



# TRUSTEE ANNUAL REPORT

For the period 01 January 2021 to 31 December 2021

## Section A Reference & Administration details

**Charity Name :** 2<sup>nd</sup> Warwick Sea Scout Group

**Registered Charity Number :** 524609

**Charity's principal address :** Scout HQ, St. Nicholas Park, Banbury Road, Warwick CV34 4QY

### **Names of charity trustees who manage the charity :-**

- |   |   |
|---|---|
| 1) Viv Bosworth – Chairperson                 | 2) Marc Gadsby – Group Scout Leader           |
| 3) John Griffiths - Deputy Group Scout Leader | 4) Paul Underwood – Treasurer                 |
| 5) Nicola Mills – Secretary                   | 6) Dave Tomlin – Explorer Leader              |
| 7) Andrea Bridgeman – Cub Leader              | 8) Nick Hiorns – Scout Leader (from Nov 2021) |
| 9) Emma Elson – Beaver Leader                 | 10) Sue Scurrah – Cub Leader                  |
| 11) Simon Jelfs – Beavers Parent Rep          | 12) James Cornish - Cubs Parents rep          |
| 13) Siobhan Williams - Scouts Parent Rep      | 14) Jenny Stockbridge - Group Administrator   |
| 15) Dan Brewer - Cubs Parent rep              | 16) Martin Stockbridge                        |

As listed on the Charity Commission Website 2021

### **Names and addresses of advisers :-**

- 1) Accounts Examiner – Susan Ellam – Leamington Spa
- 2) Architect for New HQ Plans – Matt Lucas, Lucas Architects - Birmingham
- 3) New HQ Project Advisor – Terry Brown – Warwick

## **Section B                      Structure, governance and management**

### **Description of the charity's trusts**

**Type of governing document :** 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.

**How the Charity is constructed :** The Group is a trust established under the rules which are common to all Scouts.

**Trustee selection methods :** The Trustee's are appointed in accordance with the Policy Organisation and Rules (POR) of The Scout Association.

**Additional governance issues :** The Group is managed by the Group Executive Committee, the members of which are the "Charity Trustees" of the Scout Group which is an educational charity. As charity trustees they are responsible for complying with the legislation applicable to charities. This includes the registration, keeping proper accounts and making returns to the Charity Commission as appropriate. All Trustees, leaders and helpers give their time voluntarily and receive no remuneration. All Leaders who have completed, or are working to complete, the full Scout Association training programme are offered one child place with no subscription payable, and Leaders who hold Trustee positions are also offered this. In 2021 three Leaders who acted as Trustees were recipients of a free child place.

The Committee consists of three independent representatives, Chair, Treasurer and Secretary together with the Group Scout Leader, individual section leaders and parent's representatives and meets typically eight times per year.

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

**Injury to leaders 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.

**Injury to helpers and supporters:** Insurance cover for these people is not provided by the Scout Association through capitation however the Group has a separate Personal Accident and Medical Expenses policy via Unity Insurance that provides some cover for adult supporters and helpers while attending and/or participating in the activities of the group, including whilst travelling to and from such activities. Note that children of such helpers and supporters who are not themselves members of the group are not covered by the Group's insurance and separate arrangements should be made to cover them.

**Loss or Damage to the Groups boats and associated equipment:** The group also insures itself through a separate Marine Insurance policy with Unity Insurance. This covers all our watercraft, machinery (e.g. outboard engines), boats, tackle, furniture, fittings, trailers, trolleys etc, as well as third party and passenger indemnity.

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

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

**Reduction or loss of members.** The Group provides activities for all young people aged 6 to 18. If there was a reduction in membership in a particular section of the Group or 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.

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

## Section C      Objectives and activities

**Summary of the objects of the charity set out in its governing document. The objectives of the Group are as a unit of The Scout Association.**

### **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 cooperate 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.

**Additional details of the objectives and activities of the charity :** The Group is a Sea Scout Group and as such Sea Scout training is aimed at making a young person as much at home on the water as they are on land. It teaches them nautical skills and seamanship in a range of craft. Because Sea Scouts spend so much time on (and in) the water, it is desirable that they know how to swim.

