



Scouts

86th Coventry

Annual Report and Accounts

2023/24

For the year ended 31st March 2024

Contents

Agenda

The Volunteers

Group Scout Leader's Report

Beaver's Report

Cub's Report

Scout's Report

Treasurer's Report
Balance Sheet

Previous AGM minutes

Constitution

Registered Charity

86th Coventry Scout Group
524580



facebook.com/86thcoventryscouts

The Team

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Team Cubs
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Team Scouts
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Matthew Rees

Elliott Slingsby
Marissa Morgan
Ashley Edwards
Andrew Lancaster
Pete Bates
Keeleigh (Young Leader)
Sammie (Young Leader)

Matthew Rees
Malcolm Vanston-Rumney
Ashley Edwards
Emma Taylor-Smith
Chloe Bates
Arun (Young Leader)
Keeleigh (Young Leader)

Jenna Bottomley
Carol Pridmore
Zoe Lancaster
Alison Russon
Kyle Ward
Beth Parkes
Jenny (Young Leader)

The Trustee Board

Chairperson
chairperson@86thscouts.co.uk

Group Scout Leader
glv@86thscouts.co.uk

Treasurer
treasurer@86thscouts.co.uk

Beaver Scout Leader

Scout Leader

Elected Members (3)

Nominated Members (3)

Carol Pridmore

Matthew Rees

Malcolm Vanston-Rumney + Ellis Bonser

Elliott Slingsby

Jenna Bottomley

None
These positions are normally held by parents. If you're interested, get in touch.

Carol Slingsby
Graham Slingsby

Annual General Meeting Agenda

1. Welcome
 - a. Safety
 - b. Introduction of Trustees
2. Apologies
3. Adoption of 2023 AGM minutes
4. Chairperson's Report – Carol Pridmore
5. Group Lead Volunteer's Report
 - a. Any questions?
6. Section Reports
 - a. Any questions?
7. Presentation of Balance Sheet and Treasurer's Report
 - a. Any questions?
8. Nomination of 2024/2025 scrutineer/auditor.
9. Trustee Board's nomination of executive officers
 - a. Chairman
 - b. Treasurer
10. Trustee Board's nomination of other Trustees
11. Admin Tasks
 - a. Adoption of new Constitution
 - b. Financial Year dates
 - c. Max Trustee Board members (12) currently 8
 - d. Quorum for future meetings
12. Presentation of Awards and Investitures

Group Lead Volunteer's Report



Welcome to our AGM.

This booklet contains the reports from all areas of our Scout Group with a brief outline of the group's activities over the year.

All of our sections are providing excellent and busy programs, with all sections taking part in one or more of these camps.

Over the last year, it has been great to welcome new volunteers to our Scout Group. Pete (Wolf) and Sammie (Sparrow) to the Beavers section and Beth to our Scouts section. Also 2 of our of Young Leaders turned 18, Kyle has become a leader with the Scouts section and Drew a leader with the Beavers section. We also recruited a new Treasurer to our Trustee Board, Ellis.

Due to the continued success of our sections we are asking for more volunteers. There are many ways that you can assist the Scout Group from helping on a Beaver, Cub or Scout night to helping with odd jobs around the building.

Current odd jobs include replacing a tap in the boys toilets and replacing a light in one of the out buildings.

Maybe you're good with spreadsheets and can help with the annual Gift Aid reclaim or you can help update our website.

No commitment, you can help as little or as often as you would like.

This invite also goes out to Aunts, Uncles, Grandparents, neighbours, please pass the word around.

The rewards are priceless, great fun, a sense of achievement and knowing that you are giving something back to your local community. It also looks good on a CV.

If you're interested in volunteering or just want to chat about the idea of volunteering, give me a shout, drop me a text or send me an email (details below).

The year ahead will see changes with many of our volunteering titles being changed. The aim of this is to make Scouting more understandable to those outside of Scouting.

The Group's activities wouldn't be possible without the support of the adult, young leader and parent helpers who generously give up so much time, and also our Trustee Board members. I'd like to offer the Group's thanks to all of them, but note that we do need some 'new blood' on the Trustee Board.

Yours in Scouting

Matthew Rees

Group Lead Volunteer

glv@86thscouts.co.uk

07855 263633



Section Report

The Beaver Colony has had a very good year doing some different activities as well as some classic activities. We Currently have 12 Beavers. I would like to thank my Leaders Badger (Marissa), Lizard (Ashley), Moose (Drew) and the YL Robin (Keeleigh) and for keeping me organised and putting in a lot of new ideas. I would also like to thank and welcome Wolf (Pete) and Sparrow (Sammie) I am sure the Beavers and parents will join me in thanking them. If anyone wants to help please talk to me at the end.

This year we have tried to do a well balanced programme with lots of different Badges, learning about the community by visiting the local fire station and getting to play with the hose. To learning about safety in and outside the house.

Would also like to give a special congratulations that have been awarded the Bronze chief scout award.

During the year we have had a few Beavers go up to cubs and we hope that they still enjoying Cubs and all the new activities they are doing.

Don't forget if you know anyone that wants to join please bring him or her along to join in the fun.

Yours in Scouting

Elliott (Otter)

Beaver Leader



Section Report

I love writing these reports, it's an opportunity to look back on the year to see what we did and that the Cubs accomplished.

We kicked off the year with a follow-up on the Cubs Personal Challenges. This badge is comprised of 2 challenges, 1 set by a leader and 1 set by themselves.

Later in April we held a Pack Forum with the Cubs. A pack forum is a planning session held with the Cubs that gives the Cubs a voice in the planning of the programme and activities.
#YouthLedScouting

In May it was the King's Coronation, so we held a party.

