	-
Cash/Floats Group	38	123
Cash/Floats Beavers	149	132
Cash/Floats Cubs	25	25
Cash/Floats Scouts	46	46
Cash/Floats Explorers	-	-
Total cash funds	46,485	40,007
Other monetary assets		
Tax claim	-	-
Debts due from the County/Area/District/Group	-	-
Insurance claim	-	-
Sub total	-	-
Investment assets		
Investment property - detail	-	-
Quoted investments	-	-
Other investments - detail	-	-
Sub total	-	-
Non monetary assets for charity's own use		
Badge stock	-	-
Shop stock	-	-
Other stock	-	-
Land and buildings	220,313	212,863
Motor vehicles (Box trailer)	2,534	2,448
Scouting equipment, furniture etc	25,197	20,963
Other (Canoes staged payment from Hoveringham paid 2022)	-	1,600
Sub total	248,044	237,874
Liabilities		
Accounts not yet paid (Scouts - Ardeche)	-	-
Expenses incurred but not invoiced	-	-
Subscriptions not yet paid	-	-
Loan - detail	-	-
Other liabilities	-	-
Sub total	-	-

Contingent liabilities and future obligations

The above receipts and payments account and statement of assets and liabilities were approved by the Trustees on 13th June 2023 and signed on their behalf by

Signature
<i>Clare Deeming</i>
<i>Tim Kirby</i>

Print Name
CLARE DEEMING Treasurer
TIM KIRBY Trustee

**Scrutineer's Report to the Trustees of the
1st/2nd West Bridgford SCOUT GROUP**

I report on the accounts of the Group/District for the year ended December 2022

Respective responsibilities of Trustees and Scrutineer

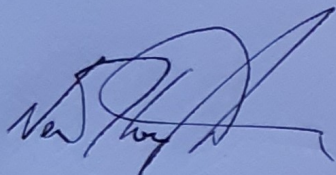
As the Group's/District's trustees you are responsible for the preparation of the accounts; you consider that neither the audit nor independent examination requirements of the Charities Act 2011 apply. It is my responsibility without carrying out an audit or independent examination to scrutinise the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



N. Coupland FCA DChA
RWB, Chartered Accountants
Nottingham

Date: 16/09/2023

**Scrutineer's Report to the Trustees of the
1st/2nd West Bridgford SCOUT GROUP**

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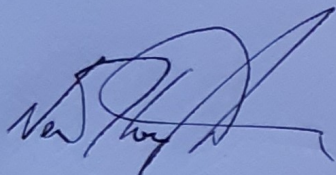
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