

# 11<sup>th</sup> Winchester (Hyde & Weeke) Scout Group

## Annual Report and Accounts of the Trustees

6<sup>th</sup> April 2022 to 5<sup>th</sup> April 2023

Charity Number: 900476 HQ Registration Number: 10010203

Address: The Log Cabin, Stockbridge Road, Winchester, Hampshire SO226RH

### Names of the Trustees:

Trustee Name	Office (if any)	Dates Acted if not for whole year
Nick Elborough	Group Scout Leader	
Tim Andrews	Group Treasurer	
Martin Hall	Group Chairman	
Jonathan Rial	Deputy Group Scout Leader	
Paul Littler	Group Secretary	
Giles Gooding	Trustee	

### SECTION A: Names of Advisors

Type of Advisor	Name	Address
District Chair	Richard Mendelsohn	<a href="mailto:richardmendelsohn@btinternet.com">richardmendelsohn@btinternet.com</a>
District Commissioner	Robin Cook	<a href="mailto:Robincook107@gmail.com">Robincook107@gmail.com</a>
District Development Officer	Lisa Gibbons	<a href="mailto:Winscouts.ddo@gmail.com">Winscouts.ddo@gmail.com</a>
Independent Examiner	Paul Clarke	<a href="mailto:Pclarke1975@gmail.com">Pclarke1975@gmail.com</a>

### SECTION B1: Structure, governance and management

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 consisting of 3 independent representatives, Chair, Treasurer and Secretary together with the Group Scout Leader, Deputy Group Scout Leader and other trustees meets every 3 months.

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.

## **SECTION B2: Risk and Internal Control**

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.

**General risk of COVID-19 infection spread** - Risk assessments relating to members, leaders and the general public are carried out before all activities and are approved by district before the activities are undertaken. Guidance on when scouting activities resume/take place is provided by the Scouts Framework and Covid-19 restart checklists.

**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, hall hire 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 18. 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.

**Improper or uncontrolled expenditure:** The group has in place systems of internal controls that are designed to provide reasonable assurance against material mismanagement or loss, these include 2 signatories for all payments and a comprehensive insurance policies to ensure that insurable risks are covered. There is also a budget process that is followed and reviewed at each group executive meeting.

## **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.

**Progressive and stimulating programs:** Progressive activities based on the interests of young people. Activities in contact with nature, a rich learning environment where simplicity, creativity, and discovery come together to provide adventure and challenge. Beavers, Cubs, and Scouts have weekly meetings and other events, such as weekend camps and outings. Meetings are filled with games, skills, crafts, and other activities. Adult volunteer Scouters operate the program with the help of parents and other volunteers.

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 11th has gone from strength to strength since a virtual restart after the pandemic.

We have a healthy Executive committee of 8 members. We currently have 63 active leaders up from 48 last year. Almost all of these leaders have joined since 2020. This makes us one of the largest Groups in the Winchester District currently serving 130 young people in 2 Beaver colonies, 2 Cub Packs and 2 Scout Troops up from 113 last year - a 15% increase in membership.

In January we also opened a squirrel drey on a Saturday morning serving children from 4 to 6 years old. This has been a huge success with 10 children and as many leaders having all sorts of adventures.

We have 128 young people on the joining list ranging from 14 years old down to 7 months old!

Our policy remains to give priority to children where the parents can volunteer and we regularly reach out to the joining list. Having built up our volunteer leader base we are now looking at opening up our sections to young people where the parents may not be able to help out so readily.

We also host 2 Explorer units; Trident and Excalibur who's 50 plus teenagers make use of all our facilities.

Although many of our leaders are new to Scouting they have been very active in getting up to speed on Scouting skills. From one in 2020 we now have 5 Nights Away Permit holders across the sections which has enabled us to run many camps over the year from the Cub camp on Brownsea Island last July to Beaver camps at Pinsent and our annual hill walking trip for Scouts in Snowdonia at Easter.

A highlight of the year was our role as duty group for the District which included helping to organise the District St George's Day parade. Our performance of "Scouts of the World" in the Cathedral was a triumph and a credit to all involved.

For the coming year we have plans to improve the outside areas around the log cabin with a new sheltered area and some landscaping. We are also looking to recruit some help with some of the admin tasks that come with such a large group.

We are very well positioned with a young and enthusiastic cohort of volunteers who will, I feel, benefit greatly from the changes that are to be implemented in Scouting over the coming year.

#### **SECTION E Financial Review**

**Statement of Accounts:** As the charities gross income is less than £250,000 and the POR does not require accruals accounts, we prepare an annual Receipts and Payments summary, alongside a Statement of Assets and Liabilities and this annual report. The Independent Examiners Report is also attached.

**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 12 months running costs, circa £10,000.

It was also decided in 2021 to increase these reserves by £1,000/year to be used for any structural property repairs that may be required to the Log Cabin. Reserves now stand at circa £12,000.