### **The Aims of the Group are:**

- To offer the best Sea Scouting Experience
- To be available to more youngsters
- To support the local community

**Royal Navy Recognition :** The Royal Navy shows its support for Sea Scouting by offering a 'Recognition' scheme to 103 Sea Scout Groups or Units at any one time. 2<sup>nd</sup> Warwick Sea Scout Group is Unit number 14. This involves regular inspections and the rewards for membership are both financial and in the form of access to facilities and events. The scheme dates back to 1919 following the impressive service Scouts gave during World War I in such duties as 'coast watching'. Royal Navy Recognition has recently been reaffirmed by a substantial upgrading of the support offered.

**Contribution made by volunteers :** A great and vital contribution is made by the leaders, helpers and trustees. The Group is grateful for the many hours volunteers have spent inspiring and educating our members and in ensuring the robust running and operation of the Group as a whole.

**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.

## **Section D**

## **Achievements and performance**

Summary of the main achievements of the charity during the year:

The Group continues to have a strong and buoyant membership of young members, despite the challenges that were presented by the Covid-19 pandemic. The Group met online using Zoom during the January - March lockdown, and managed to run a varied and interesting programme. When restrictions allowed, Sections met face to face outdoors, in accordance with the guidelines of the Scout Association and the National Youth Agency. A second Beavers Colony was launched in April, enabling further young people to join the Group. Indoor meetings began again in September, coinciding with the launch of our second Cubs Pack, supported by current and new Leaders.

### **BEAVERS**

2021 was an exciting year for Beavers, with 2 colonies now up and running in our new HQ, TS Norton. When we set up our 2nd Beaver Colony in April we had to come up with some new names. We wanted something nautical, but also something the Beavers would recognise, so decided on our local rivers. 'Avon' meet on Mondays and 'Leam' meet on Thursdays. Beavers are enjoying meeting in 'The Quarterdeck' while Cubs meet in the larger 'Main Deck'.

Spring term was held online via Zoom, with lots of fun activities each week. There were also some challenges set for the Beavers to do with their families, such as a scavenger hunt around their local area.

In Summer term both colonies met outdoors and had loads of fun meeting face to face again. We have had lots of fun since we moved into our new HQ after our Gala Opening in September. We learned to make fires and toasted marshmallows over them, and found out about other people both here on Earth and also those who are lucky enough to go to space

In Autumn term We have looked into the past with Remembrance Day, and were proud to see so many of our Beavers joining the Remembrance Sunday parade in Warwick and helping with the poppy collection. We have also looked into the future trying to decide what it may look like.

We also learned about nature, and have enjoyed making a bug hotel for our new wild area at the back of TS Norton. Our sponsored walks for the Guide Dogs and Evelyn's Gift helped us to remember those who are not so lucky as us. In December we had our Christmas hybrid sleepover, when Beavers slept at home anywhere except their bed, then came to TS Norton for lots of fun including a Christmas Disco!

### **CUBS**

The first term of 2021 was spent in lockdown, and Cubs had fun taking part in Zoom meetings from home. We were very happy once we could start meeting face to face again after Easter and could have lots more fun on the water and land. In September we launched our second Cub Pack 'Atlantic' and they are now enjoying all their new adventures! Our original Cub Pack is now called 'Pacific'.

## **Pacific Cubs**

In the Summer Term Pacific divided up into two groups, one on the water and one on 'land'; this allowed for social distancing but also gave us the chance to get to know the Cubs properly at long last. Half of the Cubs had not actually 'met' us as they had joined during lockdown.

The Cubs enjoyed trying all our different boats, canoes, kayaks and pioners (small rowing boats ) with most being awarded their Nautical Skills 2 badge, along with Paddlesports 1, all whilst playing games on the water and having fun. Learning to go in a straight line is much more fun in a game!

The 'land' group also had fun, playing games, orienteering to complete the Navigator 2 badge they had started on Zoom, running, jumping and throwing for their Athletics badge, and doing some lashings towards their Pioneer badge. The Cubs also got to go sailing at Draycote Water. At the end of the summer term over 100 badges were awarded, well done Cubs!

In the Autumn term the Cubs had great fun on a weekend camp at the Alfrey Centre near Meriden, climbing, shooting arrows as well as pellets, cooking on open fires lit by themselves and sledging down a Cresta run and lots more. This was the first overnight stop for all of the Cubs, usually there are just a few on each camp who have never camped with us before, they were all so excited and just got stuck in with everything.

