

Trustees' Annual Report

For the period

From (start date) 1st January 2023 to 31st December 2023

Section A

Reference and administration details

Charity name

10th Widnes (Hough Green) Scout Group

Other names the charity is known by

Hough Green Scouts

Registered charity number (if any)

701064

HQ registration number

6660XS

Charity's principal address

4 Hall Avenue

Widnes

Cheshire

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	Nicholas Walker	Group Trustee Board Chair	
2	Leza Walker	Group Trustee Board Deputy Chair	
3	Gary Austin	Group Trustee Board Secretary	
4	Susan Rosbottom	Group Trustee Board Treasurer	
5	Karen Foggin	Group Lead Volunteer / Acting Cub Leader	
6	Rachel Cooper	Section Team Leader - Beavers	
7	Amanda Brown	Section Team Assistant - Beavers	
9	James Barrowcliff	Section Team Assistant - Cubs / Group Quartermaster	
10	Matthew Richards	Section Team Assistant (acting as Leader) - Scouts	
11	David Worthington	Section Team Assistant - Scouts	
12	Richard Hamilton	Section Team Assistant - Scouts	
13	Emily Brown	Section Team Assistant - Scouts	
14	Jack Woodward	Section Team Assistant - Scouts	

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 Trustee Board consists of the Chair, Treasurer and 6 Trustees (including 2 Ex Officio Trustees, and 2 co-opted Trustees) and generally meets monthly, term time.

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**

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 other Scout Groups, under reciprocal arrangements. 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, levy, and fund raising. The Group holds a reserve to ensure the continuity of activities should there be a major reduction in income. The Group Trustee Board could raise the value of subscriptions and/or levy 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, or, in the worst case scenario the complete closure of the Group.

Note that the Group operates internal controls to provide reasonable assurance against material mismanagement or loss, and comprehensive insurance policies to ensure that insurable risks are covered. Group bank accounts are multi signatory. Most regular payments to the Group for subscriptions, camps, etc. are automatically collected via a direct bank payment network, which significantly reduces the amounts of cash handled, and is supported by a comprehensive electronic audit trail.

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

The provision of a varied programme for 6 to 14 years old members.

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

The Group has a successful fund raising team and has fund raised £2,313 over the year (see Section E), a 20% increase on the amount raised over the previous year, and objectives were met without needing access to contingency funds.

10th WIDNES (HOUGH GREEN) SCOUT GROUP

Charity no. 701064

Financial Statement for Financial Year Ending 31st December 2023

		Income	Expenses	Net
Opening Balances	Sub-total	163,402.23	0.00	163,402.23
Sections				
Beavers		648.00	(79.49)	568.51
Cubs		588.00	(81.84)	506.16
Scouts		2,733.00	(1,522.21)	1,210.79
Levy		1,917.50	0.00	1,917.50
	Sub-total	5,886.50	(1,683.54)	4,202.96
Capitation	Sub-total	1,406.34	(2,432.25)	(1,025.91)
HQ - Covid Budget				
Repairs and Renewals			(959.54)	(959.54)
Heating and Lighting			(1,162.38)	(1,162.38)
Insurance			(2,704.41)	(2,704.41)
Cleaning			(85.90)	(85.90)
Waterplus			(267.65)	(267.65)
HBC Non Domestic Rates			(41.71)	(41.71)
HBC Trade Waste			(188.95)	(188.95)
Misc Leader Training			(75.00)	(75.00)
Stores/Equipment			(1,066.10)	(1,066.10)
Sundries			(61.12)	(61.12)
AGM			(47.68)	(47.68)
	Sub-total		(6,660.44)	(6,660.44)
HQ				
Stores/Equipment			(160.01)	(160.01)
Cleaning			(32.50)	(32.50)
Repairs and Renewals			(473.53)	(473.53)
Waterplus			(51.71)	(51.71)
Heating and Lighting			(124.54)	(124.54)
	Sub-total		(842.29)	(842.29)
Fund Raisers				
Christmas Fayre		1,005.01	(185.23)	819.78
Donations - Unsolicited		112.00		112.00
Donations - Solicited				0.00
Stalls at Christmas Fair		80.00		80.00
Widnes Rotary		250.00		250.00
Asda Foundation		500.00		500.00
Bingo Night		601.01	(50.10)	550.91
	Sub-total	2,548.02	(235.33)	2,312.69
Miscellaneous				
Interest/Gift Aid		1,410.03		1,410.03
London Trip			(80.00)	(80.00)
Sundries/Admin			(319.58)	(319.58)
Misc Awards/donations			(140.71)	(140.71)
Misc Licenses/Fees			(20.00)	(20.00)
	Sub-total	1,410.03	(560.29)	849.74
Total Income and Expenditure				162,238.98
Closing Balance c/fwd				162,238.98

