

Trustees' Annual Report

For the period

From (start date)

0 1 0 4 2 3

to end date

3 1 0 3 2 4

Section A

Reference and administration details

Charity name

8th Wakefield (Horbury Bridge) Scout Group

Other names the charity is known by

Horbury Bridge

Registered charity number (if any)

5 2 4 8 2 1

HQ registration number

1 0 0 1 0 0 8 0

Charity's principal address

The Wharfe

Rear of 214 Bridge Road Horbury

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	Karen Cooper	Group Lead Volunteer	
2	Carol Hargill	Secretary	
3	Caroline Rushworth	Treasurer	
4	Ross Finegan		
5	Liz Hardy		
6	Marcus Philips	Chair person	23/9/23 - Present
7	Melissa Ruscoe		
8			
9			
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11			
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

Section B

Structure, governance and management

Description of the charity's trusts

1 LT700001 (27 February 2024)

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

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 Trustee Board consists of the Chair, Treasurer and 6 Trustees (including 2 Ex Officio Trustees, and 2 co-opted Trustees) and meets every 3 months.

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

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

Section B**Structure, governance and management (continued)****Risk and Internal Control (Specimen 1)**

The Group Trustee Board 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 rental income from hiring out the hall. The Group is primarily reliant upon income from subscriptions and rental income. The group does hold a reserve to ensure the continuity of activities should there be a major reduction in income. The Board 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 4 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

We provide program activities on a weekly basis aligned to the badge program set out by The Scout Association. Additionally we provide camping opportunities for each of the sections as well as other off site visits. We endeavour to get the young people to attain the top awards for their section as well as developing social and independent skills.

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 headings.

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

For several years we have managed to keep subscription costs down and subsidise some of the camps and off-site activities. We are still carrying a small surplus £9K in the bank which will ensure we can maintain the premises and land alongside covering our annual outgoings. We are quite fortunate in that we have a regular weekly hire and other smaller hires throughout the year. We closed a beaver section at our satellite group due

to low take up - despite having a waiting list for beavers - most parents want our main site at Horbury Bridge.

Section E	Financial Review
Brief statement of the charity's policy on reserves	<p>Reserves Policy</p> <p>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. Trustee Board considers that the group should hold a sum equivalent to 12 months running costs, circa £4K</p> <p>The group held £5K above the annual running costs. This is explained by the remaining grant funding we received during 2020 (Covid Grant) and the regular weekly rental income.</p> <p>The reserve funds are to be used to maintain the building and land</p>
Quantify and explain any designations	
Details of any funds materially in deficit (circumstances plus steps to eliminate)	None
Further financial review details (optional information)	
<p>You may choose to include additional information, where relevant, about:</p> <ul style="list-style-type: none">• the charity's principal sources of funds (including any fundraising);• how expenditure has supported the key objectives of the charity;• investment policy and objectives;	<p>Investment Policy (Specimen 1)</p> <p>The Group's Income and Expenditure is adequate although insufficient 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.</p> <p>The Group Trustee Board 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 Trustee Board considers the cash flow requirements.</p> <p>Investment Policy (Specimen 2)</p> <p>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.</p>
Section F	Other Optional Information

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

We plan to open another section subject to recruiting additional volunteers to assist with this. This will bring in additional income to the group.


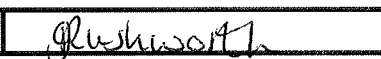
Section G

Declaration

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

Signed on behalf of the charity's trustees

Signature(s)

Full name(s)

MARCUS PHILLIPS CARONNE RUSHWORTH

Position (eg Secretary, Chair)

CHAIR. TREASURER.

Date

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8th Wakefield (Horbury Bridge) Scout Group
Registered Charity 524821

2023-2024

Bank Transfer	1,500.00
Donation	880.12
Events	0.00
Events - Beavers	2,210.00
Events - Cubs	2,073.00
Events - Explorers	605.00
Events - Scouts	2,355.00
Fundraising	180.35
Gift Aid	2,707.71
Membership fee - explorers	560.00
Membership Fees	12,667.00
Rent	5,299.00
Uniform	42.40
Utilities	11.46

Expense

Activity Equipment	1,075.32
Admin	603.44
Badges	429.83
Bank Fees	654.81
Bank Transfer	1,500.00
Camping Equipment	115.48
Events	1,701.00
Events - Beavers	1,058.37
Events - Cubs	5,649.15
Events - Explorers	1,523.99
Events - Scouts	1,348.00
Insurance	3,168.73
Membership Costs	6,720.57
OSM	189.89
Remembrance Wreath	55.00
Uniform	0.00
Utilities	1,808.82
Venue Maintenance	3,603.59
Website	248.48

Account balances

8th Wakefield (Horbury Bridge)	1,956.92
NatWest	7,184.06

Summary

Account balance brought forward	9,504.41
Total income	31,091.04
Total expenditure	31,454.47
Net income	-363.43

Account balance carried forward	9,140.98
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8th Wakefield (Horbury Bridge) Scout Group
Registered Charity 524821

Statement of assets and liabilities 2024

Cash Funds Current account	9140.98
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Non monetary assetts for groups main use

Land	20,000
Building	212,122

Total	241,262.98
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Independent examiner's report to the trustees of 8th Wakefield (Horbury Bridge) Scout Council

I report to the trustees on my examination of the accounts of the 8th Wakefield (Horbury Bridge) for the year ended 31st March 2024.

Responsibilities and basis of report

As the charity trustees of the 8th Wakefield (Horbury Bridge) 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 8th Wakefield (Horbury Bridge) 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 8th Wakefield (Horbury Bridge) 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: James Humbles BSc (Hons), CISA, CRISC

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

Address: 9 Stannard Well Lane, Horbury, WF4 6BW

Date: 4th July 2024