We have also been tying knots, doing string trails, growing cress and crystals, fizzing Coca Cola, splitting water and playing lots of games. Over 140 more badges were awarded recently, 6 of which were Chief Scouts Silvers. A great achievement especially after this last year.

## **Atlantic Cubs**

Our new Atlantic Cub Pack was formed in September with a few Cubs transferring from the existing pack and from Beavers, and many enthusiastic new starters from the waiting list.

We started by getting to know each other and learning a little about Cubs and Scouting through games and activities, including icing gingerbread Cubs. The Cubs then learnt some navigation skills and put these into practice on a short hike. They also looked to the stars whilst working on their astronomer badge. 2 of our longstanding members joined with Pacific Pack for Cub camp.

Our newer members enjoyed their first nights away experience at our sleepover at TS Norton, during which they chopped, baked and fried, to achieve their chef badge, toasted marshmallows on the fires they had lit, orienteered around the park (in perishing weather), explored the boathouse with a string trail, raised the roof with an indoor campfire, and managed to fit in a little sleep! We have also enjoyed making eco Christmas baubles from cardboard ready for our Christmas Tree that was on display as part of St Marys Christmas Tree Festival.

## **Both Cubs Packs**

Our New HQ TS Norton was formally opened in September by Sal Montgomery, Scout Adventurer, with our Cubs joining in the opening ceremony by helping reveal the Funders Board and everyone enjoying the afternoon activities around the park and on the water.

On Remembrance Day, which happened to fall on a Thursday, Anita, a minister from St Mary's church came along to talk to both Cub packs and Beaver colonies, about why we have Remembrance Day and its importance. This was well received by the Cubs who listened intently and joined in with the discussion.

Cubs joined with the other sections and other Scout groups and community groups for the Remembrance Parade, a good turn out, some very smart Cubs and they were so well behaved and marched really well. Our Cubs also turned out to support the Royal British Legion Poppy Appeal in Market Square and at Warwick Castle.

## **SCOUTS**

2021 began in lockdown, but lots of Scouts joined together every week on Zoom during Spring term to do activities including cooking, experiments, quizzes and learning knots. After restrictions eased, Scouts made the most of the Summer term, getting back out on the water and taking part in lots of outdoor activities.

Our Scouts were lucky that our leaders battled against Covid restrictions to pull off the most unbelievable Scout Summer Camp. We had originally planned a new site this year on Derwent Reservoir in Northumberland, but as was new and a long way for lots of first-time campers, plan B was to go to Bala, but with Welsh restrictions being difficult to predict, plan C was to return to a favourite site on Lake Windermere.

We took 2 separate groups of 30 youngsters for each of the 2 weeks, to ensure this was a Covid safe camp, and they had the most amazing time! They stayed on site throughout with a full programme of sailing, kayaking & canoeing; building coracles, cooking on open camp fires, building dens and sleeping in them overnight, and even the traditional camp cook! Living, cooking and sleeping in their patrols allows them to build key skills for life. Whilst one group were away at Lake Windermere, the others were doing an overnight expedition from Warwick.

This year more than ever our youngsters and leaders needed to make this happen. Thank you to all our amazing leaders, volunteers and helpers who have made such special memories that will last a lifetime for our youngsters both at Windermere and closer to home.

Some of the older Scouts were lucky to spend August bank holiday weekend onboard two large sailing yachts with the Discovery Sailing Project, one of them a former 60ft Clipper that had competed in 4 round the world races. They sailed from Hamble to Brighton, stopping in Portsmouth on the return to Hamble. We are already booked to go back in 2022.

Our new HQ TS Norton was formally opened in September by Sal Montgomery, Scout Adventurer, and Scouts were lucky to get to meet Sal at her talk at Warwick School and hear all about her kayaking adventures with Steve Backshall. During the formal opening, four Scouts were awarded their Chief Scouts Gold Awards, and then all Scouts took part in an afternoon of activities.

Scouts ran two narrowboating weekends on the twelve berth Centenary narrowboat, travelling along the Grand Union Canal and through the Braunston Tunnel. All those that attended earned their Power Coxswain badge. Further trips are planned for 2022.