We also covered Emergency Aid badge with the Cubs learning how to deal with an unconscious casualty and the 5 priorities to their treatment, Danger, Response, Airway, Breathing and Circulation (DR ABC). Also learning that by simply tilting the head of an unconscious casualty back can save their life.

Astronomers badge was up next. We attempted to create a scale model of our Solar System. One end of Oldham Avenue was the Sun, Jupiter was at Hocking Road and Pluto was somewhere near the city centre.

In June we had the annual Water Weekend Camp in Meriden where the cubs were able to experience kayaking, canoeing, rafting, rowing amongst other activities.

We squeezed in a visit to Binley Fire Station, the Cubs learnt about Danger in the home and the importance of escape plans for their home. The fire engines were called out while we were there but fortunately 1 returned at the end of the night and they got the hoses out.

And at the end of June, we had the Sport Day competition at the 31st Scout HQ in Wolston. While participating in the sports day they also completed their Athletes badge.

In July we had planned to walk the Sowe Valley foot path from Risen Christ Church to Stoke Floods. The weather forecast didn't look great, so we cancelled it. The weather that evening was glorious.

And then before the summer break we arranged to do orienteering at Ryon Pools Country Park.

After the Summer Break we started back in September.

The first thing we did was go to Coombe for more orienteering fun.

We started the Digital Citizen badge where the Cubs used laptops and tablets to look up facts about capital cities of the world.

Activities in October were varied and covered many badges themes.

Learning about our bodies with circuits and exercise.

The old cubs taught the younger cubs some Makaton

At the end of October was Halloween. Malcolm went shopping for 20 pumpkins. Somebody must have thought he was panic buying 😊.

November's programme was equally mixed with the Cubs making Morse Code transmitters and then sending wireless messages to each other across the grounds.

and something crafty, we painted pictures on beach stones (imported from Lyme Regis)

In November we visited Warwick University for both of their Christmas Science Lecture evenings.

And for our final meeting of 2023 we descended on Laser Quest in the City Centre for a few games.

The cubs had some homework over Christmas to make a sponge character and take photos of their character in the local area. We even had some stop motion videos.

After Christmas the Cubs and Leaders worked together to generate a "Code of Conduct", how we all expect to act and behave.

In January we celebrated Burns night, the cubs learnt about Robert Burns, piped the Haggis and even had a traditional Burns Supper. Many Cubs tried the Haggis, not many didn't like it. Many Personal Challenges were earned that night!!

February brought Shrove Tuesday which meant Pancake Day. 30+ pancakes, 4 groups, 5+ toppings. I'm still full! 😊

For the rest of February, the cubs worked towards their Scientist badge. One activity was a taste test between healthy and less healthy options of the same food. Spoiler alert, healthy options won!

And for our final meeting before Easter, we bought lots and lots of Chocolate Mini eggs. Oh, and we made Easter baskets to hold them.

Thanks for reaching the end. I'm sure you'll agree the leadership team have provided an excellent and varied programme over the year!

Yours In Scouting

Matt

Cub Scout Leader

SCOUTS

Section Report

What another fantastic year the Scouts have had! We currently have 24 Scouts on roll - the most we have ever had! Having such a big group means we are able to do some more exciting activities and camps. We have been planning our first big camp away to PGL this year for October half term and we have been busy fundraising for it, it's very exciting!

We started this year off preparing for and attending the annual Water weekend camp! We had much better weather this year on camp and the scouts worked together really well to build a safe and secure raft which made its way around the lake on Sunday in the raft race. The scouts also had great fun on the water and land in their activities on Saturday. The leaders also had some great fun on the inflatable! Carol also received her 15 years of service award which is an amazing achievement!

After the excitement of camp, we got back to badge work. We worked towards the World Challenge badge and focused on the gender and disability part. We learned some sign language and makaton and the Scouts were really enthusiastic, with some of them teaching us some more than we had planned! We then carried on with the geocaching badge at the memorial park and found 5 caches! Some were very difficult to find, but we had a really enjoyable and curious evening!

We finished the summer term celebrating American Independence Day with fire building and s'mores and our traditional water fight the following week.

The start of the Autumn term started with Kyle sharing his experience of going to the Jamboree in Korea over the summer. The Scouts were very curious and had lots of questions, and hopefully sparked their interest for the next one in 2027! The next week we reviewed our code of conduct and reflected on Scouting values, and why each of us attend Scouts.

We then had some orienteering fun at Coombe Abbey, however it got very dark very quickly so this is something we are planning to do when we have the lighter nights this summer! The next few weeks consisted of lots of team building activities, more work on the World Challenge badge, and making some geocaches ready for our upcoming camp.

At the end of October we went to Rough Close for the weekend where we completed a lot of badge work! We finished the geocaching badge by hiding caches and making cryptic clues for the other groups to find. We then joined the Jota Joti online Jamboree in the afternoon which contributed to our World Challenge badge, followed by some archery. We finished Saturday off with a glow in the dark hoopla which turned into an impromptu disco - it was great fun! On Sunday we made a treasure hunt which the Scouts absolutely loved and brought out their competitive sides!

Back to normality, we worked on the communicator badge and circus skills badge. We had Andy visit and teach some circus skills, such as juggling and the diablo - some brave Scouts even had a go on the unicycle!

We had a couple of weeks of firsts for our group, one was some leaflet dropping for our fundraising event and the second was tie-dying where the Scouts were able to decorate a tote bag with dyes. We also attended the City's Remembrance Parade at the Memorial Park, we had a really good turn out from everyone. At the start of December, Santa paid us a visit! We held our first fundraising event for our PGL trip. We had Santa's grotto, tombola, splat the rat and some axe throwing outside. It was a really successful day where we raised just under £450!

