

Trustees Report & Accounts for the Year Ended 31st December 2021

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

President:	Malcolm Smith	
Trustees ex officio:	David M. Smith	Group Scout Leader
Trustees		
Self-Asserting Leaders:	Nicola D. Kenney	Beaver Leader
	Julie A. Hemmings	Cub Leader
	Alexander Martin	(Jnt.) Scout Leader
	Hannah Marshall	Explorer leader (partnership agreement)
Trustees Co-opted:	Frank Lewis	Hon. Commodore
	Paul D. Billington	Vice-Chairman
Trustees Nominated:	Adam. W. Whitehorn	
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 impact of 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. At the start of 2021 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. We were able to undertake the first nights away during the later part of the year.

Following the 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

As we were gradually able to restart activities - 2021 saw increased income from our Rudyard Site and roughly the same levels from our HQ, with a slight increase from membership fees, however all three remained depressed compared with 2019. Fortunately, once again, this was more than offset by grants from both Stoke-on-Trent City and Staffordshire Moorlands District Councils, increasing in 2021 to £33,604 (compared with £24,569 in 2020)

Our usual operational outgoings were reduced reflecting the lack of meetings and use of our facilities during 2021. After a formal review of the support available and expected outgoings over the next three years it was decided to continue to invest in our properties and equipment as per previous years.

Excluding the impact of the grants we finished the year with a small operational deficit of £1,372 - this reflects the continued investment in our assets despite their reduced income. Overall we finished the year with a £32,321 surplus and cash assets of nearly £70,000.

Based on previous years - the Group has an annual running cost of around £12,500. 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 £14/15K.

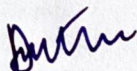
During 2023, we aim to undertake a review of our priorities and develop an investment plan to reduce our cash assets to be more inline with our stated reserves policy.

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 2023.

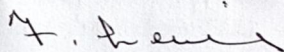
Signed:



Name: David Smith

Date: 7th June 2022

Role: GSL



Name: Frank Lewis

Date: 7th June 2022

Role: Hon. Commadore



Name: Alex Martin

Date: 7th June 2022

Role: Jnt Scout Leader

89th Stoke-on-Trent & Newcastle Sea Scout Group Accounts 2021
Income & Expenditure Statement

Introduction

The income and expenditure for 2021 is stated below, this has been compared to the previous year 2020 which was also a very unusual year. A comparison to 2019, the latest "standard" year is therefore also included.

During 2021 we implemented a new accounting system (provided by Online Scout Manager) – we therefore took an opportunity to update our "chart of Accounts" – i.e. the categories you see listed below. 2019 and 2020 have therefore been restated using the updated Account descriptions.

	2019	2020	2021
Income			
Rudyard Site - Fees	4,119.53	1,825.00	2,256.75
Hanford HQ - Fees	7,115.50	1,045.00	895.00
Membership Fees	7,273.70	3,019.01	3,912.23
Less Fees paid to District	(2,693.20)	(2,700.00)	(1,672.00)
Grants	-	24,569.00	33,604.21
Donation	155.00	10.00	250.00
Events	315.90	-	550.00
Events - Explorers	-	-	31.50
Events - Scouts	4,161.02	-	-
Gift Aid	1,388.73	-	1,443.30
Other Income	414.67	-	125.80
Uniform and Grp Clothing	182.00	58.00	153.00
Boat Launch Fees (RLL)	74.00	-	35.00
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Total Income	22,506.85	27,826.01	41,584.79
Expenditure	2019	2020	2021
Activity Equipment	161.89	45.35	103.64
Badges	335.82	257.76	251.22
Boating Equipment	1,384.33	-	444.36
Camping Equipment	1,094.99	393.25	46.97
Comms and Technology	-	-	113.23
Events	640.00	-	1,219.00
Events - Explorers	-	-	57.00
Events - Scouts	5,355.33	105.00	15.00
Hanford HQ - Maintenance	114.12	10,652.35	92.36
Hanford HQ - Safety	78.00	961.14	182.00
Hanford HQ - Utilities	1,991.89	1,538.64	1,433.08
Hanford HQ - Other Expenses	528.71	48.14	-
Insurance	3,218.60	3,218.14	3,157.44

Meetings - Beavers	266.16	36.11	278.02
Meetings - Cubs	136.21	-	150.86
Meetings - Explorers	-	-	118.97
Meetings - Scouts	373.17	24.97	70.29
Membership Costs	-	-	112.25
Rudyard Site - Maintenance	1,153.01	5,324.12	1,074.71
Rudyard Site - Safety	174.00	190.66	227.69
Rudyard Site - Utilities	1,077.68	338.67	57.14
Rudyard Site - Rates	257.04	-	-
Rudyard Site - Other Expenses	36.67	1,128.98	
Training	50.00	-	80.00
Uniform and Group Clothing	-	46.00	68.25
Boat Launch Fees (RLL)	400.00	-	
Other	133.93	-	

Total Expenditure	18961.55	24309.28	9353.48
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Surplus(Deficit)	3545.30	3516.73	32231.31
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Summary of Assets:

Monetary Assets	2019	2020	2021
Opening New Group Account	30230.16	33775.46	37,292.19
Closing New Group Account	33775.46	37292.19	69,523.50
Surplus/(Deficit)	3545.30	3516.73	32231.31

Property Assets (insurance Values)

Rudyard Buildings	161,000.00	161,000.00	166,351.00
Hanford Buildings	103,000.00	99,000.00	102,650.00
Boats	36,000.00	27,000.00	23,000.00
Furniture & Scouting Kit (both sites)	28,600.00	24,000.00	29,900.00
Total Property Assets	328,600.00	311,000.00	321,901.00