We were proud to support the Royal British Legion Poppy Collection again, and join the Remembrance Day Parade through Warwick. Our regular sailing sessions at Draycote Water have continued, with a mix of weather and wind making for some good learning and lots of fun.

With the amazing new facilities in our new HQ, our weekly meetings have included a variety of different activities. Scouts have made an obstacle course using pioneering skills; learnt all about how the country is run during 'Parliament Week' and made bird and bat boxes in the workshop, some of which are now installed in the trees behind TS Norton. Outside adventures have included a Warwick town treasure hunt, a night hike, and swimming. At Christmas, they made Christmas cakes and wrote Christmas Cards to be delivered to residents of Galanos House, the Royal British Legion Care Home in Southam.

## **EXPLORERS**

Spring term was spent on Zoom, but as soon as activities began again in 2021, we made the most of it with lots of adventurous activities. We were not able to go away for our usual Easter trip due to restrictions, but we did kick off our boating season in Summer term on the river having fun in kayaks, pioners, canoes, SUPs and powerboating! We also got out on the water at Draycote Water, and managed eight sailing sessions over the year.

As we headed for the summer we were lucky enough to be able to organise an amazing Explorer summer camp. We were lucky with the weather and took full advantage of it; we walked and mountain biked in Sherwood forest and sailed, canoed, kayaked and rafted on the lake that was right next to the tents. We also got the chance to do high ropes and an inflatable assault course on the water and even tried our hands at flying with the local gliding club.

As we moved towards Autumn we had the opening of the new HQ, TS Norton, by Scout Adventurer Sal Montgomery, which was a relief to many who thought they would never see the day. It is great that those who have grown up through the group from Beavers and have done so much fundraising over the years can now benefit from our fantastic new home.

We have had some fun projects this term including bridge building, a talk about Wimbledon and the Olympic Games, wide games in the park, completed sections of the nautical skills badge, spent time around campfires, and celebrated Christmas with a trip to the Laserquest in Coventry.



## GROUP

Our "Building a Future" project reached a significant milestone with the completion in May 2021 of "TS Norton", our New HQ building, beside the Leisure Centre in St. Nicholas Park. The Sections were meeting outside and boating during the summer term, which gave us time to move in over a number of weeknights and weekends, and be fully ready for indoor meetings to resume in our new home in September 2021.

Our new building allows two Sections to meet simultaneously, and on Mondays and Thursdays we now see Beavers in the "Quarterdeck", while Cubs meet in the "Main Deck". The addition of a second Beavers Colony and Cubs Pack has been a key goal of the group for many years, and 2021 has been a milestone year when we have finally achieved this aim.

The building was officially opened in September 2021 by Scout Adventurer, Sal Montgomery.

The Group had a very successful year in 2021, securing £370k in new grants from 23 different Charitable Foundations and Companies to fund the new HQ, and the purchase of Camping and Boating Equipment. We also received £23k in personal donations, with gift aid adding to this total. We were fortunate to be awarded a £225k grant from The Norton Foundation which completed our fundraising for the new HQ, which is named "TS Norton" in recognition of this funding.

Our group fundraising in support of the New Hut fund was again curtailed by the Covid restrictions, but post-lockdown we successfully marshalled the Thai Festival parking, held a series of plant sales, hosted a Comedy Night in TS Norton and continued to see income from our 100 Club.

In 2021 we received a total of just over £410k for the New HQ through grants, donations and fundraising, and the Project funds totalled just under £72k at the end of the year. This includes £25k retention to be paid to the contractor after 12 months, with the remainder being used for further fit out costs and for Phase 3 - the renovation of our original hut into a riverside boathouse.

We held our annual litter pick along the banks of the River Avon in a different format due to Covid, with each individual section doing their own litter pick. We were also delighted to be able to collect for the Poppy Appeal on behalf of the British Legion as we were unable to in 2020. Many leaders and parents volunteered with local support groups to help those most affected by the Covid-19 pandemic. We also had several leaders and parents working in the NHS and Care Sector, and we thank them for their efforts during this difficult period. As a group we tried to bring some cheer to our local British Legion Care Home, Galanos House in Southam, by sending Easter and Christmas cards to residents.

