

Trustees Annual Report – 01/01/2022 to 31/12/2022

1 Reference and Administration Details

Charity Name: 10th Widnes (Hough Green) Scout Group
Other names: Hough Green Scouts
Charity Number: 701064
Scout registration: 6660XS
Principal Address: 4 Hall Avenue, Widnes, Cheshire, WA8 8XS

1.1 Trustees

Nicholas Walker	Trustee Board Chair
Gary Austin	Trustee Board Secretary
Susan Rosbottom	Trustee Board Treasurer
Karen Foggin	Lead Volunteer/Group Team Leader
Leza Walker	Trustee Board Deputy Chair
Josh Foulger	Trustee Board Member/Quartermaster (part year)
Elizabeth Ainsworth	Trustee Board Member (part year)
Rachel Cooper	Section Team Leader Beavers
Amanda Brown	Section Team Assistant – Beavers
Alison Ryan	Section Team Assistant – Beavers
Jamie Foulger	Section Team Leader – Cubs (part year)
Matthew Richards	Section Team Assistant (acting as Leader) – Scouts
David Worthington	Section Team Assistant – Scouts
Richard Hamilton	Section Team Assistant – Scouts
Emily Brown	Section Team Assistant – Scouts
Jack Woodward	Section Team Assistant – Scouts

2 Structure, Governance and Management

2.1 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 (POR) of the Scout Association.

2.2 Group Scout Council

The Group Scout Council is the electoral body to which the Group Trustee Board is accountable. Membership of the Group Scout Council is open to:

- Scouters
- Group Active Support Managers and members
- Colony Pack and Troop Assistants
- Skills Instructors
- Administrators

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- Advisers
- Patrol Leaders
- All Parents of Beavers, Cubs and Scouts
- Any other supporters, including former Scouts and their parents, admitted by the Lead Volunteer/Group Team Leader, the Group Trustee Board the Group Scout Council
- the District Commissioner and District Chair are ex-officio members of the Group Scout Council.

2.3 Constitution

The Group is a trust established under the Policy, Organisation and Rules of the Scout Association.

2.4 Trustee Selection

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

2.5 Group Trustee Board

The Group is led by the Lead Volunteer/Group Team Leader and managed by the Group Trustee Board. They are accountable to the Group Scout Council for the satisfactory running of the Group.

The Group Trustee Board exists to support the Lead Volunteer/Group Team Leader in meeting the responsibilities of their appointment.

Members of the Group Trustee Board must act collectively as charity Trustees of the Scout Group, and in the best interests of its members to:

- Comply with the Policy, Organisation and Rules of The Scout Association
- Protect and maintain any property and equipment owned by and/or used by the Group
- Manage the Group finances.
- Provide insurance for people, property and equipment.
- Provide sufficient resources for Scouting to operate. This includes, but is not limited to, supporting recruitment, other adult support, and fund-raising activities.
- Promote and support the development of Scouting in the local area.
- Manage and implement the Safety Policy locally
- Ensure that a positive image of Scouting exists in the local community.
- Appoint and manage the operation of any sub-Committees, including appointing a Chair to lead the sub-Committees
- Ensure that Young People are meaningfully involved in decision making at all levels within the Group
- The opening, closure and amalgamation of sections as necessary.
- And all other duties as set out in Policy, Organisation and Rules.

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2.6 Risk and Internal Control

The Group Trustee Board Committee has identified the major risks to which they believe the Group is exposed which are:

2.6.1 Injury to Leaders, Helpers, Supporters or Members

The Group supports compliance with the Safety Policy and ensures appropriate risk assessment; elimination, reduction and control measures are taken to reduce the likelihood of any injuries.

In addition, through membership fees, the Group contributes to the Scout Association's national accident insurance policy.

2.6.2 Damage to Buildings, Property or Equipment

The Group would request the use of buildings, property and equipment from neighbouring organisations. The Group has sufficient buildings and contents insurance in place to mitigate against permanent loss.

2.6.3 Reduced Income from Subscriptions and Fund Raising

The Group is primarily reliant upon income from subscriptions and fund-raising. The Group holds adequate reserves to ensure the continuity of activities should there be a major reduction in income. The Group Trustee Board could also raise the value of subscriptions to increase the Group income either temporarily or permanently.

2.6.4 Reduction or Loss of Leaders

The Group is totally reliant upon volunteers to run and administer the activities of the Group. If there were a reduction in the number of volunteers to an unacceptable level, then there would have to be a contraction, consolidation or closure of activities or sections.

2.6.5 Reduction or Loss of Members

If there were a reduction in membership of a particular section or the Group as a whole then there would have to be a contraction, consolidation or closure of a section.

3 Objectives and Activities

The primary objective of the Group is that of the Scout Association generally, namely:

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'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.

The activities of the Group are:

- The provision of the Scouting programme for 6-14 years old members

4 Achievements and Performance

4.1 Fundraising

The Group was able to resume fundraising activities when COVID related restrictions were lifted. A Bag Pack, a Bingo Night, and a Christmas Fair, raised £336, £255, and £733 respectively. The Group also received donations of £55 from a parent for the purchase of a climbing harness, £500 from TK Maxx/Homebase, and an Omicron (COVID related) grant of £2667 From Halton Borough Council.

4.2 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.

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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 Trustee Board aims to maintain £5K contingency.

The Group held this amount in reserve at year end. This is below the level required for operating expenses. However, monies restricted for the Group 'Building Fund' may be utilised as contingency, exceptionally, and subject to approval by the Group Trustee Board.

