

Trustees' Annual Report

For the period from 1st April 2022 to 31st March 2023

Section A

Reference and administration details

Charity name: 1st Thornbury Scout Group

Registered charity number: 900432

Charity's principal address: c/o 4 Mallow Close
Thornbury
Bristol
South Gloucestershire
BS35 1UE

Names of the charity trustees who manage the charity

	Trustee Name	Office (if any)	Dates acted if not for whole year
1	Dave Johns	Group Chair	Until 15/07/22
2	Fiona Rees	Group Secretary	
3	Rob Mills	Group Scout Leader	
4	Kathryn Gow	Group Treasurer	
5	Hayley Gibson	Deputy Treasurer	
6	Andrew Covell	Member - Section Leader	
7	Ruth Wong	Member - Section Leader	
8	Laurence Blackwell	Member - Section Leader	
9	Owen Luke	Member - Section Leader	
10	Helen Chapman	Group Chair	From 29/11/22

Section B

Structure, governance and management

Description of the Charity's Trusts

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.

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

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

The Group is managed by the Group Executive Committee, 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 3 independent representatives, Chair, Treasurer and Secretary together with the Group Scout Leaders, individual section leaders (if opted to take on the responsibility) and parent's representation and meets every 6 times a year.

Members of the Executive Committee complete 'Essential Information for Executive Committee' training within the first 5 months of joining the committee.

This Group Executive Committee 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.

Risk and Internal Controls

The Group Executive Committee 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 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 Committee 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 6 to 14. 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.

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 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 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

The provision of scouting to approximately 160 young people throughout the year in accordance with the Policy, Organisation and Rules of the Scout Association and with sound financial management.

Section E

Financial Review

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 4 months running costs, circa £10,000.

The Group held reserves of approximately £28,871 against this at year end. This is above the level required for operating expenses. However this can be explained by the Group raising funds for future developments to the scout hut.

The Group's Income and Expenditure is very small and as a consequence does not have sufficient funds 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.

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 the cash flow requirements.

Section F

Declaration

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

Signed on behalf of the charity's trustees

Signature(s)

Fiona Rees Kathryn Gow

Full name(s)

FIONA REES KATHRYN GOW

Position (eg Secretary, Chair)

SECRETARY GROUP TREASURER

Date

05 NOV 2024

1st Thornbury Scout Group
1st April 2022 - 31st March 2023

	Year to 31st March 2023	Year to 31st March 202
	£	£
Total receipts for the year	25,629.50	33,705.36
Total payments for the year(22,866.42).....(21,409.42).....
Net receipts (payments) for the year2,763.08.....12,295.94.....
Write Off/Outstanding Payment from Prev Yrs Accts0.00.....0.00.....
Cash, bank and similar funds brought forward34,889.32.....	<u>22,593.38</u>
Cash, bank and similar funds carried forward	<u>37,652.40</u>	<u>34,889.32</u>

The above account and accompanying statement of assets and liabilities
were approved by the Trustees

on and signed on their behalf by

Group Executive Chair

1st Thornbury Scout Group
1st April 2022 - 31st March 2023

RECEIPTS

	This Year 22-23	Last Year 21-22
	£	£
MEMBERSHIP SUBSCRIPTIONS	16,313.68	14,849.12
INVESTMENT INCOME RECEIVED		
Bank Interest	126.42	1.62
Property Rents	230.00	205.00
CAPITATION REFUND	0.00	0.00
DONATIONS GRANTS	1,605.00	4,040.21
TRANSPORT	0.00	0.00
FUND RAISING	2,723.47	2,731.60
GIFT AID	0.00	10,842.46
SECTION LOAN	0.00	0.00
INSURANCES (Explorer Contribution)	1,156.00	1003.00
RESERVE ACCOUNT DRAWDOWN	0.00	0.00
HALL MAINT/UTILITY REFUNDS	0.00	32.35
SCOUTING REFUNDS (Badges and Camps)	1,453.84	0.00
SECTION ALLOTMENT REFUND	2021.09	0.00
BANK CHARGE REFUND	0.00	0.00
SUNDRY RECEIPTS	0.00	0.00
TOTAL RECEIPTS	25,629.50	33,705.36

