

# Trustees' Annual Report for the period

From

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To

3 1 0 3 2 0 2 4

## Section A

## Reference and administration details

Charity name

2ND ACOMB (ST.STEPHEN'S SCOUT GROUP)

Other names the charity is known by

Registered charity number (if any)

5 2 4 8 3 0

HQ registration number

1 4 3 4 2

Charity's principal address

BEHIND ACOMB CHURCH HALL

FRONT STREET

ACOMB, YORK.

POSTCODE

Y O 2 4 3 B X

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	Robert Dickenson	Chair	
2	Lisa West	Secretary	
3	Charlotte Walker	Treasurer	From 10/07/2023
4	Rebecca Lincoln	Group Scout Lead Volunteer	
5	Janet McPherson		
6	Rachel Paxton		From 10/07/2023
7	Beverley Wright		From 10/07/2023
8	Sarah Brogan		From 10/07/2023
9	Shannyn Brogan		From 10/07/2023
10	Sarah Barnes		From 10/07/2023
11	Russ Odom	Deputy Chair	From 10/07/2023
12	Susan Oxlade	PCC St Stephen's Church	From 14/09/2023

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
Bank	Barclays Bank plc	1-3 Parliament Street, York. YO1 8SE
Bank	Lloyds Bank plc	2 Pavement, York. YO1 9UP
Insurer	Unity Insurance	Suite 8, The Quadrant, Business Park, 60 Marlborough Road, Lancing BN15 8UW



## 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 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

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

#### Trustee selection methods

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

#### Additional governance issues

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

The Group Trustee Board consists of 3 independent representatives, Chair, Treasurer and Administration Lead together with the Group Scout Lead Volunteer, along with 6 General Trustees (4 with specific Lead responsibilities) plus 2 Youth Ambassadors and meets every 3 months.

Members of the Group Trustee Board complete 'Essential Information for Trustee Board' training within the first 5 months of joining the Board and each member has been appointed for between 1 & 3 years.

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

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

Since 1988 the Group have owned Redmire Station House and this property is owned under a "Declaration of Trust" with 4 Trustees (2 Group Trustees and 2 Redmire Trustees)

A Group of individual volunteers are responsible for the day to day running, maintenance, financing and hiring of the property. They report to the Group Trustee Board and Group Leadership Team.

# Scouts



## 2nd Acomb (St Stephen's) Scout Group

### Section B Structure, governance and management (continued)

#### Risk and Internal Control

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:

- a) **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.
- b) **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.
- c) **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 Board could raise the value of subscriptions to increase the income to the group on an ongoing basis, either temporarily or permanently.
- d) **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.
- e) **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 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.

# Scouts



## 2nd Acomb (St Stephen's) Scout Group

### Section C

### Objectives and activities

#### **The Purpose of Scouting**

Scouting exists to actively engage and support young people in their personal development, empowering them to make a positive contribution to society.

#### **The Values of Scouting**

As Scouts we are guided by these values:

**Integrity** - We act with integrity; we are honest, trustworthy and loyal.

**Respect** - We have self-respect and respect for others.

**Care** - We support others and take care of the world in which we live.

**Belief** - We explore our faiths, beliefs and attitudes.

**Co-operation** - We make a positive difference; we co-operate with others and make friends.

The range of activities provided for the children is now at a normal level. We now have 8 sections ranging from Squirrels, Beavers, Cub Scouts, Scouts and Explorer Scouts aged between 4 years old and 18 years old.

#### **The Scout Method**

Scouting takes place when young people, in partnership with adults, work together based on the values of Scouting and:

- a) enjoy what they are doing and have fun
- b) take part in activities indoors and outdoors
- c) learn by doing
- d) share in spiritual reflection
- e) take responsibility and make choices
- f) undertake new and challenging activities
- g) make and live by their Promise.

