

Trustees Report & Accounts for the Year Ended 31st December 2020

89th Stoke-on-Trent & Newcastle Sea Scout Group

President:	Malcolm Smith	
Trustees ex officio:	David M. Smith Helen M. Brown Andrea K. Brashko	Group Scout Leader Treasurer (resigned 31 st Dec 2020) Secretary (resigned May 2020)
Trustees Self-Asserting Leaders:	Julie A. Hemmings Nicola D. Kenney Alexander Martin	Cub Leader Beaver Leader (Int.) Scout Leader
Trustees Co-opted:	Frank Lewis Paul D. Billington	Hon. Commodore
Trustees Nominated:	Adam. W. Whitehorn	
Advisor:	Joanne Belford	Accounts Scrutineer
Bankers:	Lloyds Bank plc	
Custodian Trustee:	Scout Association Trust Corporation (for both Rudyard and Hanford Sites)	
Scout Association Charity Registration No:	306101	
Charity Registration No:	524543	
Principal Address:	89 th City Sea Scout Group Diarmid Road Hanford Stoke-on-Trent Staffs ST4 4QL	
Contact:	David Smith 62 Keary Street Stoke-upon-Trent Staffs ST4 4AT	

Structure, Governance and Management

The Group's governing documents are those of 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. The Group is a Trust established under its rules, which are common to all Scouts. The Trustees are appointed in accordance with the Policy, Organisation and Rules of The Scout Association.

The Group is managed by the Group Executive Committee, members of which include 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 Group Executive Committee consists of 3 independent representatives, Chairperson, Treasurer and Secretary, together with the Group Scout Leader, individual Section Leaders and Parents' Representatives and meets every 2 or 3 months.

The 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 may 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 Association's 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 on-going 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 may be necessary.

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 may be necessary.

Objectives and Activities

The Purpose of Scouting - Scouting exists to actively engage and support young people in their personal development, empowering them to make a positive contribution to society.

The Values of Scouting - As Scouts we are guided by these values: Integrity - We act with integrity; we are honest, trustworthy and loyal. Respect - We have self-respect and respect for others. Care - We support others and take care of the world in which we live. Belief - We explore our faiths, beliefs and attitudes. Co-operation - We make a positive difference; we co-operate with others and make friends.

The Scout Method - Scouting takes place when young people in partnership with adults: work together based on the Values of Scouting and enjoy what they are doing and have fun; take part in activities indoors and outdoors; learn by doing; share in spiritual reflection; take responsibility and make choices; undertake new and challenging activities; make and live by their Promise.

Main Activities in Relation to These Objectives

The main activities carried out by the group are those expected of Sections in the Scout Association, namely training young people in skills and ways of conducting themselves to form mature and competent young people and ultimately well-rounded adults by various activities as are appropriate to the ages of the Sections. In the Beaver Section the activities are based on craft and play as well as outdoor activities at 'Sleepovers' and supervised water activities at our Rudyard training site. In the Cub Section activities include trips to local community sites such as Fire Stations, District camps activities with other Groups leading to improved tolerance and social skills. In the Scout Section these activities have included train trips, outdoor activities, camps at our Rudyard site and hikes and water expeditions.

Income is provided to support the above activities by Subscriptions (including Gift Aid) and Licensing of our Facilities at our Hanford Headquarters and Rudyard Training Sites.

Investment in our Hanford and Rudyard Sites is reviewed and overseen by our Executive Committee

with the primary aim to ensure the facilities meet our needs - enabling the delivery of the Scout Programme and additionally to continue to provide a revenue stream that further supports investment in the Scout Programme.

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.

Achievements and Performance

Despite the Coronavirus pandemic we have, maintained the Membership at an acceptable level and thereby able to maintain a feed from one Section to the next. Due to the nature of our Headquarters building and availability of Adult Leaders and supporters we have had to restrict the number of Members in Some of our Sections so that all can have an enjoyable, safe and meaningful meeting experience.

For A large period of 2020 Activities in all our sections were limited to online meetings only. When the rules allowed all of sections were able to meet face to face following an approved Covid-secure Risk Assessment - making use of the facilities at Hanford and Rudyard as described in the Annual Reports. Following an urgent review at the start of the pandemic - Investment continues to be made to improve the safety of our facilities at our Rudyard Training Site and Hanford Headquarters. We continue to regularly invest in the enhancement of both sites as supervised by our Executive Committee.

Further details are provided in Annual Reports provided at the Annual General Meeting.

Financial Review

Due to the pandemic 2020 saw a significant reduction in income from our Rudyard Training site, Hanford Headquarters and Subscriptions. This was more than offset by grants primarily from both Stoke-on-Trent City and Staffordshire Moorlands District Councils.

