

Trustees' Annual Report

For the period

From (start date)

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to end date

3	1	0	3	2	4
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Section A

Reference and administration details

Charity name

1st Holme Valley (Holmfirth) Scout Group

Other names the charity is known by

Registered charity number (if any)

5 2 4 7 4 1

HQ registration number

8 1 5 4

Charity's principal address

The Scout Headquarters

Dunford Road

Holmfirth

Postcode

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Names of the charity trustees who manage the charity

(These will be published in the annual report of the charity and the Charity Register if reporting for a Registered Charity with a charity regulator)

	Trustee Name	Office (if any)	Dates acted if not for whole year
1	Rachel Loughlin	Chair	
2	Claire Bolton	GSL	
3	Alan Whitvam	Treasurer	
4	Alison Peaker		
5	Yvonne Radcliffe		
6	Andrew Armitage		
7	Sue Weston		
8	Haydn Scarborough		
9	Robert Hudson		
10	Mark Watson		
11	Paul Nyman		
12			
13			
14			
15			

Names and addresses of advisers (optional information but encouraged as best practice)

(These will be published in the annual report of the charity)

Type of advisor	Name	Address

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Section B

Structure, governance and management

Description of the charity's trusts

Type of governing document

(e.g. trust deed, constitution)

The Group's governing documents are those of the 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 constituted

(e.g. trust, association, company)

The Group is a trust established under its rules which are common to all Scouts.

Trustee selection methods

(e.g. appointed by, elected by)

The Trustees are appointed in accordance with the Policy, Organisation and Rules of The Scout Association.

Additional governance issues (optional information but encouraged as best practice)

You may choose to include additional information, where relevant, about:

The Group is managed by the Trustee Board, the members of which are the 'Charity Trustees' of the Scout Group which is an educational charity. As charity trustees they are responsible for complying with legislation applicable to charities. This includes the registration, keeping proper accounts and making returns to the Charity Commission as appropriate.

Policies and procedures adopted for:

- a) the induction and training of trustees;
- b) trustee' consideration of major risks and the systems and procedures to manage them

The Committee consists of 3 independent representatives, Chair, Treasurer and Secretary together with the Group Scout Leaders, individual section leaders (if opted to take on the responsibility) and parent's representation and meets every month.

Members of the Trustee Board complete five Scout Association training modules. 'Essential Information', GDPR, Safety, Safeguarding and Trustee introduction training within the first 5 months of joining the committee.

This Trustee Board exists to support the Group Lead Volunteer in meeting the responsibilities of the appointments and is responsible for:

- The maintenance of Group property;
- The raising of funds and the administration of Group finance;
- The insurance of persons, property and equipment;
- Group public occasions;
- Assisting in the recruitment of leaders and other adult support;
- Appointing any sub committees that may be required;
- Appointing Group Administrators and Advisors other than those who are elected.