#### **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.

# Scouts



## 2nd Acomb (St Stephen's) Scout Group

### Section D

### Achievements and performance

The Scout Group continues to run 8 individual sections with supporting adult leadership. Membership subscriptions are collected via Direct Debit alongside paying for activities. The Group has run a "Keep us Camping" campaign to raise funds for appropriate replacement transport along side other funds which have been raised via Grants and Donations for specific topics of a capital nature. The Group now has a lottery licence with City of York Council. The Group continue to have a methodology of collecting Gift Aid payments from HMRC on a quarterly basis.

### Section E

### Financial Review

#### Finance statement

The Financial Accounts have been adjusted along the lines of the required format by the Scout Association and Charity Commission with an adjustment for grossing up of money paid (£8.1k) for member subscriptions payable to Ebor District, North Yorkshire County and UK Scouts.

Receipts have increased from £48k to £63k supported in the main by an increase of £2k in membership subscriptions plus £10k received from various grants and donations received. Income from Group run camps and fundraising events has increased by £2k along with additional hire income of £3k from our activity centre Redmire Station House.

Overall expenditure has increased by a small amount. Our HQ cost of utilities has reduced by £5k due to estimations by our Gas & Electric supplier. Future camps costs are £2k more whilst the transport running costs show a reduction of £3k. Redmire Station costs have increased by £3k and our membership subscription to District, County and National Scouting has increased by £1.2k.

#### 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. We are looking to maintain a reserve equal to 3 months general running expenditure. The Redmire Sub-committee consider they should hold a sum equivalent to 12 months running. The amount of Resrves to be held is reviewed by the Group Trustee Board annually at each AGM.

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 mainstream banks.

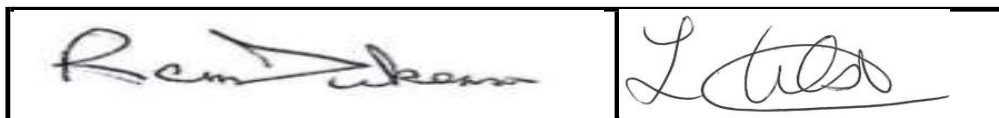
### Section F

### 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)

Robert Dickenson

Lisa West

Position (eg Secretary, Chair)

CHAIR

SECRETARY

Date

1 2 0 7 2 0 2 4



# 2nd Acomb (St Stephen's) Scout Group (Charity no. 524830) Receipts and Payments Account

For the year from

1st April 2023

To

31st March 2024

## Receipts and payments

	Unrestricted funds £	2023/24				Total funds £	2022/23 Total funds £
		Restricted Funds - Minibus £	Restricted Funds - Tents	Restricted Funds - Utilities	Restricted Funds - Scouts £		
<b>Receipts</b>							
<b>Donations, legacies and similar income</b>							
Membership subscriptions	17,658	-	-	-	-	17,658	16,075
Individual Donations	444	3,500	-	-	-	3,944	1,489
Point of Sale donations	171	-	-	-	-	171	104
Raffle	-	115	-	-	-	115	-
100 Club	-	252	-	-	-	252	-
Gift Aid	2,577	600	-	-	-	3,177	4,070
Fundraising Events	-	2,439	-	-	-	2,439	150
<b>Sub total</b>	<b>20,851</b>	<b>6,906</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>27,757</b>	<b>21,888</b>
<b>Grants</b>							
Ward Grant	-	-	-	-	3,500	3,500	-
Other grants	-	-	500	1,245	-	1,745	216
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>500</b>	<b>1,245</b>	<b>3,500</b>	<b>5,245</b>	<b>216</b>
<b>Trading Income</b>							
Stalls	-	340	-	-	-	340	-
Sale of donated stock	120	-	-	-	-	120	28
Hire of Scout building	8	-	-	-	-	8	-
Hire of vehicle	415	-	-	-	-	415	415
Hire of Redmire	13,336	-	-	-	-	13,336	10,429
	13,879	340	-	-	-	14,218	10,872
<b>Income from Charitable Activities</b>							
Scouting Activities - in Year	12,099	-	-	-	-	12,099	11,177
Scouting Activities - Future	3,850	-	-	-	-	3,850	3,070
Scouting Activities - Refunds	-	-	-	-	-	-	(400)
Group Socials	-	-	-	-	-	-	64
<b>Sub total</b>	<b>15,949</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>15,949</b>	<b>13,911</b>
<b>Investment income</b>							
Bank interest	369	-	-	-	-	369	57
The Scout Association Short Term Investment Service	10	-	-	-	-	10	2
Other investment income	-	-	-	-	-	-	-
<b>Sub total</b>	<b>379</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>379</b>	<b>58</b>
<b>Total Gross Income</b>	<b>51,058</b>	<b>7,246</b>	<b>500</b>	<b>1,245</b>	<b>3,500</b>	<b>63,548</b>	<b>46,945</b>
<b>Asset and investment sales, etc.</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,000</b>
<b>Total receipts</b>	<b>51,058</b>	<b>7,246</b>	<b>500</b>	<b>1,245</b>	<b>3,500</b>	<b>63,548</b>	<b>47,945</b>