We were unfortunately unable once again to hold our combined Awards Evening and AGM, which is usually very well attended, but instead carried this out via Zoom and it was well attended by our young members and parents

We are very grateful for the support that we have received from all of our members during this difficult period, and we are delighted to have now returned to a full programme of Scouting activities.

## **Section E Finance Review**

### **Brief Statement of the charity's policy on reserves:**

The Groups held reserves of approximately £151k at the year end, with £137k allocated by the Trustees for specific purposes including £71k for the Building a Future project. The Group's fixed costs are approximately £20k per year. The Group membership numbers are strong with a significant waiting list of members wishing to join the Group. The basic operating plan is that the subscriptions charged fully cover the fixed costs of the Group. Our subscriptions were reduced in 2021 as we charged half subscription for the Spring term due to operating online. We were fortunate to be in receipt of Government Business Support Grants, which covered the reduction in subscriptions, enabling the Group to maintain a strong financial position. The policy of the Group is to maintain a minimum unallocated reserve equal to 6 months fixed costs of £10,000.

### **Details of any funds materially in deficit (circumstances plus steps to eliminate):**

Not Applicable

### **The charity's principle sources of funds:**

In 2021, 4% was generated from Subscriptions, 4% was generated by activity fees, 86% was generated by grants and donations, 3% was generated from fundraising and 2% was generated through Gift Aid. These figures exclude the insurance payments for the rebuild after the fire, and a short term loan of £250k from Warwick District Council to allow payments to our contractor while we awaited payment of the Norton Foundation grant.

Excluding grant income associated with the new HQ build, operating income for the year was £68,439, with 29% of this from Subscriptions, and 32% from activity fees.

### **How expenditure has supported the key objectives of the charity:**

Expenditure in 2021, in addition to covering the running costs of the buildings and providing a full calendar of activities for the members, was focussed on the build of our new HQ, which commenced in December 2019. Expenditure on the New HQ build in 2021 was £551k, excluding the payments from the insurance payout for the rebuild after the fire, and the repayment in full of the short term loan of £250k from Warwick District Council. We also purchased three kayaks and Topper trolleys, all of which were grant funded.

Excluding expenditure associated with the new HQ build, operating expenditure for the year was £62,663k, with 24% of this for premises costs (rent, rates, insurance, utilities), and 41% for activity costs.

### **Investment policy and objectives:**

The Group's operational income and expenditure is relatively small and as a consequence does not have sufficient funds to invest in longer term investments such as stocks and shares. The Group has therefore adopted a low risk strategy to the investment of its funds. All funds are held in cash using only mainstream high street banks. Funds raised for the new HQ have been held in a 32 day notice account until required, in order to attract a higher rate of interest.

## Section F

## Other optional information

Plans for future periods (details of significant activities planned to achieve them):

We continue to develop our plans for Phase 3 of our "Building a Future" project to renovate our existing building next to the River Avon in St Nicholas Park and transform it into a riverside boathouse. We will vacate the camping equipment storage building off the car park in St Nicholas Park in 2022 now that we have moved our equipment to our New HQ.

The Group secured full Planning Permission from Warwick District Council in November 2014 for the construction of both new Buildings and during 2017 we secured permission to change the order in which the building works are carried out:

Phase 1: Repair and extend the jetties around our existing hut and build a new boatyard - this phase was completed during 2018.

Phase 2: Build a New HQ building next to the St. Nicholas Park Leisure Centre. This includes our main meeting hall, breakout rooms and kitchen, and incorporates all our camp equipment storage, a boat maintenance workshop and safety boat storage. The HQ was completed in May 2021 and is available to the community for hire during weekdays and some weekends.

Phase 3: Renovate the current Scout hut into a fully functioning boat house to support all our water-based activities. We will commence fundraising for this phase during 2022 once the final plans have been developed.

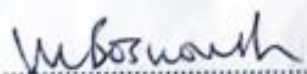
The Group continues to engage with Warwick District Council over the plans and to appoint the necessary professional consultants.

