

# Trustees Report & Accounts for the Year Ended 31<sup>st</sup> December 2023

## 89<sup>th</sup> Stoke-on-Trent & Newcastle Sea Scout Group

President:	Malcolm Smith	
Trustees ex officio:	David M. Smith	Group Scout Leader/Lead Volunteer
Trustees Self-Asserting Leaders:	Nicola D. Kenney Julie A. Hemmings Alexander Martin	Beaver Leader Cub Leader (Jnt.) Scout Leader
Trustees Elected	Ben Upson Adam Marshall Paul Billington	Treasurer  (Vice-Chairman)
Trustees Co-opted:	Frank Lewis	Hon. Commodore
Trustees Nominated:	Georgia Bratt	(Jnt) Scout Leader
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 <sup>th</sup> 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 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.

The Trustee Board consists of the Vice-Chair(as appointed by the Trustee board), Treasurer and 8 Trustees (including 1 Ex Officio Trustees, and 1 co-opted Trustees and 1 nominted by the Group lead Volunteer) and meets approx. every 2 months. The Chair position was vacant though out the year. The chairmanship was covered by the Group Lead Volunteer and Vice-chair

Members of the Trustee Board complete Being a Scouts Trustee learning within the first 6 months of joining the Board.

This Group Trustee Board exists to make sure the charity is well-managed, risks are assessed and mitigated, buildings and equipment are in good working order, and everyone follows legal requirements and the organisation's policies and rules. Their support helps other volunteers run high-quality and safe programmes that gives young people skills for life.

## 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. In the event of any of the foregoing, 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

All of our sections have delivered a robust programme throughout 2023, ensuring all our young people have the opportunity to complete their core badges and undertake a number of camping experiences. We were able to increase the overall membership of the group by 3% during the year and continue to be able to maintain a feed from one section to the next.

All our sections were able to make use of the facilities at our Rudyard Training Site and Hanford Headquarters.

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

2023 saw an increase in all our core income streams - with an increase in membership, resulting in improved receipts from members, both additional regular and occasional licensee of HQ resulted in a near doubling of income from our Hanford property, whilst the increase in fees offset a small reduction in the number of hirers at our Rudyard Properties.

Following the support from our local councils with the covid grants - we were able to invest in a new Treatment plant at Rudyard - the most significant investment we have made for around 25 years. We also continued our investment program at our Hanford property - purchasing new tables and chairs and building a new external wall.

Whilst our utility costs remained in-line with 2022, our insurance costs continue to rise.

We remain committed to spending up to £2k per annum on safety and other improvements over the next few years



During 2024, 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.

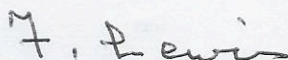
Our basic running costs are ~14/15K per annum. Given our current monetary assets and the optional suspension of further investments in the Group's infrastructure, we will be able to fund a further year's operation of the Group should it become necessary. This Policy will be reviewed during 2023.

Signed:



Date: 2<sup>nd</sup> June 2024

Role: Group Lead Volunteer



Date: 2<sup>nd</sup> Oct. 2024

Role: TRUSTEE



**89<sup>th</sup> Stoke-on-Trent & Newcastle Sea Scout Group Accounts 2023**  
**Income & Expenditure Statement**

Income	2023	2022
Boat Launch Fees (RLL)	20.00 ✓	141.00
Less Fees Paid to RLL	0.00	(250.00)
Donation	25.02 ✓	1,418.02
Events	245.00 ✓	0.00
Events - Explorers	10.51 ✓	0.00
Gift Aid	1,396.37 ✓	775.38
Grants	1,500.00 ✓	5,334.00
Hanford HQ - Fees	10,806.14 ✓	5,874.00
Membership Fees	7,944.91 ✓	6,435.00
Less Mem Fees Paid to District	(2,464.00)	(2,677.50)
Other Income	369.65 ✓	0.00
Rudyard Site - Fees	5,770.00 ✓	5,396.00
Social Activities - Fees	318.00 ✓	479.89
Uniform and Grp Clothing	72.00 ✓	91.00
	-----	-----
<b>Total Income</b>	<b>26,013.60</b>	<b>23,016.79</b>
<b>Expenditure</b>	<b>2023</b>	<b>2022</b>
Activity Equipment	103.64	98.00
Activity Equipment	5,862.30	98.00
Badges	534.79	513.29
Boating Equipment	189.33	1,118.51
Camping Equipment	230.00	0.00
Communication and Technology	307.16	1.56
Events	300.00	59.97
Events - Beavers	47.92	26.05
Events - Explorers	7.33	0.00
Events - Scouts	0.00	36.94
Hanford HQ - Maintenance	1,133.56	298.50
Hanford HQ - Other Expenses	6,922.91	30.00
Hanford HQ - Safety	84.98	133.50
Hanford HQ - Utilities	3,105.97	3,276.75
Insurance	3,334.88	2,990.51
Meetings - Beavers	259.29	174.20
Meetings - Cubs	22.31	0.00
Meetings - Explorers	729.62	130.99
Meetings - Scouts	490.04	367.29
Membership Costs	343.26	241.48
Other Expenses	15.86	50.90
Rudyard Site - Maintenance	23,515.99	3,905.36



Rudyard Site - Other Expenses	30.00	12.90
Rudyard Site - Safety	604.85	3,138.90
Rudyard Site - Utilities	1,634.79	1,650.16
Training	180.00	160.00

	-----	-----
<b>Total Expenditure</b>	<b>49,887.14</b>	<b>18,415.76</b>

<b>Surplus(Deficit)</b>	<b>(23,873.54)</b>	<b>4601.03</b>
-------------------------	--------------------	----------------

**Summary of Assets:**

<b>Monetary Assets</b>	<b>2023</b>	<b>2022</b>
------------------------	-------------	-------------

Opening New Group Account	74,12.53	69,526.50
Closing New Group Account	50,250.99	74,124.53

	-----	-----
<b>Surplus/(Deficit)</b>	<b>(23,873.54)</b>	<b>4601.03</b>

**Property Assets (insurance Values)**

Rudyard Buildings	166,351.00	166,351.00
Hanford Buildings	102,650.00	102,650.00
Boats	23,000.00	23,000.00
Furniture & Scouting Kit (both sites)	29,900.00	29,900.00

	-----	-----
<b>Total Property Assets</b>	<b>321,901.00</b>	<b>321,901.00</b>





**Scrutineer's Report to the Trustees of the 89<sup>th</sup> Stoke-on-Trent and Newcastle  
Sea Scout Group Council**

I report on the Accounts of the Group the year ended 31<sup>st</sup> December 2023.

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 (given in Chapter 5 of the Policy, Organisation and Rules of the Scout Association), I have scrutinised the records and the accounts set out overleaf.

Scrutineer's Statement

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

Signed:



Date: 25 September 2024

Name: Joanne Belford

Address: 4 Linnet Close

Newcastle Under Lyme

Staffordshire

ST5 6BQ