The Group Trustee Board also routinely monitors funds that are restricted/ring-fenced for specific uses.

5.2 Investment Policy

The Group Trustee Board regularly monitors the levels of bank balances and any interest rates applied to ensure that the Group obtains maximum value and income from its banking arrangements.

The Group needs easy and swift access to its funds and operates a risk averse strategy, so does not invest in stocks and shares. All funds are held in cash using only mainstream banks.

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5.3 Financial Statement and Independent Examiners Report

			Income	Expenses	Net
Opening Balances		Sub-total	172,594.72	0.00	172,594.72
Sections					
	Loans and Grants		300.00	0.00	300.00
	Beavers		17.74	(100.39)	(82.65)
	Cubs		0.00	(290.57)	(290.57)
	Scouts		3,528.13	(4,542.10)	(1,013.97)
	Levy		1,831.50	0.00	1,831.50
		Sub-total	5,677.37	(4,933.06)	744.31
Capitation		Sub-Total	871.50	(2,111.50)	(1,240.00)
HQ - Covid Budget					
	Omicom Grant		2,667.00	0.00	2,667.00
	Repairs and Renewals		850.00	(2,246.91)	(1,396.91)
	Heating and Lighting		0.00	(346.36)	(346.36)
	Insurance		0.00	(2,425.71)	(2,425.71)
	Cleaning		0.00	(71.12)	(71.12)
	Waterplus		0.00	(374.51)	(374.51)
	HBC Non Domestic Rates		0.00	(79.36)	(79.36)
	HBC Trade Waste		0.00	(174.95)	(174.95)
	Misc Licenses/Fees		0.00	(40.00)	(40.00)
	Misc Leader Training		0.00	(548.07)	(548.07)
	Stores/Equipment		0.00	(6,177.48)	(6,177.48)
	Purchases across Sections		0.00	(1,594.19)	(1,594.19)
	Sundries		0.00	(218.25)	(218.25)
	AGM		0.00	(93.77)	(93.77)
		Sub-total	3,517.00	(14,390.68)	(10,873.68)
HQ	Stores/Equipment	Sub-total	0.00	(55.00)	(55.00)
Fund Raisers					
	Christmas Fayre		1,192.59	(469.51)	723.08
	Donations - Unsolicited		55.00	0.00	55.00
	Donations - Solicited		550.00	0.00	550.00
	Bingo Night		255.00	0.00	255.00
	Bag Pack		336.40	0.00	336.40
		Sub-total	2,388.99	(469.51)	1,919.48
Miscellaneous					
	Interest/Gift Aid		383.53	0.00	383.53
	Sundry Expenses		24.42	(95.55)	(71.13)
		Sub-total	407.95	(95.55)	312.40
Total Income and Expenditure			185,457.53	(22,055.30)	163,402.23
Closing Balance c/fwd					163,402.23

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STATEMENT OF ASSETS AND LIABILITIES

	Unrestricted £	Restricted £	Total £
Cash/Bank funds	1,149.25	162,252.98	163,402.23
<i>350CHF cash held over from Summer 2010 activity trip to Kandersteg, Switzerland, but no other monetary assets.</i>			
Investment assets (see Note 2)	6,200.00		6,200.00
No Liabilities (see Note 3)			

Movements in restricted funds during the year:

	Balance B/Forward £	Receipts £	Payments £	Balance C/Forward £
Camps	1,055.64	0.00	0.00	1,055.64
Contingency	5,000.00	0.00	0.00	5,000.00
International Fund	1,739.97	0.00	0.00	1,739.97
Woggle	1,000.00	0.00	0.00	1,000.00
Sections	1,805.60	1,523.24	-1,763.06	1,565.78
Bequest from Mr Kenneth Dean	144,154.93	196.22	0.00	144,351.15
Covid Grants	17,549.67	2,667.00	-13,556.23	6,660.44
London Trip	80.00	0.00	0.00	80.00
Cromwell Memorial Fund Donation	0.00	0.00	300.00	300.00
TK Maxx/Homebase Community Fund Donation	0.00	0.00	500.00	500.00
	172,385.81	4,386.46	-14,519.29	162,252.98

NOTES:

1	The Financial Statement was prepared using the Receipts and Payments basis.
2	Fixed asset owned by the Group is the HQ building at Hall Avenue, rateable value £6200. Assets recognised but not valued in the Statement of Assets and Liabilities include moveable furnishings and the contents of the stores (tentage, etc.).
3	No liabilities to record on the Statement of Assets and Liabilities; no bills/costs outstanding for works, services, or goods.

Independent examiner's report to the trustees of 10th Widnes (Hough Green) Scout Group

I report to the trustees on my examination of the accounts of the 10th Widnes (Hough Green) Scout Group for the year ended 31st December 2022.

Responsibilities and basis of report

As the charity trustees of the 10th Widnes (Hough Green) 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 10th Widnes (Hough Green) 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.

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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 10th Widnes (Hough Green) 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: *Jayne Vernon*

Name: **Jayne Vernon**

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

Address: **61 Spinney Avenue, Hough Green, Widnes. WA8 8LB**

Date: **04/6/2023**

6 Optional section for any future significant activities or major projects

After many years of heavy usage, the flooring throughout Headquarters is showing significant signs of wear and tear. The Group Trustee Board is planning a project to renovate it, and hopes to achieve funding towards the cost.

7 Declaration

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

Signed on behalf of the charity's trustees:

Signature:

Date:

Full Name: Karen Foggin

Position: Lead Volunteer/ Group Team Leader

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Signature:

Date:

Full Name: Nick Walker

Position: Trustee Board Chair