It was then time for our traditional and long-awaited Christmas camp! The Scouts dressed to impress for our full Christmas dinner, played traditional Christmas games and went to town to buy secret Santa gifts. Congratulations to Isaac's family who won our Christmas raffle hamper! We finished the year off with some fun making chocolate logs and a trip to laser quest before breaking up for Christmas.

In the new year we started with another renewal of the code of conduct as we had an influx of new Scouts! We started the personal challenge badge, and also completed the artist badge and global issues badge. Scouts learned all about sporting events, education, rights and disasters in local and global areas. It was a really interesting night where Scouts in groups used their researching skills to make a poster of their issue and then presented their findings to the rest of the troop.

The next couple of weeks before half term included a recap of first aid and part of our skills challenge badge learning about the dangers of smoking, drugs and alcohol.

After half term we did the new You Shaped badge in which Scouts discussed what they would like to change, improve or deliver. We asked Scouts to write each of these ideas on some paper, they then scrunched them into balls and threw them across the room for us to read out. We then took these ideas to our planning meeting for the summer term!

At the end of February, we had our second fundraiser - quiz night! This was a really successful evening, we ran a raffle and I braved the microphone and hosted the evening! We raised a further £275 towards PGL!

We had a visit from Impact TaeKwon-Do Coventry where we had an introduction to TaeKwon-Do. It was an awesome night, the Scouts worked really hard and were very enthusiastic! We were then treated to a demonstration from Thomas who broke 2 boards!

Towards the end of the term we revisited what we had learned over the last term as well as finishing the personal challenge.

During Easter break, the leader team used the Scout's ideas from the You Shape badge to plan the Summer term. We started off with the fundraising badge where we updated our fundraising funnel, and did some games of Kahoot around Scouting fundamentals. The Scouts learned a lot about what Scouting is and where it came from originally.

The next week we had a visit from Krish who taught the Scouts how to whittle - most of them using a knife for the first time! They all made a butter knife from a stick. We also had some fire lighting outside where most Scouts used a flint and steel for the first time too! Of course s'mores were involved!

The last few nights of the year involved preparing for camp. We did a menu taster night where each leader made a meal and Scouts voted for what they wanted - Carol's sweet and sour won! The next week was teaching Scouts to put up tents, a very 'in-tents' night if you will! We have had many new Scouts join so it was a great opportunity for our Senior Patrol Leader, Patrol Leaders and Assistant Patrol leaders to lead and teach the younger Scouts.

We were told some unfortunate news a couple of weeks before camp that Rough Close was shut due to weather conditions. We decided to still run camp but at our HQ instead, and the Scouts still stayed in tents. It wasn't the camp we originally planned but we still had a great time. Instead of the Big walk, we volunteered at St Mary's Church to clear the garden to contribute towards our World Challenge badge. (This day has now meant that Louis our Senior Patrol Leader has earned his Gold Chief Scout Award - Congratulations!) Tasks at the Church included scraping moss from a path, window cleaning, clearing dead grass, weeding and creating an outdoor seated area. The Scouts threw themselves straight in and were so resilient. We were then treated to a lovely act of kindness in the form of ice lollies from a woman driving by who saw us working hard in the sun! We then walked back to the hut and later used our new saws to cut up some wood for our fire. A few of us stayed up and saw the Northern Lights - what a treat!

We still have Water Weekend and another half term full of activities planned before the summer break. We have had a lot of visits from outside companies this year to whom we are very grateful for! Thank you to all the Scouts for your levels of enthusiasm and resilience this year - it is shown with the 200 badges we have handed out this year!

I would like to take this time to thank my amazing leadership team Carol, Alison, Zoe, Kyle, Beth and Jenny for their hard work and commitments to our section and for supporting me in my first year as Section Leader! We can't wait to see what next year will bring!

Yours in Scouting,

Jenna Bottomley

Section Leader for Scouts

Treasurer's Report

Hello everyone,

For those who don't know me, my name is Ellis and I have recently volunteered to take over from Malcolm as the Treasurer of the 86th Scout Group. I have been in scouting since the age of 8 and have been a leader since I turned 18. This is my first time being a treasurer, but I have been taking lots of advice and support from Malcolm, Matt and the rest of the leaders within the group and I am looking forward to helping support this Scout Group and helping them maintain their finances.

Since October I have been getting to grips with the Group, and each section, their accounts and financial status. The group and sections are in a very healthy state and there is not much cause for concern at this stage.

One of the items that I was tasked to do is to set up finance policies, to make sure that the group keep a healthy balance and comply with the rules set out in POR. I have created a finance policy, that ensures every leader of this group make sure that every leader does things correctly. A reserves policy, to make sure that the group maintains a healthy savings account, in case of any unforeseen circumstances. And a hardship fund policy, to help support any parents/guardians of young people that may be struggling with the cost of living, or any other financial difficulties.

We have kept a steady income from the playgroup that have been renting out the hut and have had a few expenses with buying new equipment for the group as well. Overall though the group are in a good position financially.

During this time of transition, we have set up new NatWest accounts that provided the group with better clarity and transparency with what each section has in their accounts.

Over the next year we will be setting up a savings account within NatWest and look at moving every section account into NatWest. By moving most of the group, and section accounts into NatWest everything will be easier to track and monitor.

I am looking forward to implementing these improvements to an otherwise well-functioning group and helping them support their vision of providing life skills and fantastic opportunities to young people.