Section B	Structure, governance and management (continued)
	Risk and Internal Control (Specimen 1) The Group Executive Committee has identified the major risks to which they believe the Group is exposed, these have been reviewed and systems have been established to mitigate against them. The main areas of concern that have been identified are: Damage to the building, property and equipment. The Group would request the use of buildings, property and equipment from neighbouring organisations such as the church, community centre and other Scout Groups. Similar reciprocal arrangements exist with these organisations. The Group has sufficient buildings and contents insurance in place to mitigate against permanent loss. Injury to leaders, helpers, supporters and members. The Group through the capitation fees contributes to the Scout Associations national accident insurance policy. Risk Assessments are undertaken before all activities. Reduced income from fund raising. The Group is primarily reliant upon income from subscriptions and fundraising. The group does hold a reserve to ensure the continuity of activities should there be a major reduction in income. The Committee could raise the value of subscriptions to increase the income to the group on an ongoing basis, either temporarily or permanently. Reduction or loss of leaders. The group is totally reliant upon volunteers to run and administer the activities of the group. If there was a reduction in the number of leaders to an unacceptable level in a particular section or the group as a whole then there would have to be a contraction, consolidation or closure of a section. In the worst case scenario the complete closure of the Group. Reduction or loss of members. The Group provides activities for all young people aged 6 to 18. If there was a reduction in membership in a particular section or the group as whole then there would have to be a contraction, consolidation or closure of a section. In the worst case scenario the complete closure of the Group. Risk and Internal Control (Specimen 2) The group has in place systems of internal controls that are designed to provide reasonable assurance against material mismanagement or loss, these include 2 signatories for all payments and a 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 Purpose of Scouting Scouting exists to actively engage and support young people in their personal development, empowering them to make a positive contribution to society. The Values of Scouting As Scouts we are guided by these values: Integrity - We act with integrity; we are honest, trustworthy and loyal. Respect - We have self-respect and respect for others. Care - We support others and take care of the world in which we live. Belief - We explore our faiths, beliefs and attitudes. Co-operation - We make a positive difference; we co-operate with others and make friends. The Scout Method Scouting takes place when young people, in partnership with adults, work together based on the values of Scouting and: - enjoy what they are doing and have fun - take part in activities indoors and outdoors - learn by doing - share in spiritual reflection - take responsibility and make choices - undertake new and challenging activities - make and live by their Promise.
Summary of the main activities in relation to these objects	ing, Hiking, Nature and Outdoors, Team work, challenges and
Additional details of the objectives and activities (optional information but encouraged as best practice)	
You may choose to include further statements, where relevant, about: • policy on grantmaking; • contribution made by volunteers; • policy on investments.	
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

readings.

Section D**Achievements and performance**

Summary of the main achievements of the charity during the year

The Group has continued to provide a high level of scouting activities. With the lessening of the Covid threat, meetings and activities have returned to pre pandemic levels. Numbers are increasing in all sections where places are available. Three of our members attend the World Scout Jamboree in Korea last year. The HQ has been re-roofed.

Section E**Financial Review**

Brief statement of the charity's policy on reserves

Reserves Policy

The Group's policy on reserves is to hold sufficient resources to continue the charitable activities of the group should income and fundraising activities fall short. The Group Executive Committee considers that the group should hold a sum equivalent to 12 months running costs, circa £35000

The Group held reserves of approximately £65000 against this at year end. This is above the level required for operating expenses. However this can be explained by the following.

Quantify and explain any designations

£25000 has been raised to replace the ageing Minibus

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

Further financial review details (optional information)

You **may choose** to include additional information, where relevant, about:

Investment Policy (Specimen 1)

- the charity's principal sources of funds (including any fundraising);

The Group's Income and Expenditure is very 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 banks or building societies or The Scout Association's Short Term Investment Service.

- how expenditure has supported the key objectives of the charity;

The Group Executive regularly monitors the levels of bank balances and the interest rates received to ensure the group obtains maximum value and income from its banking arrangements. Occasionally this may involve using an account that requires a period of notice before funds may be withdrawn, before doing so the Group Executive considers the cash flow requirements.

- investment policy and objectives;

Investment Policy (Specimen 2)

The Group does not have sufficient funds to invest in longer term investments. The Group has therefore adopted a risk averse strategy to the investment of its funds. All funds are held in cash using only mainstream banks or building societies.

Section F

Other Optional Information

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

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Section G

Declaration

The trustees declare that they have approved the trustees' report above

Signed on behalf of the charity's trustees

Signature(s)

Rachel Loughlin

Alan Whitwam

Full name(s)

Rachel Loughlin

Alan Whitwam

Position (eg Secretary, Chair)

Chair

Treasurer

Date

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1st Holme Valley (Holmfirth) Scout Group (Charity no. 524741)

Receipts and payments account

	Year start date	Year end date
For the year from	1-Apr-23	31-Mar-24

Receipts and payments

	2023/2024	2022/23
	Unrestricted funds	Unrestricted funds
	£	£
Receipts		
Donations, legacies and similar income		
Membership subscriptions	12,466	14,494
Donations	4,453	4,404
Legacies	-	-
Gift Aid	4,994	4,587
Camps and Activities	12,012	8,794
Sub total	33,924	32,279
Grants		
Maintenence grant	-	-
Other grants	-	6,500
Sub total	-	6,500
Fundraising events (gross)		
Annual Fund Raising	13,756	8,342
Swiss Trip	5,084	9,375
Jamboree	415	4,697
Neckers and Clothing	263	215
Sub total	19,518	22,629
Scout hut income		
Hire of building	-	-
Hire of equipment	400	370
Hire of equipment - Minibus	700	750
Sub total	1,100	1,120
Investment income		
Bank interest	1,384	
Building Society interest	-	-
The Scout Association Short Term Investment Service	-	-
Other investment income	-	497
Sub total	1,384	497
Total Gross Income	55,926	63,025
Asset and investment sales, etc.	-	-
Total receipts	55,926	63,025