STATEMENT OF ASSETS AND LIABILITIES

	Unrestricted £	Restricted £	Total £
Cash/Bank funds	3,200.79	159,038.19	162,238.98
350CHF cash held over from Summer 2010 activity trip to Kandersteg, Switzerland, but no other monetary assets.			
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	1,565.78	3,919.00	-1,563.11	3,921.67
Bequest from Mr Kenneth Dean	144,351.15	572.09	0.00	144,923.24
Covid Grants	6,660.44	0.00	-6,660.44	0.00
London Trip	80.00	0.00	-80.00	0.00
Cromwell Memorial Fund Donation	0.00	300.00	0.00	300.00
TK Maxx/Homebase Community Fund Dc	0.00	500.00	0.00	500.00
Widnes Rotary	0.00	250.00	-152.33	97.67
Asda Foundation	0.00	500.00	0.00	500.00
	161,452.98	6,041.09	-8,455.88	159,038.19

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.

Prepared by Sue Rosbottom, Group Treasurer

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.

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 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: *12/05/2024*

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 fund raising activities fall short. The Group Trustee Board aims to continually maintain a £5K contingency.

The Group held reserves of £5K contingency at year end. This is below the level required for operating expenses, but monies restricted for the Group "Building Fund" may also be used as contingency, exceptionally, and subject to approval by the Group Trustee Board.

Quantify and explain any designations

The Group Trustee Board routinely monitors funds that are restricted / ring fenced for specific uses (see the Financial Statement for details of these funds).

Further financial review details
Investment policy and objectives

Investment Policy

The Group currently requires quick and easy access to its funds so does not invest in longer term investments. The Group has adopted a risk averse strategy to the investment of its funds. All funds are held in cash using only mainstream banks. The Group Trustee Board regularly monitors the levels of balances and interest rates received to ensure maximum value and income from its banking arrangements.

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

The following fund raisers have supplemented routine income from subscriptions and levy; Christmas Fayre £820, unsolicited donations £112 (D Worthington, P. Norcross, and anonymous), solicited donations £80 (stalls at Christmas Fayre), £250 (Rotary Club), £500 (Asda Foundation), and £551 Bingo Night. The Group received £1410 interest on accounts, but Gift Aid due was not processed in time to be included in this years accounts. Levy payments received by the Group totalled £1917.

How expenditure has supported the key objectives of the charity;

The Group has continued to routinely well maintain the building, and replenished stores and equipment to support outdoor activities.

Section F

Other Optional Information

Plans for future periods

After many years of heavy usage, the Group Trustee Board are planning to refurbish the flooring throughout the building.

To continue to maintain and improve the building internally, and externally as far as is possible.

To continue efforts to increase the numbers of trustees, leaders, assistants, and members.

To continue to work hard at fund raising, under direction of our refreshed dedicated fund raising team.

The Group Trustee Board will continue to protect the future of the Group and Scouting and Guiding in Hough Green.


Section G

Declaration

The trustees declare that they have approved the trustees' report above (signed on original)

Signed on behalf of the charity's trustees

Signature(s)



Full name(s)

Nick Walker

Karen Foggin

Position (eg Secretary, Chair)

Chair

Group Scout Leader

Date

10th June 2024