Ellis Bonser
Treasurer

Annual General Meeting Minutes, 22 JUN 2023

Attendees

Matthew Rees (Group Scout Leader, GSL)
Carol Pridmore (Group Chairperson)
Malcolm Vanston Rumney (Treasurer)

Carol Slingsby (Executive member)
Graham Slingsby (Executive member)

Ashley Edwards (Cubs)
Elliot Slingsby (Beavers)
Marissa Morgan (Beavers)
Michelle Coleman (Beavers)
Jenna Bottomley (Scouts)
Zoe Lancaster (Scouts)
Alison Russon (Scouts)

Keeleigh (Cubs)
Arun (Cubs)

Andy Morgan (District Commissioner)

1. Apologies

Apologies were received from
Emma Taylor Smith (Cubs)
Drew Lancaster (Beavers)

2. Welcome and Chairpersons Report – Carol Pridmore

Carol Pridmore opened the meeting and welcomed everyone.

The chairperson gave an account of the year, thanking leaders for their hard work and commitment whilst also emphasizing the need for parental support with work around the HQ and fundraising. Carol also encouraged everybody to spread the word about the 86th to offer Scouting to even more young people.

Carol also requests that anyone has access to a grant, perhaps an employee scheme, then we'd be grateful.

No questions received.

3. Group Scout Leaders Report – Matthew Rees

Refer to written report. No questions received.

4. Section Reports

Refer to written reports. No questions received.

5. Presentation of Balance Sheet and Treasurer's Report.

Refer to written report, balance sheet and budget. No questions received.
All documents were accepted.

6. Nomination of 2024/2025 scrutiniser/auditor.

Adrian Williams (2023/2024 Scrutineer) has volunteered to scrutinise the 2024/2025 accounts. No objections. Accepted.

7. Group Scout Leader nomination of executive officers

Matthew Rees nominated the following people for the following positions.

- Chairman – Carol Pridmore
- Treasurer – Malcolm Vanston Rumney

There were no objections to the nominations.

The Ex-Officio Members of the Executive Committee are therefore.

- Chairman – Carol Pridmore
- Treasurer – Malcolm Vanston Rumney

8. Election of executive officers (3)

There were 3 volunteers for the executive committee.

- Carol Slingsby (Executive member)
- Graham Slingsby (Executive member)

As there were less than 4 volunteers, elections were not necessary.

9. Group Scout Leader nomination of other executive officers

The Group Scout Leader is entitled to nominate people that they feel would be worthwhile members on the committee.

No people were nominated

10. Section Leaders invited to join Trustee Board

The following section leaders were invited to continue as members of the executive committee.

- Elliott Slingsby, Beaver Scout Leader – Accepted
- Jenna Bottomley, Scout Leader – Accepted

11. Presentation of Awards and Investitures

Awards were presented to the members of the beaver, cubs and scouts sections.

Service Awards were also presented to the Leaders.

12. A Few Words...

Our Guests, Andy Morgan, said a few words of praise to the Beaver, Cubs and Scouts.

Constitution

of the

86th Coventry Scout Group

City of Coventry Scout County, Caludon District

Version 4

Approved by

Group Lead Volunteer

Chair Person

Matthew Rees

Carol Pridmore

Date _____

Contents

2.	Amendment Record	2
3.	Constitution for a Scout Group	3
1.	Preamble	3
2.	Charitable objects	3
3.	The Group Scout Council and the Group Trustee Board.....	3
4.	The Group Scout Council – membership	4
5.	Group Scout Council – Annual General Meeting	6
6.	Group Trustee Board - purpose SV.....	8
7.	Group Trustee Board - membership SV	11
8.	Group Scout Council - Conduct of meetings.....	14
9.	Group Trustee Board - Conduct of meetings	15

Amendment Record

Version	Date	Description
1	25th April 2012	First Version issued as a preview
2	24th May 2012	Version adopted at AGM
3	5th Jan 2023	Change of Group Scout Leader Updated sections 6.3, 11.5, 11.8
4	26 th Jun 2024	Adoption of the Scout Association standard constitution from Policy, Organisation and Rules (POR) March 2024 release.

Constitution for a Scout Group

1. Preamble

This constitution describes the role, membership and operation of the Group Scout Council, and the Group Trustee Board.

In the interest of openness, especially for new members of the Group Scout Council, the Group Scout Council should re-adopt their constitution at each Annual General Meeting (AGM).

Apart from use at the Group AGM, this constitution must always be used in the context of 5.1, 5.2, 5.3 and 5.7.

2. Charitable objects

[Rule 1.1 of The Scout Association Policy, Organisation and Rules] Our purpose is to actively engage and support young people in their personal development, empowering them to make a positive contribution to society.

3. The Group Scout Council and the Group Trustee Board

The Group Scout Council has a governance role for the charity and, in particular, makes Group Trustee Board appointments other than ex officio and co-opted appointments (see Rule 5.4.5.2.c).

The Group Trustee Board is responsible for the governance of the charity. Although the Group Trustee Board is responsible for the charity, it is accountable to the Group Scout Council.

The Group Scout Council has no Trustee responsibilities.

4. The Group Scout Council – membership

Membership of the Group Scout Council does not provide any membership status of the Scouts.

Group Scout Council membership

- a) The ex officio members of the Group Scout Council are members by virtue of their role in The Scouts:
 - all adult members of the Group – see Group roles listed in the Chapter 16 Roles Table of The Scout Association's Policy, Organisation and Rules
 - all Patrol Leaders of the Troop(s) in the Group
 - all parents or carers of Squirrels, Beavers, Cubs and Scouts in the Group
 - all Explorers, if so stated in a Partnership Agreement between the Unit, the Group and the District
 - all parents and carers of Explorers, if so stated in a Partnership Agreement between the Unit, the Group and the District
 - the Sponsoring Authority, where there is one, or its nominee
 - the District Commissioner
 - the District Chair
- b) The appointed members of the Group Scout Council are other supporters of the Group appointed by the Group Scout Council on the recommendation of the Group Scout Leader and the Group Trustee Board. The number of appointed members must not exceed the number of ex officio Group Scout Council members (see also (f) below). A Group Scout Council does not need to have any appointed members.
- c) The community members of the Group Scout Council are representatives of the local community appointed because of their role rather than by their name. For example local headteachers, or Parish Council members. They are appointed by the Group Scout Council on the recommendation of the Group Scout Leader and the Group Trustee Board. The number of community members must not exceed the number of ex officio Group Scout Council members (see also (f) below).
- d) The County Commissioner has the right of attendance at each Group Scout Council meeting in the County.