## Section G

## Declaration

The Trustees declare that they have approved the Trustee's report above

Signed on behalf of the Charity's Trustees



Name : Viv Bosworth

Position : Chairperson

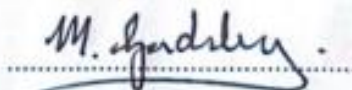
Date : 13/10/22



Name : Paul Underwood

Position : Treasurer

Date : 13/10/22



Name : Marc Gadsby

Position : Group Scout Leader

Date : 13/10/22

## Reports & Accounts for year end 31 December 2021

### 2<sup>nd</sup> Warwick Sea Scout Group

#### Independent Examiner's Report to the Trustees of 2<sup>nd</sup> Warwick Sea Scout Group

I report on the Accounts of the Charity for the year ended 31 December 2021, which are attached.

#### Respective responsibilities of trustee and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- state whether particular matters have come to my attention.

#### Basis of independent examiner's report

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

#### Independent examiner's statement

In connection with my examination, no matter has come to my attention:

(1) which gives me reasonable cause to believe that in any material respect the requirements:

- to keep accounting records in accordance with section 130 of the 2011 Act; and
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act

have not been met; or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

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: 

Mrs Susan Ellam ACMA

Date: 5<sup>th</sup> April 2022

18 Eastfield Road

Leamington Spa

Warks

CV32 4EX

## Report & Accounts for year ended 31 December 2021

### 2ND WARWICK SEA SCOUT GROUP

#### Receipts & Payments Account Summary for year ended 31 December 2021

	notes	2021 unrestricted £	2021 restricted £	2021 Total £	2020 Total £
Total Receipts	1	98,247	721,210	819,457	457,157
Total Payments	2	(70,604)	(867,853)	(938,456)	(661,143)
<b>Net receipts less payments</b>		<b>27,643</b>	<b>(146,643)</b>	<b>(118,999)</b>	<b>(203,986)</b>
Fund balances as at 1 January		136,992	132,990	269,983	473,969
Fund balances as at 31 December		<b>164,635</b>	<b>(13,653)</b>	<b>150,984</b>	<b>269,983</b>

#### Statement of Assets And Liabilities at 31 December 2021

Monetary Net Assets (Cash Bank etc.)	2021 £	2020 £
Group Current Account (HQ) LLOYDS 18898568	24,463	7,295
Group Current Account (Activity) LLOYDS 21177968	1,193	1,736
Group Current Account (Camp) LLOYDS 21177560	1,684	1,303
Troop Current Account (Troop) LLOYDS 24166168	1,476	1,945
Group Current Account (New Hut) LLOYDS	32,123	2,986
Group Savings Account (Savings) LLOYDS	62,757	130,748
32 day Notice Account (Savings) LLOYDS	25,191	122,685
100 Club Account LLOYDS 28952168	2,097	1,284
Petty Cash (1)	0	0
	<b>150,984</b>	<b>269,983</b>