**2nd Acomb (St Stephen's) Scout Group (Charity no. 524830)**  
**Receipts and Payments Account**

For the year from	1st April 2023	To	31st March 2024
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Receipts and payments							
		2023/24					2022/23
	Unrestricted funds £	Restricted funds - Minibus £	Restricted funds - Tents £	Restricted funds - Utilities £	Restricted funds - Scouts £	Total funds £	Total funds £
<b>Payments</b>							
<b>Charitable Activities</b>							
Membership subscriptions paid on (National/County/Area/District)	8,100	-	-	-	-	8,100	6,900
Camp costs - in year	13,633	-	-	-	-	13,633	13,638
Camp costs - future	2,968	-	-	-	-	2,968	660
Group Socials	-	-	-	-	-	-	40
Section Running costs	428	-	500	-	1,107	2,035	-
Adult support and training	-	-	-	-	40	40	-
Rent	812	-	-	-	-	812	110
Water and Sewerage	-	-	-	-	-	-	515
Electricity, Gas and Water	490	-	-	165	-	655	5,638
Insurance	1,110	-	-	-	-	1,110	1,568
Fire Prevention Costs	495	-	-	-	-	495	170
Repairs and Renewals	71	-	-	-	-	71	82
Materials and equipment	498	-	-	-	-	498	743
Transport - Insurance & Licence	208	-	-	-	-	208	1,680
Transport - Fuel	674	-	-	-	-	674	1,619
Transport - Repairs	352	-	-	-	-	352	1,042
Printing, photocopying	226	-	-	-	-	226	51
Web Site	285	-	-	-	-	285	99
Badges	2,232	-	-	-	-	2,232	2,032
Uniforms	424	-	-	-	-	424	1,136
AGM and trustee expenses	126	-	-	-	-	126	42
Go Card, OSM & other costs	1,583	-	-	-	26	1,609	1,639
<b>Sub total</b>	34,716	-	500	165	1,172	36,554	39,407
<b>Fundraising expenses</b>							
Donation platform costs	50	249	-	-	-	298	41
<b>Sub total</b>	50	249	-	-	-	298	41
<b>Trading expenses</b>							
Redmire running costs	10,926	-	-	-	-	10,926	8,648
Redmire administration costs	797	-	-	-	-	797	33
Redmire building works	2,354	-	-	-	-	2,354	3,158
<b>Sub total</b>	14,077	-	-	-	-	14,077	11,839
<b>Total Gross Expenditure</b>	48,843	249	500	165	1,172	50,929	51,287
<b>Asset and investment purchases, etc.</b>	-	-			-	-	-
<b>Total payments</b>	48,843	249	500	165	1,172	50,929	51,287
<b>Net of receipts/(payments)</b>	2,215	6,997	-	1,080	2,328	12,620	(3,343)
<b>Transfers between funds</b>	-	-	-	-	-	-	-
<b>Cash funds last year end</b>	32,658	1,092	-	-	-	33,750	37,093
<b>Cash funds this year end</b>	34,873	8,089	-	1,080	2,328	46,370	33,750



## 2nd Acomb (St Stephen's) Scout Group (Charity no. 524830) Receipts and Payments Account

For the year from	1st April 2023	To	31st March 2024
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### Statement of assets and liabilities at the end of the year