- e) Membership of the Group Scout Council ends when the:
- member resigns
 - member no longer qualifies as a member of the Group Scout Council
 - Group Scout Council is dissolved
 - Group Scout Council membership is terminated by UK Headquarters following a recommendation by the Group Trustee Board.
- f) The total number of appointed and community members of a Group Scout Council must not exceed the number of ex officio members.
- g) Appointed members of a Group Scout Council must each have a fixed period for their appointment of not more than three years. Subsequent reappointments are permitted.
- h) Community members of a Group Scout Council are initially appointed for a term of one year, though they may be renewed annually at the AGM.
- i) Group Trustee Board administration (see 5.4.7.9) must ensure that appointed Group Scout Council Members are recorded locally in the minutes of the Group Scout Council meeting which appoints them (normally the AGM). Scout Council members (whether ex officio or appointed or community) must not be recorded as Scout Council Members on The Scout Association's membership system.

5. Group Scout Council – Annual General Meeting

Each Group Scout Council must hold an Annual General Meeting (AGM) within six months of the end of the Group's financial year. Groups should give 4 weeks' notice of the date of the AGM.

The AGM must:

- a) Undertake governance oversight by
 - i. approving the minutes of the previous Group AGM
 - ii. adopting (or re-adopting) the constitution of the Scout Group charity (see Rule 5.3) of The Scout Association Policy, Organisation and Rules
 - iii. noting the dates of charity's financial year
 - iv. approving appointed and community members of the Group Scout Council
 - v. agreeing the maximum total number of members of the Group Trustee Board (this is one number representing the total of ex officio, appointed and co-opted members)
 - vi. agreeing the quorum for future meetings of the Group Scout Council
- b. Review the previous year by
 - i. receiving from the Group Scout Leader an overview of the past 12 months of activity in the Group
 - ii. receiving and considering the Group Trustees' Annual Report and the annual statement of accounts approved by the Group Trustee Board. Before the AGM, the accounts must have completed their examination by an appropriate auditor, independent examiner, or scrutineer (see 5.7.3). This must include the formal report prepared by the auditor, independent examiner, or scrutineer.

- c. Make appointments
 - i. appoint a Chair of the Group Trustee Board, following recommendation from the selection process initiated by the Group Trustee Board. Vacancies for Chair only occur at the end of their period of appointment (for example, a Chair may have been appointed for three years and so does not need to be re-appointed after years 1 and 2).
 - ii. appoint a Treasurer of the Group Trustee Board, following recommendation from the selection process initiated by the Group Trustee Board. Vacancies for Treasurer only occur at the end of their period of appointment (for example, a Treasurer may have been appointed for three years and so does not need to be re-appointed after years 1 and 2).
 - iii. appoint other members of the Group Trustee Board, following recommendations from the selection process initiated by the Group Trustee Board. Vacancies for appointed Trustees only occur at the end of their period of appointment (for example, each Trustee may have been appointed for three years and so does not need to be re-appointed after years 1 and 2).
 - iv. approve the appointment of any Group Presidents or Group Vice Presidents, and note current appointees (if any)
 - v. appoint (or re-appoint) an auditor, independent examiner or scrutineer as required

Following each AGM, the Group Trustee Board administration must ensure that:

- a) All appointed Trustees are recorded on the membership system, as required by Rule 16.2.2 of The Scout Association Policy, Organisation and Rules
- b) the Group Trustees' Annual Report and Accounts, including the formal report prepared by the auditor, independent examiner, or scrutineer are filed as described in Rule 5.7 of The Scout Association Policy, Organisation and Rules

It is good practice for the new Group Trustee Board to verify the draft Minutes of the AGM at their first meeting following the AGM, even though the minutes cannot be formally approved until the charity's next AGM.

6. Group Trustee Board - purpose SV

The Group Trustee Board is a team of volunteers who work together, as charity Trustees, to make sure the Scouts is run safely and legally. At the heart of their role is a focus on strategy, performance and assurance.

Effective Trustee support helps other volunteers run the Scout programme that gives young people skills for life.

Members of the Group Trustee Board must act collectively as charity trustees of their Scout Group, and in the best interests of the charity's members.

Governance roles must be distinct to help manage conflicts of interest. This means that the roles of Group's Chair and Treasurer must be kept separate and be done by two different people.