(1) Petty Cash held by treasurer

# Report & Accounts for year ended 31 December 2021

## 2ND WARWICK SEA SCOUT GROUP

### Summary of Movement on Individual Funds

	01-Jan-21 £	Receipts £	Expenditure £	Net Receipts £	Transfer between funds £	31-Dec-21 £
<b>Designated Funds</b>						
Boat Fund - unrestricted	2,165	-	2,776	2,776	(3,052)	1,889
Boat Fund - restricted	748	2,776	(6,576)	(3,800)	3,052	0
Boat Fund - total	<u>2,913</u>	<u>2,776</u>	<u>(3,800)</u>	<u>(1,023)</u>	<u>-</u>	<u>1,890</u>
Equipment Fund - unrestricted	4,174	-	(2,895)	(2,895)	-	1,279
Equipment Fund - restricted	0	-	-	-	-	-
Equipment Fund - total	<u>4,174</u>	<u>-</u>	<u>(2,895)</u>	<u>(2,895)</u>	<u>-</u>	<u>1,279</u>
New Building Fund - unrestricted (1)	82,775	9,248	(14,652)	(5,404)	(5,641)	71,730
New Building Fund - restricted	132,242	718,333	(861,203)	(142,870)	10,628	(0)
New Building Fund - total	<u>215,018</u>	<u>727,581</u>	<u>(875,855)</u>	<u>(148,274)</u>	<u>4,987</u>	<u>71,730</u>
Current Building Fund - unrestricted	5,234	-	(536)	(536)	-	4,698
Current Building Fund - restricted	-	-	-	-	-	-
Current Building Fund - total	<u>5,234</u>	<u>-</u>	<u>(536)</u>	<u>(536)</u>	<u>-</u>	<u>4,698</u>
Camp fund - unrestricted	4,000	-	-	-	-	4,000
Business Support fund - unrestricted	23,163	39,105	(8,600)	30,505	-	53,668
Assisted Places Fund - restricted	0	100	(73)	27	-	27
TOTAL Designated - unrestricted	121,511	48,353	(23,906)	24,447	(8,693)	79,597
TOTAL Designated - restricted	132,990	721,210	(867,853)	(146,643)	13,680	57,695
TOTAL Designated Funds	<u>254,501</u>	<u>769,563</u>	<u>(891,759)</u>	<u>(122,196)</u>	<u>4,987</u>	<u>137,292</u>
<b>General Funds - unrestricted</b>	15,481	49,894	(46,697)	3,197	(4,987)	13,691
Total Unrestricted funds	136,992	98,247	(70,604)	27,643	(13,680)	93,288
Total Restricted funds	132,990	721,210	(867,853)	(146,643)	13,680	57,695
<b>Total Funds</b>	<u><b>269,982</b></u>	<u><b>819,457</b></u>	<u><b>(938,456)</b></u>	<u><b>(118,999)</b></u>	<u><b>-</b></u>	<u><b>150,984</b></u>
Restricted funds - New Building (1)	132,242	718,333	(861,203)	(142,870)	10,628	(0)
Restricted Funds - other (2)	748	2,876	(6,650)	(3,773)	3,052	57,695
Total Restricted funds	<u>132,990</u>	<u>721,210</u>	<u>(867,853)</u>	<u>(146,643)</u>	<u>13,680</u>	<u>57,695</u>
Unrestricted funds - designated New Building (3)	82,775	9,248	(14,652)	(5,404)	(5,641)	71,730
Unrestricted funds - designated other (4)	38,736	39,105	(9,255)	29,851	(3,052)	7,867
Unrestricted funds - general	15,481	49,894	(46,697)	3,197	(4,987)	13,691
Total Unrestricted funds	<u>136,992</u>	<u>98,247</u>	<u>(70,604)</u>	<u>27,643</u>	<u>(13,680)</u>	<u>93,288</u>
<b>Total Funds</b>	<u><b>269,982</b></u>	<u><b>819,457</b></u>	<u><b>(938,456)</b></u>	<u><b>(118,999)</b></u>	<u><b>-</b></u>	<u><b>150,984</b></u>

(1) Restricted funds - New Building: grants, loan and donations given towards the New Hut and Boathouse fund and fundraising carried out specifically for the fund

(2) Restricted funds - other: grants given towards specific boat and equipment purchases, and towards leader training

(3) Unrestricted funds - designated New Building: amounts allocated by the trustees to the New Hut and Boathouse fund £4,987 of general funds from the 2020 surplus were designated in 2021 to the New Hut Fund

(4) Unrestricted funds - designated other: amounts allocated by the trustees to the boat capital and equipment capital funds.

### Approval

The accounts were approved by the trustees on 30 March 2022 and signed on their behalf by:

Signature VM Bosworth

Name Vivienne Bosworth

Position Chairperson - Group Executive

PD Underwood

Paul Underwood

Treasurer - Group Executive

## Report & Accounts for year ended 31 December 2021

### 2nd WARWICK SEA SCOUT GROUP

#### Note 1. RECEIPTS

	2021 £	2021 £	2020 £	2020 £
<b>Membership subscription (1)</b>		19,690		13,077
<b>Investment income received</b>		15		645
<b>Activities</b>				
Group	4,247		1,251	
Scouts	3,949		1,311	
Summer Camp (2)	12,216		2,151	
Cubs	1,038		1,373	
Beavers	630		35	
		22,080		6,121
<b>Donation &amp; Grants</b>				
Boat Capital (3)	2,776		0	
New Hut (4)	391,413		136,374	
Equipment Fund	0		2,750	
Business Support Fund (5)	39,105		33,968	
Assisted Places Fund (6)	100		0	
		433,395		173,092
<b>Fundraising (7)</b>				
General	0		0	
New Hut	13,730		6,193	
		13,730		6,193
<b>Other Receipts</b>				
Gift Aid - subscriptions	4,084		5,789	
Gift Aid - donations & sponsored events	4,933		1,342	
Uniform Payments (8)	1,827		765	
New Hut - Insurance	67,500		250,000	
New Hut - Short Term Loan (9)	250,000		0	
Hall Hire	1,398		0	
Equipment sales	0		75	
Other (10)	805		58	
		330,547		258,029
<b>TOTAL RECEIPTS</b>		<b>819,457</b>		<b>457,157</b>