1st Holme Valley (Holmfirth) Scout Group (Charity no. 524741)

Receipts and payments account

	Year start date	Year end date
For the year from	1-Apr-23	31-Mar-24

Receipts and payments

	2023/2024	2022/23
	Unrestricted funds	Unrestricted funds
	£	£
Payments		
Charitable Payments		
Membership subscriptions paid on (National/County/Area/District)	7,020	6,630
Youth programme and activities	11,467	9,903
Adult support and training	-	-
Water and Sewerage	233	173
Electricity and Gas	852	1,120
Insurance	1,155	629
Repairs and Renewals	1,908	2,304
Materials and equipment	281	2,289
Printing and photocopying	-	-
Contribution to camp costs	-	-
Uniforms Badges Books	1,095	712
AGM and trustee expenses	69	-
Toilets/Kitchen/Roof Boiler replacements	-	20,782
Minibuses	4,457	3,372
Minor Expenses	817	1,249
Sub total	29,354	49,163
Fundraising expenses		
Annual fund raising	4,126	794
Swiss Trip 2023	10,575	437
Jamboree	-	6,080
Woodland	-	-
Sub total	14,701	7,311
Total Gross Expenditure	44,055	56,474
Asset and investment purchases, etc.	-	-
Total payments	44,055	56,474
Net of receipts/(payments)	11,871	6,551
Cash funds last year end	54,093	47,542
Cash funds this year end	65,964	54,093

1st Holme Valley (Holmfirth) Scout Group (Charity no. 524741)

Receipts and payments account

	Year start date	Year end date
For the year from	1-Apr-23	31-Mar-24

Statement of assets and liabilities at the end of the year

	31-Mar-24 Unrestricted funds £	31-Mar-23 Unrestricted funds £
Cash funds		
Bank current account	22,467	31,985
Bank deposit account	43,492	22,108
Building society account	-	-
The Scout Association Short Term Investment Service	-	-
Cash/Floats	5	-
Total cash funds	65,964	54,093
(agree balances with receipts and payments account)	ok	ok
Other monetary assets		
Tax claim	-	-
Debts due from the County/Area/District/Group	-	-
Insurance claim	-	-
Sub total	-	-
Non monetary assets for charity's own use		
Badge stock	-	-
Shop stock	-	-
Other stock	-	-
Land and buildings	335,000	302,250
Motor vehicles	15,000	15,000
Scouting equipment, furniture etc	15,000	15,000
Other	-	-
Sub total	365,000	332,250
Liabilities		
Accounts not yet paid	-	-
Expenses incurred but not invoiced	-	-
Subscriptions not yet paid	-	-
Loan - detail	-	-
Other liabilities	-	-
Sub total	-	-
Total net assets	430,964	386,343

The above receipts and payments account and statement of assets and liabilities were approved by the Trustees on 29 May 2024 and signed on their behalf by

Signature
Rachel Loughlin (Chair)
Alan Whitwam (Treasurer)

Print Name
29-May-24 Rachel Loughlin
29-May-24 Alan Whitwam

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 1st Holme Valley (Holmfirth) Scout Group

I report to the trustees on my examination of the accounts of the 1st Holme Valley (Holmfirth) Scout Group for the year ended 31 March 2024

Responsibilities and basis of report

As the charity trustees of the 1st Holme Valley (Holmfirth) 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 1st Holme Valley (Holmfirth) 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 1st Holme Valley (Holmfirth) 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:

A P TURNER

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

ICAEW, 8566343

Address:

2 Acre Lane, Holmbridge, H09 2PW

Date:

14/5/2024