The Group Trustee Board must act in the charity's best interests, acting with reasonable care and skill and take steps to be confident that:

- a) The charity is:
 - well managed
 - carrying out its purposes for the public benefit
 - complying with the charity's governing document and the law
 - managing the charity's resources responsibly
- b) the charity is operating compliant with POR and the local charity regulator, including effective management of each of the Key Policies listed in Chapter 2 of The Scout Association Policy, Organisation and Rules.
- c) young people are meaningfully involved in decision making at all levels
- d) the Group has sufficient resources (funds, people, property and equipment) available to meet the planned work of the Group including delivery of the high quality programme and resource requirements of the training programme ([Rule 4.2.2 of The Scout Association Policy, Organisation and Rules](#))

The Group Trustee Board members must themselves collectively:

- a) develop and maintain a risk register, including putting in place appropriate mitigations
- b) ensure that the Group's finances are properly managed, including development and maintenance of appropriate budgets to support the work of the Group
- c) maintain and manage:
 - a reserves policy for the charity including a plan for use of reserves outside the 'minimum'
 - an investment policy for the charity
 - a public benefit statement for the charity
- d) ensure that people, property and equipment are appropriately insured, and that any property and equipment owned or used by the Group is properly protected and maintained
- e) ensure the appointment and management and operation of any sub-committees, including appointing a Chair to lead the sub-committee. This should normally be one of the Group's Trustees.
- f) ensure that effective administration is in place to support the work of the Group Trustee Board
- g) appoint any co-opted members of the Group Trustee Board
- h) ensure transparency of operation, including:
 - prepare and approve the Annual Accounts and arrange their examination by an auditor, independent examiner or scrutineer (as appropriate) and as appointed by the Group Scout Council at their AGM
 - prepare and approve the Group Trustees' Annual Report (which must include the Annual Accounts and include the report from the auditor, independent examiner or scrutineer)
 - present the approved Group Trustees' Annual Report and Annual Accounts to the Group Scout Council for their consideration at the Group's AGM
 - following the Group AGM, ensure that a copy of the Group Trustees' Annual Report and Accounts is sent to the District Trustee Board administration (see 5.4.7.9) and, if the Group is a registered charity, is filed with the appropriate charity regulator (if the regulator's rules require it).

- i) take responsibility for the Group's adherence to Data Protection Legislation recognising that, dependent on circumstances, it will at different times act as a Data Controller and as a Data Processor
- j) individually and collectively maintain confidentiality regarding appropriate Group Trustee Board business
- k) put in place annually an open and transparent selection process to recommend to the Group Scout Council appropriate members to be appointed members of the Group Trustee Board, including Chair and Treasurer. Vacancies for appointed Trustees only occur at the end of their period of appointment (for example, a Trustee may have been appointed for three years and so does not need to be re-appointed or re-selected after years 1 and 2).
- l) where staff are employed:
 - act as a responsible employer in accordance with the Scouts' values and relevant legislation
 - ensure that effective line management is in place for each employed staff member and that these are clearly established and communicated
 - ensure that appropriate specific personnel insurance is in place

A Group Trustee Board may create sub-committees it deems necessary to support its governance function. The Group Trustee Board must ensure that for any sub-committee it appoints:

- a) its purpose is governance-focused and not operational
- b) its members are agreed and approved by the Group Trustee Board
- c) the Group Trustee Board Chair is an ex officio member
- d) the Group Scout Leader is an ex officio member

Sub-committee members are not Trustees unless they are already members of the appointing Group Trustee Board.

All sub-committee members must be recorded on the membership system.

7. Group Trustee Board - membership SV

Subject to the conflict of interest rules (see Chapter 16 and the definition of 'conflict of interest' in the Definitions Chapter), a Trustee may be a member of more than one Trustee Board.

A Group Trustee Board should comprise a maximum of 12 Trustees (the total of all ex officio, appointed and co-opted Trustee categories), with a minimum of five Trustees. The maximum number of Trustees should be agreed by the Group Scout Council at its AGM.

Each ex officio, appointed and co-opted member of the Group Trustee Board is a charity Trustee of the Group.

People invited to attend a meeting of the Group Trustee Board, or with right of attendance, may be present at the meeting but are not charity Trustees and have no voting rights.

Certain people are disqualified from being charity trustees by virtue of the Charities Acts.

Some Groups may also need to register as a charity (See Rule 13.1.2 of The Scout Association Policy, Organisation and Rules). SV

If registered, the Group's registration number must be recorded on the membership system.

Groups must not use any other charity number than their own.

All Trustees must complete learning as specified in Rule 16.2.1, 16.2.3, 16.2.4 of The Scout Association Policy, Organisation and Rules and the Chapter 16 Roles Table. of The Scout Association Policy, Organisation and Rules.

It is good practice for a Group Trustee Board, and any sub committees, to have at least two Trustees aged between their 18th and 25th birthdays.

Each Group Trustee Board requires effective administration. The administration may be provided by one or more persons as appropriate to the Group.

The selection processes leading to appointment of Group Trustees must include a rigorous and transparent selection process, which includes advertising vacancies widely.

The members of the Group Trustee Board are:

a) The Group Scout Leader is an ex officio member of the Group Trustee Board.^{SV} There is only one ex officio Trustee role for a Group Scout Leader, so where there are joint role holders for Group Scout Leader, the role holders must decide, in discussion the Group Chair, which of them will be the ex officio Trustee. However, each Group Scout Leader role holder must be eligible to be a Trustee (as specified in 16.1.1.5 of The Scout Association Policy, Organisation and Rules).

b) The Group Trustee Board must initiate a selection process to propose a Group Chair to the Group Scout Council for appointment at their AGM. Vacancies for the role of Group Chair only occur at the end of their period of appointment (for example, a Chair may have been appointed for three years and so does not need to be re-appointed or re-selected after years 1 and 2).

The proposal from the Trustee Board is received by the Scout Council at their AGM. The proposal from the Trustee Board does not require seconding by a member of the Scout Council. The action of the Scout Council is to approve (or not) the proposed name from the Trustee Board.

c) The Group Trustee Board must initiate a selection process to propose a Group Treasurer to the Group Scout Council for appointment at their AGM. Vacancies for the role of Group Treasurer only occur at the end of their period of appointment (for example, a Treasurer may have been appointed for three years and so does not need to be re-appointed or re-selected after years 1 and 2).