Our usual operational outgoings were reduced reflecting the lack of meetings and use of our facilities during 2020. After a formal review of the support available and expected outgoings over the next three years it was decided to continue with some pre-approved investments including a new roof at Hanford and safety and usability improvements to the external areas of the Rudyard Training Site.

We finished the year with a surplus roughly inline with 2019 of £3,500

Based on previous years - the Group has an annual running cost of around £14,500. And we remain committed to spending up to £2k per annum on safety and other improvements over the next few years; this will result in annual running costs of around £15/16K.

Reserves Policy

The Group's policy on reserves is to hold sufficient resources to continue the charitable activities of the Group for at least a year should income and fundraising activities fall short.

Our basic running costs are ~14/15K per annum. Given our current monetary assets and the optional suspension of further investments in the Group's infrastructure, we will be able to fund a further year's operation of the Group should it become necessary. This Policy will be reviewed during 2021.

Signed:

D. Smith
D. Smith

Date: 17/06/21 Role: GSL

F. Lewis

Date: 15/06/21 Role: Hon. Commandore

N.D. Kenney

Date: 15/06/21 Role: Beaver Leader

89th Stoke-on-Trent & Newcastle Sea Scout Group Accounts 2019 Income & Expenditure Statement

	2019	2020
Income		
Rudyard Income	4,119.53	1,825.00
Hanford Income	7,115.50	1,045.00
Subscriptions	7,273.70	3,019.01
Less Subscription paid on to District	(2,693.20)	(2,700.00)
Gift Aid	1,388.73	0.00
Donations	155.00	10.00
Grants Received	0.00	24,569.00
Group Social Activity Income	315.90	0.00
Uniform & Investiture Income	186.00	58.00
Scout Camp & Activity Income	3,774.02	0.00
Activity Receipts	387.00	0.00
Miscellaneous Income	410.27	0.00
Boats Income	74.00	0.00
Total Income	22,506.85	27,826.01

Expenditure	2019	2020
Group Social Activity Expenses	70.00	0.00
Beaver Expenses	266.16	36.11
Cub Expenses	136.21	0.00
Scout Expenses	373.17	24.97
Group Equipment Maintenance	161.89	45.35
Badge Purchases	335.82	257.76
Uniform & Investiture Expenses	4.00	46.00
Internet Fees	338.74	162.61
Training	50.00	0.00
Scout Camp & Activity Expenses	4,968.77	105.00
Activities	187.55	0.00
Miscellaneous Expenses	149.94	0.00
Hanford Water Rates	277.88	401.87
Hanford Electricity	361.29	974.16
Hanford Gas	1,013.98	0.00
Hanford Buildings Insurance	660.15	825.66
Hanford Safety Expenses	78.00	961.14
Hanford Maintenance	114.12	10,652.35
Hanford Miscellaneous Expenses	528.71	48.14
Rudyard General Rates	257.04	0.00
Rudyard Water Rates	166.81	119.99
Rudyard Electricity	390.87	58.68
Rudyard LPG Gas	480.00	160.00
Rudyard Buildings Insurance	1,094.13	1,144.38
Rudyard Safety Expenses	174.00	190.66
Rudyard Travel Expenses	452.24	280.80
Rudyard Maintenance	700.77	5,043.32
Rudyard Legal Fees	0.00	1028.00
Rudyard Miscellaneous Expenses	36.67	100.98
Rudyard Boat Fees	400.00	0.00
Boat Maintenance	667.37	0.00
Boat Insurance	1,227.78	1,150.10
Personal Injury Insurance	236.54	98.00
Equipment – Boats	716.96	0.00
Equipment – Other	1,883.99	393.25
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Total Expenditure	18,961.55	24,309.28
Surplus(Deficit)	3,545.30	3,516.73

Monetary Assets

Opening Old Group Account
Opening New Group Account

Opening Monetary Total

Closing Old Group Account
Closing New Group Account

Closing Monetary Total

Surplus/(Deficit)

Property Assets

Kudyard Buildings

Hanford Buildings

Boats

Furniture & Scouting Kit (both sites)

Total Property Assets

2019

6,331.43

23,570.35

29,901.78

1,032.43

32,743.02

35,274.29

3,545.30

Insurance Values in 2019

161,000.00

103,000.00

36,000.00

28,600.00

328,600.00

1,032.43

32,743.03

33,775.46

CLOSED

37,292.19

37,292.19

3,516.73

Insurance Values in 2020

161,000.00

99,000.00

27,000.00

24,000.00

311,000.00