

# 2nd Rhiwbina Scout Group

## Trustees' Annual Report

For the period year ending December 2023



From (start date)

0 1 0 1 2 2

to end date

3 1 1 2 2 3

### Section A

### Reference and administration details

Charity name

2nd Rhiwbina Scout Group

Group Registration No.

3 1 8 1 4

Registered Charity No. (if any)

5 2 4 9 5 7

Principal contact address

Rebecca Hannaway

50 Rhiwbina Hill

Cardiff

Postcode

CF14 6UQ

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
Kate Margetts	Chairperson	1 Jan 2023 - 10 May 2023
Joni Alexander	Chairperson	10 May 2023 - 31 Dec 2023
Steve Margetts	Treasurer	1 Jan 2023 - 10 May 2023
Rebecca Hannaway	Treasurer	10 May 2023 - 31 Dec 2023
Martyn Hurley	Group Scout Leader	
Ian Roche	Secretary	

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

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

Advisors	Name	Address
Bankers	Lloyds TSB Bank PLC	Victoria Park, Cardiff Branch
Bankers	CAF Bank Plc	25 Kings Hill Avenue, Kings Hill, West Malling, Kent ME19 4JQ
Bankers	HSBC	94 Albany Road, Cardiff CF24 3RT
Independent Examiner	Liesa Nottle	c/o The Beacon Centre, Harrison Drive, Cardiff, CF3 OPJ

### Section B

### Structure, governance and management

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.

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 Committee consists of independent representatives including the Chair, Treasurer and Secretary, together with the Group Scout Leader, individual section leaders and other interested parties such as parents of children in the group. The committee meets several times throughout the year.

This Group Trustee Board 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 Advisors other than those who are elected.

## Section B

### Structure, governance and management (continued)

#### Risk and Internal Control

The group has in place systems of **internal controls** that are designed to provide reasonable assurance against material mismanagement or loss, these include two authorisations 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 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

The main activities are:

- Games-led teaching activities.
- Outdoor activities of den building, fire lighting, orienteering and hiking.
- Camping adventures staying under canvas and exploring the natural world.
- Pioneering projects to learn knots and lashings.
- Community engagement activities to keep the group connection with our local area.

One of the core aims of Scouting is to equip the children with 'Skills for Life'. We aim provide a programme of activities which offer a broad range of experiences from adventurous activities through creative arts and caring. The programmes are also designed to push the children for the broadest experience..

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 Group during the year:

2023 marked a return to 'activities as usual' with a range of outings and trips throughout the year, a week-long Scout summer camp, and summer and winter camps for the cub sections. Weekly activities including work towards badges continued across the year, and the Group hosted a summer BBQ social event in May.

May 2023 also marked the formal adoption of the recommended Scout Constitution (at the AGM) and transition of our Chairperson and Treasurer roles to new Trustees. Kate Margetts and Steve Margetts volunteered over ten years of dedicated service to the Group, and their experience, expertise, professionalism and support were incredibly important to the Group's stability, growth and achievements over that time. All their hard work and contributions are recognised and appreciated.

The annual census figure for January 2024 shows we have 131 young people under the age of 18 in the Group. This growth reflects an intake of members across all sections following the closure of 3rd Rhiwbina in the autumn.

In October 2023, the Trustees raised Membership Subscriptions to £10 per month per member - the first increase in subs since 2013 - and refreshed Gift Aid declarations. This is reflected in an increase to subs income received (from £9,075 in 2022 to £10,530 in 2023) which will carry through into an increase in Gift Aid income next year. The District did not offer Scout Post in 2023, and no grants were secured. The Trustees will focus on identifying other sources of income and fundraising activities in 2024 to support on-going operational costs.

The highest costs for the Group continue to be building and contents insurance and utility bills, which increased substantially in 2023. The Trustees continue to consider long-term energy cost saving options. Spending on repairs and maintenance was lower in 2023 compared with 2022 (which included a refurbishment of the kitchen) with the majority of 2023 costs relating to essential updates for electrical and gas certifications.

Overall, the Group made a loss of £5,113 over the 2023 year, reflecting the fact that income does not cover on-going costs of all Youth Programme activities and building running costs.

Finally the committee would like to thank the section leaders and other volunteers for their continuing hard work in delivering a fantastic scouting programme at 2nd Rhiwbina.

**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 approx 1 years running costs, circa £30,000.

The Group held reserves of £62,993 at year end, which is above that required for operating expenses. However, the group owns its own property and grounds so a higher level of savings is required to fund building and maintenance projects.

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

The Group has no funds/accounts in deficit.

**Investment Policy**

The Group's Income and Expenditure is very small and as a consequence does not have sufficient funds to consider 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, building societies or The Scout Association's Short Term Investment Service.

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 its cash flow requirements.

**Section F****Other Optional Information**Plans for future periods (details of any  
significant activities planned to achieve them)**Section G****Declaration**

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

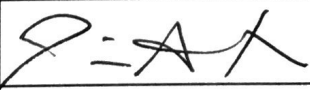
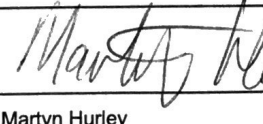
Signed on behalf of the Group's trustees:

Signatures

Names

Position (eg Chair, Sec.)