(1) Gross subscription fees before deduction of OSM and GoCardless transaction fees

(2) Summer Camp was for Scouts only and was two weeks on Lake Windemere

(3) Donations & Grant income allocated to Boat Capital

(4) Donations & Grants allocated to the New Hut & Boathouse Capital fund

(5) Business Support Grants and Rates Relief received in response to Covid-19

(6) Donations received to fund a number of assisted child places in the group

(7) Fundraising includes Plant Sale, 100 Club, Event Marshalling, Comedy Night

(8) Uniform is accounted for out of activity budgets, and stock value monitored separately £1,365 as @ 31/12/21

(9) Warwick District Council provided a short term loan to cover building costs pending receipt of a grant

(10) Includes £240 contributions from participants towards the cost of the PowerBoat2 course, £260 in refundable key deposits for the TS Norton and donation of £150 for use of the trailer.

# Report & Accounts for year ended 31 December 2021

## 2nd WARWICK SEA SCOUT GROUP

### Note 2. PAYMENTS

	2021 £	2021 £	2020 £	2020 £
<b><u>Premises</u></b>				
Rent	1,557		1,482	
Utilities	2,732		1,637	
Insurance (1)	9,753		6,706	
Repairs/Renewals	554		781	
Phone/I.T. (2)	581		258	
Office Costs	<u>126</u>		<u>80</u>	
		15,303		10,944
<b><u>Activities (3)</u></b>				
Group	5,587		3,340	
Scouts	5,677		1,532	
Summer Camp	11,765		2,215	
Cubs	1,335		1,186	
Beavers	584		194	
Explorers	<u>910</u>		<u>988</u>	
		25,858		9,455
<b><u>Fundraising (4)</u></b>				
General	0		0	
New Hut	<u>4,842</u>		<u>428</u>	
		4,842		428
<b><u>Capitation</u></b>		5,074		5,588
<b><u>Other Expenses</u></b>				
Membership subscription transaction fees (5)	438		372	
Boat Repairs	2,438		1,780	
Equipment Repairs	1,077		0	
Uniform Expenses (6)	2,541		2,170	
New Hut - Loan Repayment (7)	250,000		0	
Subs Refund	176		64	
Assisted Places	73			
Training	<u>792</u>		<u>525</u>	
		257,535		4,911
<b><u>Capital Equipment</u></b>				
Camping (8)	2,895		50	
Boats (9)	3,800		539	
Current Hut	536		0	
New Hut (10)	550,790		381,084	
New Hut - Insured Costs	70,161		247,339	
Boathouse	62		0	
Camp Fund	0		0	
Business Support fund (11)	<u>1,600</u>		<u>805</u>	
		629,844		629,817
<b>TOTAL</b>		<b><u>938,456</u></b>		<b><u>661,143</u></b>

(1) Increased insurance costs due to additional building (TS Norton)

(2) Includes OSM service charge and cost of broadband. Increase due to broadband charge for both TS Norton and the Boathouse for part of the year

(3) Cost of section activities, increase is mainly due to a limited programme being run in 2020 due to Covid-19

(4) All fundraising costs allocated to New Hut in 2021

(5) Transaction fees on subscriptions charged by Online Scout Manager and GoCardless

(6) Uniform now accounted for out of activity budgets, and stock value monitored separately £1,365 as @ 31/12/21

(7) Repayment of loan to Warwick District Council

(8) Purchase of 5 expd tents and new toilet tents

(9) Purchase of kayaks and topper launching trollies

(10) Phase 2 of our "Building a Future" campaign completed - New HQ, TS Norton, completed

(11) Business Support grant spent on outdoor heaters at the Boathouse to allow Covid-friendly meetings to continue.