		31st March 2024					31st March 2023
	Unrestricted funds	Restricted funds - Minibus	Restricted funds - Tents	Restricted funds - Utilities	Restricted funds - Scouts	Total funds	Total funds
	£	£	£	£	£	£	£
<b>Cash funds</b>							
Bank current accounts	8,379	-	-	-	410	8,788	7,686.94
Bank deposit accounts	29,500	8,089	-	1,080	1,918	40,587	29,011.07
Advances	(3,006)	-	-	-	-	(3,006)	(3,357.00)
The Scout Association Short Term Investment Service	(0)	-	-	-	-	(0)	408.88
Cash/Floats	-	-	-	-	-	-	-
<b>Total cash funds</b>	<b>34,873</b>	<b>8,089</b>		<b>1,080</b>	<b>2,328</b>	<b>46,370</b>	<b>33,749.89</b>
(agree balances with receipts and payments a/c) ok							
<b>Other monetary assets</b>							
Tax claim	-	-	-	-	-	-	-
Debts due from the District	-	-	-	-	-	-	-
Insurance claim	-	-	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Investment assets</b>							
Investment property - detail	-	-	-	-	-	-	-
Quoted investments	-	-	-	-	-	-	-
Other investments - detail	-	-	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Non monetary assets for charity's own use</b>							
Badge stock	2,772	-	-	-	-	2,772	-
<b>Land and Buildings</b>							
At Cost	80,380	-	-	-	-	80,380	80,380.00
<b>Other Assets at Valuation</b>							
Motor vehicles & Trailers	3,300	-	-	-	-	3,300	3,300.00
Scouting equipment, furniture etc	7,600	-	-	-	-	7,600	7,600.00
Trophies	100	-	-	-	-	100	100.00
<b>Sub total</b>	<b>91,380</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>91,380</b>	<b>91,380.00</b>
<b>Liabilities</b>							
Accounts not yet paid	-	-	-	-	-	-	-
Expenses incurred but not invoiced	-	-	-	-	-	-	-
Subscriptions not yet paid	-	-	-	-	-	-	-
Other liabilities	-	-	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total net assets</b>	<b>126,253</b>	<b>8,089</b>	<b>-</b>	<b>1,080</b>	<b>2,328</b>	<b>137,750</b>	<b>125,129.89</b>

The above receipts and payments account and statement of assets and liabilities were approved by the Trustees on 12th July 2024 and signed on their behalf by

Signature

Name

Robert Dickenson	Chairman
Charlotte Walker	Treasurer





**INDEPENDENT EXAMINER'S REPORT**  
**TO THE TRUSTEE BOARD OF**  
**2ND ACOMB (ST. STEPHEN'S) SCOUT GROUP**

I report on the Accounts of the Group for the year ended 31st March 2024.

**Respective responsibilities of Trustees and Examiner**

The Group's Trustee Board is responsible for the preparation of the Accounts and consider that an audit is not required for this year under Section 144 (2) of the Charities Act 2011 (the Act) and that an independent examination is required.

It is my responsibility to:

- 1) Examine the Accounts under Section 145 of the 2011 Act;
- 2) To follow the procedures laid down in the General Directions given by the Charities Commission under Section 145(5)(b) of the 2011 Act;
- 3) To 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 by the Charity Commission. An examination includes a review of accounting records kept by the Group and a comparison of the Accounts with those records. It also includes consideration of any unusual items or disclosures in the Financial Statements, and seeking explanations from you as Trustees concerning 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.

- a) to keep accounting records in accordance with Section 130 of the 2011 Act; and
- b) to prepare Financial Statements which accord with the accounting records; and
- c) to 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 Financial Statements to be reached.

Signed

A handwritten signature in blue ink, appearing to read "R Turpin".

Name;

Mr Richard Turpin

Qualification:

AAT Qualified and CIMA Student

Address:

18 Balmoral terrace  
Southbank  
York  
YO23 1HS

Date:

27 January 2025