The proposal from the Trustee Board is received by the Scout Council at their AGM. The proposal from the Trustee Board does not require seconding by a member of the Scout Council. The action of the Scout Council is to approve (or not) the proposed name from the Trustee Board.

d) The appointed members of a Group Trustee Board are persons appointed by the Group Scout Council at the Group's AGM. This should follow a selection process initiated and overseen by the Group Trustee Board. Vacancies for the role of Trustee only occur at the end of their period of appointment (for example, a Trustee may have been appointed for three years and so does not need to be re-appointed or re-selected after years 1 and 2).

The proposal from the Trustee Board is received by the Scout Council at their AGM. The proposed name(s) from the Trustee Board do not require seconding by a member of the Scout Council. The action of the Scout Council is to approve (or not) the proposed name(s) from the Trustee Board.

- e) The co-opted members of a Group Trustee Board are persons co-opted annually by the Group Trustee Board. They are not appointed by the Group Scout Council at its AGM. The number of co-opted members must not exceed the actual number of appointed Trustees (excluding Chair and Treasurer).
- f) The District Commissioner, the District Chair and the County Commissioner each have the right of attendance at meetings of each of the Group Trustee Boards in the Districts in the County.
- g) The Sponsoring Authority, or its nominee, has right of attendance at a Group Trustee Board.

Term limits for Trustees are specified in POR rule 5.3.1.6.

If a Trustee Board Chair or Treasurer resigns, then Rule 16.6.3 of The Scout Association Policy, Organisation and Rules must be followed.

8. Group Scout Council - Conduct of meetings

The Group Scout Council meets at their AGM (see Rule 5.4.5). It would be unusual for there to be additional meetings of the Group Scout Council.

A Group Scout Council meeting should normally be convened with at least four week's notice. A meeting may be convened on shorter or no notice with the agreement of at least three quarters of the members of the Group Trustee Board.

Group Scout Council meetings are chaired by the Group Chair. If the Group Chair is unable to be present, the Group Chair may appoint a delegate to chair a meeting of the Group Scout Council subject to such appointment being approved at the start of the meeting by a majority of the Group Scout Council members present.

Only Group Scout Council members, as defined in Rule 5.4.4, may vote in Scout Council meetings.

The quorum for a Group Scout Council meeting is agreed by the Group Scout Council at their AGM (see 5.4.5.2).

If there is no quorum present at a meeting of the Group Scout Council, the meeting must be closed and reconvened at the earliest available opportunity.

Decisions are made by a majority of votes cast by those present at the meeting. In the event of an equal number of votes being cast on either side, the Chair does not have a casting vote and the matter is taken not to have been carried.

In order to discharge their responsibilities, the Group Scout Council may meet by video conference as well as, or instead of, face to face when agreed by the Group Chair. The Group Scout Council must not 'meet' using any indirect process, such as email.

At any meeting which is not fully in person, there must be an online poll or other electronic method of counting votes.

All meetings of the Group Scout Council, whether face-to-face or otherwise, must be properly recorded and minuted.

9. Group Trustee Board - Conduct of meetings

Meetings of the Group Trustee Board should be convened on at least two weeks' notice. Meetings may be convened on shorter or no notice with the agreement of at least half of the members of the Group Trustee Board.

Group Trustee Board meetings are chaired by the Group Chair. If the Group Chair is unable to be present, they may appoint a delegate to chair a meeting of the Group Trustee Board subject to such appointment being approved at the start of the meeting by a majority of the members present at the meeting.

Only members of a Group Trustee Board as defined in Rule 5.4.7 may vote in its meetings.

The quorum for a meeting of a Group Trustee Board is one third of the Trustees (ex officio plus appointed plus co-opted) plus one.

If there is no quorum present at a meeting of the Group Trustee Board, the meeting must be closed and reconvened at the earliest opportunity.

In the case of a sub committee of the Group Trustee Board, the quorum for each sub committee must be set by the Group Trustee Board, based on the size of the sub committee and the complexity of its task(s).

Decisions are made by a majority of votes cast by those present at the meeting. In the event of an equal number of votes being cast on either side, the meeting Chair does not have a casting vote and the matter is taken not to have been carried.

In order to discharge their responsibilities, the Group Trustee Board may meet by telephone or video conference as well as face to face when agreed by the Group Chair. This includes 'hybrid' meetings, where some members are present at an agreed meeting place and others join by telephone or video.

Where urgent matters arise between scheduled meetings of the Group Trustee Board and if it is not practicable to convene a meeting of the Group Trustee Board then an electronic voting method (such as email) is allowed for decision making of the Group Trustee Board when deemed appropriate by the Group Chair. In such circumstances, at least 75% of the members of the Group Trustee Board must approve the decision, and the outcome of the voting must be reported at, and recorded in the minutes of, the next Group Trustee Board meeting.

86th Coventry Scout Group (Charity no. 524580)

Receipts and Payments Account

Year start date

Year end date

For the year from	01/04/2023	To	31/03/2024
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Receipts and payments