1st Thornbury Scout Group
1st April 2022 - 31st March 2023

PAYMENTS

	This Year 22-23	Last Year 21-22
	£	£
PREMISES		
Water/Sewage	(219.00)	(141.00)
Council Charges	(89.60)	(45.74)
Light/Heat	(1,917.29)	(1,157.94)
Insurance (Bldg & Eqpt)	(1,789.90)	(1,543.30)
Cleaning/Maint/Cap Expenditure	(1,590.59)	(4,797.28)
Hire Charges	0.00	0.00
Wifi	(150.90)	(159.80)
	<hr/> (5,757.28)	<hr/> (7,845.06)
SECTION ALLOTMENT	(1,880.00)	(2,697.92)
SECTION LOAN	0.00	0.00
SUBS REFUNDS	(30.03)	0.00
GIFT AID COSTS	0.00	0.00
TRANSPORT	0.00	0.00
LEADER TRAINING	(60.00)	(110.00)
LEADER UNIFORM	0.00	(92.99)
BADGES	(758.20)	(246.20)
SCOUTING EVENTS	0.00	0.00
PRINT/POSTAGE/STATIONERY	0.00	(20.62)
EQUIPMENT REPAIR	0.00	0.00
EQUIPMENT PURCHASE	(3,388.16)	(188.27)
SUNDRY COSTS & AGM COSTS	(984.75)	(53.86)
CAPITATION	(7,888.00)	(7,740.50)
FUND RAISING EXPENSES	(2,025.00)	(2,276.00)
DONATIONS	0.00	0.00
BANK CHARGES	0.00	0.00
RESERVE ACCOUNT DEPOSIT	0.00	0.00
OSM FEES	(95.00)	(138.00)
TOTAL PAYMENTS	(22,866.42)	(21,409.42)

1st Thornbury Scout Group
1st April 2022 - 31st March 2023

TOTAL ASSETS

	This Year 22-23	Last Year 21-22
	£	£
Bank Deposit Account(s):		
Current Account	8,781.17	6,144.51
(Capital) Reserve Account	28,871.23	28,744.81
Cash in hand	0.00	0.00
	37,652.40	34,889.32
Outstanding Receipts	0.00	0.00
Outstanding Payments	0.00	0.00
Accrual For Ground Rent	0.00	0.00
Total Carried Forward	37,652.40	34,889.32
Land and Buildings (Lease) - Note 1	148,000.00	148,000.00
Motor vehicles (owned)	3,000.00	3,000.00
Scout Equipt, furniture, etc (owned) - Replacement Value - Note 2	18,770.27	18,770.27

Notes:

1. L&B based on 2012 revaluation for Insurance (£109,000 "Main HQ", £39,000 for "New HQ", £7,000 for Main HQ "Building Contents")
2. Reflects Scouting Equipment and "Loose" Building Contents; £19,000 Insurance Cover

England & Wales

Template 1: Unqualified report for a non-company charity preparing receipts and payments accounts with a gross income of £250,000 or less in the relevant financial year

Independent examiner's report to the trustees of 1st Thornbury Scout Group Scout Council

I report to the trustees on my examination of the accounts of the 1st Thornbury Scout Group for the year ended 31st March 2023.

Responsibilities and basis of report

As the charity trustees of the 1st Thornbury 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 1st Thornbury 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 1st Thornbury 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:



Name: Matthew Estcourt Pearce

Relevant professional qualification or membership of professional bodies (if any): Bank Manager, ACIB (lapsed)

Address: 17 Chatsworth Park, Thornbury, Bristol, BS35 1JF

Date:

3/6/2023