Date

	
Joni Alexander	Martyn Hurley
Chair	Group Scout Leader
15th May 2024	

## 2nd Rhiwbina Scout Group Receipts and Payments Account

From the year from 

1st January	To	31st December
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### Receipts and payments

	2023 Unrestricted funds £	2022 Unrestricted funds £
<b>Receipts</b>		
<b>Donations, legacies and similar income</b>		
Membership subscriptions	10,530	9,075
Donations	563	19
Legacies	-	-
Gift Aid	1,390	855
Other similar income	-	-
<b>Sub total</b>	<b>12,483</b>	<b>9,949</b>
<b>Grants</b>		
Maintenence grant	-	-
Grants (COVID etc.)	-	2,000
<b>Sub total</b>	<b>-</b>	<b>2,000</b>
<b>Fundraising (gross)</b>		
Scout post	-	-
Event income	799	438
Riverkings Fundraising	639	-
Scout Shop Commission	70	48
Camp deposits and fees	10,341	8,997
<b>Sub total</b>	<b>11,849</b>	<b>9,483</b>
<b>Scout Hall income</b>		
Hire of building	4,397	3,767
Hire of equipment	-	-
Other Scout Hall income	-	-
<b>Sub total</b>	<b>4,397</b>	<b>3,767</b>
<b>Investment income</b>		
Bank interest	141	83
Building Society interest	-	-
The Scout Association Short Term Investment Service	-	-
Other investment income	-	-
<b>Sub total</b>	<b>141</b>	<b>83</b>
<b>Total Gross Income</b>	<b>28,870</b>	<b>25,282</b>
<b>Asset and investment sales, etc.</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>28,870</b>	<b>25,282</b>

# 2nd Rhiwbina Scout Group Receipts and Payments Account

From the year from

1st January

To

31st December

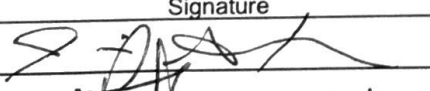
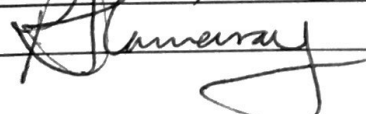
## Receipts and payments

	2023 Unrestricted funds £	2022 Unrestricted funds £
<b>Payments</b>		
<b>Charitable Payments</b>		
Membership subscriptions paid on (National/County/Area/District)	6,548	7,001
Youth programme and activities	14,753	9,973
Adult support and training	-	-
Council tax	20	161
Water and Sewerage	311	195
Electricity and Gas	3,865	2,234
Insurance	3,057	2,808
Repairs and renewals	1,757	5,231
Materials and equipment	442	887
Printing and photocopying	-	-
Contribution to camp costs	-	-
Uniforms and badges	1,604	614
AGM and Trustee expenses	227	-
Leaving gifts and similar	50	156
Other costs - Ground Rent	250	250
Other costs- donations and similar	-	1,200
Other costs - bank charges	130	143
<b>Sub total</b>	<b>33,015</b>	<b>30,852</b>
<b>Fundraising expenses</b>		
Scout post	-	-
Fundraising Event costs and TV license	969	1,078
Other fundraising costs		
<b>Sub total</b>	<b>969</b>	<b>1,078</b>
<b>Total Gross Expenditure</b>	<b>33,984</b>	<b>31,930</b>
<b>Asset and investment purchases, etc.</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>33,984</b>	<b>31,930</b>
<b>Net of receipts/(payments)</b>	<b>- 5,113</b>	<b>- 6,648</b>
<b>Cash Funds last year end</b>	<b>68,106</b>	
<b>Cash Funds this year end</b>	<b>62,993</b>	

# Statement of assets and liabilities at the end of the year

	31st Dec 2023	31st Dec 2022
	Unrestricted funds £	Unrestricted funds £
<b>Cash funds</b>	-	
Bank current account	43,077	48,241
Bank deposit account	-	-
Long term savings account	19,865	19,865
The Scout Association Short Term Investment Service	-	-
Cash/Floats	51	-
<b>Total cash funds</b>	<b>62,993</b>	<b>68,106</b>
<b>Other monetary assets</b>		
Tax claim	-	-
Debts due from the County/Area/District/Group	-	-
Insurance claim	-	-
<b>Sub total</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>Non monetary assets for charity's own use</b>		
Badge stock	-	-
Shop stock	-	-
Other stock	-	-
Land and buildings	-	-
Motor vehicles	-	-
Scouting equipment, furniture etc	-	-
Other	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>
<b>Liabilities</b>		
Accounts not yet paid / cheques written not cashed	615	-
Expenses incurred but not invoiced	-	1,021
Subscriptions not yet paid	-	-
Loan - detail	-	-
Other liabilities	-	-
<b>Sub total</b>	<b>615</b>	<b>1,021</b>

The above receipts and payments account and statement of assets and liabilities were approved by the Trustees on 15/05/2024 (the date of the Executive Committee meeting that approved the accounts) and signed on their behalf by

Signature	Print Name
	Joni Alexander - Chair
	Rebecca Hannaway - Treasurer



Section A

Independent Examiner's Report

Report to the trustees/  
members of

2<sup>nd</sup> Rhiwbina Scout Group

On accounts for the year  
ended

2023

Charity no  
(if any)

5245957

Set out on pages

1 and 2

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **31 /12/ 2023**.

Responsibilities and  
basis of report

As the charity trustees of the Trust, 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 Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed 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 (other than that disclosed below \*) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

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

*\* Please delete the words in the brackets if they do not apply.*

Signed:

Date: 29/04/2024

Name:

Liesa Nottle

Relevant professional  
qualification(s) or body  
(if any):

Address:

% The Beacon Centre, Harrison Drive,  
Cardiff, CF3 0PJ



Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners)

Give here brief details of any items that the examiner wishes to disclose