	Unrestricted Group funds £	Restricted Scout funds £	2023/24 Restricted Cub funds £	Restricted Beaver funds £	Total funds £	2022/23 Total funds £
Receipts						
Donations, legacies and similar income						
Membership subscriptions		1,625	1,250	765	3,640	3,354
Maintenance fund		326	250	153	729	789
Uniform		1	2	15	18	12
Donations	50		30		80	31
Legacies					-	-
Gift Aid					-	-
Group Activities		2,346	1,641		3,987	2,736
Sub total	50	4,298	3,173	933	8,454	6,922
Grants						
Maintenance grant	-	-	-	-	-	-
Local Council COVID grants	-	-	-	-	-	-
Sub total	-	-	-	-	-	-
Fundraising events (gross)						
Scout fundraising	79	3,300			3,379	8
Badge sewing				7	7	672
Refund on early pay of Capitation					-	21
200 Club prize					-	28
Sub total	79	3,300	-	7	3,385	728
Scout hut income						
Hire of building	13,353	-	-	-	13,353	11,726
Hire of equipment		-	-	-	-	-
Water rates refund	-	-	-	-	-	-
Sub total	13,353	-	-	-	13,353	11,726
Investment income						
Bank interest				-	-	-
Building Society interest	307	67		91	465	117
The Scout Association Short Term Investment Service				-	-	-
Other investment income			-	-	-	-
Return of Capitation cheque	17	-	-	-	17	-
Sub total	324	67	-	91	482	117
Total Gross Income	13,805	7,664	3,173	1,031	25,673	19,492
Asset and investment sales, etc.	-	-	-	-	-	-
Total receipts	13,805	7,664	3,173	1,031	25,673	19,492

86th Coventry Scout Group (Charity no. 524580)

Receipts and Payments Account

	Year start date		Year end date
For the year from	01/04/2023	To	31/03/2024

Receipts and payments

	Unrestricted Group funds £	Restricted Scout funds £	2023/24 Restricted Cub funds £	Restricted Beaver funds £	Total funds £	2022/23 Total funds £
Payments						
Charitable Payments						
Membership subscriptions paid on (National/County/Area/District)		752			752	1,493
Youth programme and activities	967	3,013	2,251	250	6,482	7,375
Adult support and training		100			100	-
Rates	77				77	146
Water and Sewerage	1,588				1,588	629
Electricity and Gas	6,745				6,745	4,403
Insurance					-	897
Repairs and Renewals	1,715	87			1,802	2,172
Materials and equipment	346	56		17	420	113
Printing and photocopying	44				44	-
Contribution to camp costs	100				100	-
Uniforms and Membership books	201	190	55	118	564	547
AGM and trustee expenses					-	-
200 Club	60				60	60
Bank charges	62				62	69
Donations	300				300	50
Sub total	12,206	4,198	2,306	385	19,095	17,954
Fundraising expenses						
Scouts	-	-		-	-	-
Cub Sports Day Raffle	-	-		-	-	6
Detail 3	-	-		-	-	-
Other (Miscellaneous & Gifts)	-		-		-	-
Sub total	-	-	-	-	-	6
Total Gross Expenditure	12,206	4,198	2,306	385	19,095	17,960
Asset and investment	-	-	-	-	-	-
Total payments	12,206	4,198	2,306	385	19,095	17,960
Net of receipts/(payments)	1,599	3,466	867	645	6,578	1,532
Transfers between funds	959	66	-	859	-	-
Cash funds last year end	52,176	1,596	2,963	2,425	59,159	57,627
Cash funds this year end	54,734	5,129	3,663	2,211	65,737	59,159

86th Coventry Scout Group (Charity no. 524580)

Receipts and Payments Account

Year start date

Year end date

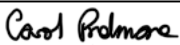

For the year from	01/04/2023	To	31/03/2024
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Statement of assets and liabilities at the end of the year

	31st March 2024				31st March 2024	
	Unrestricted Group funds £	Restricted Scout funds £	Restricted Cub funds £	Restricted Beaver funds £	Total funds £	Total funds £
Cash funds						
Bank current account	43,295	2,184	773	-	46,251	41,567
Bank deposit account					-	-
Building society account	11,439	2,766	2,890	2,124	19,220	16,917
The Scout Association Short Term Investment Service					-	-
Cash/Floats		179	-	87	266	675
Total cash funds	54,734	5,129	3,663	2,211	65,737	59,159
agree balances with receipts and payments a/c)	ok	ok	ok	ok	ok	ok
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						
Badge stock	-	-	-	-	-	-
Shop stock	-	-	-	-	-	-
Other stock	-	-	-	-	-	-
Land and buildings	-	-	-	-	-	-
Motor vehicles	-	-	-	-	-	-
Scouting equipment, furniture etc	-	-	-	-	-	-
Other	-	-	-	-	-	-
Sub total	-	-	-	-	-	-
Liabilities						
Accounts not yet paid	-	-	-	-	-	-
Expenses incurred but not invoiced	-	-	-	-	-	-
Subscriptions not yet paid	-	-	-	-	-	-
Loan - detail	-	-	-	-	-	-
Other liabilities	-	-	-	-	-	-
Sub total	-	-	-	-	-	-
Total net assets	54,734	5,129	3,663	2,211	65,737	59,159

The above receipts and payments account and statement of assets and liabilities were approved by the Trustees on 21st June 2023 (the date of the Executive Committee meeting that approved the accounts) and signed on their behalf by

Signature

Print Name

CAROL PRIDMORE (Chairperson)
 ELLIS BONSER (Treasurer)

England & Wales

Template 1: Unqualified report for a non-company charity preparing receipts and payments accounts with a gross income of £250,000 or less in the relevant financial year

Independent examiner's report to the trustees of 86th Coventry Scout Group

I report to the trustees on my examination of the accounts of the 86th Coventry Scout Group for the year ended 31st March 2024.

Responsibilities and basis of report

As the charity trustees of the 86th Coventry Scout Group you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the 86th Coventry Scout Group accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the 86th Coventry Scout Group as required by section 130 of the Act; or
2. the accounts do not accord with those records.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Signed: 

Name: Adam Carey (Treasurer, 8th Coventry Scout Group).

Relevant professional qualification or membership of professional bodies (if any):

Address: 147 Sutherland Avenue, Mount Nod, Coventry, West Midlands, CV5 7NH

Date: 29/01/2025