**Investment Policy:** 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 Other optional information**

No further detail.

#### **SECTION G Declaration**

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

Signatures		
Names	Nick Elborough	Martin Hall
Positions	Group Scout Leader	Group Chairman
Date	30/06/2023	30/06/2023

# 11<sup>th</sup> Winchester (Hyde & Weeke) Scout Group

## Receipts & Payments Account

11th Winchester Scout Group (Weeke and Hyde)						
Receipts and Payments Account						
		Year start date		Year end date		
	For the year from	6/4/22	To	5/4/23		
<b>Receipts and payments</b>						
		<b>Unrestricted</b>				
		£				
<b>Receipts</b>						
<b>Donations, legacies and similar income</b>						
Membership subscriptions		17,776				
Less: Membership subscriptions paid on (National/County/Area/District)		-				
Net membership subscriptions retained		17,776				
Donations		270				
Legacies		-				
Gift Aid		-				
Other similar income - Scouting Activities		2,302				
<b>Sub total</b>		21,028				
<b>Grants</b>						
Maintenance grant		-				
Other grants		120				
<b>Sub total</b>		120				
<b>Fundraising (gross)</b>						
Bonfire Event		2,413				
Quiz		1,102				
<b>Sub total</b>		3,515				
<b>Investment income</b>						
Bank interest		65				
Other receipts		832				
The Scout Association Short Term Investment Service		-				
Property Rent income		10,506				
Other investment income		-				
<b>Sub total</b>		11,543				
<b>Total Gross Income</b>		44,287				
<b>Asset and investment sales, etc.</b>						
		-				
<b>Total receipts</b>		44,287				


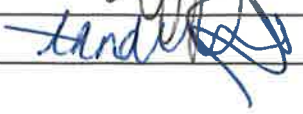
	For the year from	6/4/22	To	5/4/23
<b>Receipts and payments</b>				
		<b>Unrestricted</b>		
		<b>£</b>		
<b>Payments</b>				
<b>Charitable Payments</b>				
Youth programme and activities		7,415		
Adult support and training *donation		-		
Rent		-		
Water and Sewerage		281		
Electricity and Gas		2,753		
Insurance		3,944		
Property Maintenance		3,790		
Materials and equipment		722		
Property Repairs		306		
Uniforms/Badges		1,173		
AGM and admin expenses		1,224		
Bank Charges		-		
Loan Repayment		-		
Capitation		3,883		
<b>Sub total</b>		31,057		
<b>Fundraising expenses</b>				
Fundraising expenses		1,304		
		-		-
		-		-
		-		-
<b>Sub total</b>		1,304		
<b>Total Gross Expenditure</b>		32,402		
<b>Asset and investment purchases, etc.</b>		-		-
<b>Total payments</b>		32,402		
<b>Net of receipts/(payments)</b>		11,885		
<b>Cash funds last year end</b>		31,803		
<b>Cash funds this year end</b>		43,688		

# 11<sup>th</sup> Winchester (Hyde & Weeke) Scout Group

## Statement of Assets & Liabilities

Statement of assets and liabilities at the end of the year				
		1		
		Unrestricted		
		£		
<b>Cash funds</b>				
Bank current account		31,544		
Bank deposit account		12,063		
Expense Account		76		
The Scout Association Short Term Investment Service		-		
Cash/Floats		-		
<b>Total cash funds</b>		43,686		
<b>Other monetary assets</b>				
Tax claim		-		
Debts due from the County/Area/District/Group		-		
Insurance claim		-		
<b>Sub total</b>		-		
<b>Investment assets</b>				
Investment property - detail		-		
Quoted investments		-		
Other investments - detail		-		
<b>Sub total</b>		-		
<b>Non monetary assets for charity's own use</b>				
Badge stock		-		
Shop stock		-		
Other stock		-		
Land and buildings - The Log Cabin, Stockbridge Road		708,574		
Motor vehicles		-		-
Scouting equipment, furniture etc		20,264		-
Other		-		-
<b>Sub total</b>		728,838		-
<b>Liabilities</b>				
Accounts not yet paid		-		-
Subscriptions not yet paid		-		-
Loan - detail		-		-
Other liabilities		-		-
<b>Sub total</b>		-		-

The above receipts and payments account and statement of assets and liabilities were approved by the Trustees on 5th July 2023 and signed on their behalf by

Signature	Print Name	
	MARTIN HALL	Chair
	TIM ANDREWS	Treasurer





**CHARITY COMMISSION  
FOR ENGLAND AND WALES**

## **Independent examiner's report on the accounts**

### **Section A**

### **Independent Examiner's Report**

**Report to the trustees/  
members of**

Charity Name

**11<sup>th</sup> Winchester (Hyde & Weeke) Scout Group**

**On accounts for the year  
ended**

**5<sup>th</sup> April 2023**

**Charity no  
(if any)**

**900476**

**Set out on pages**

**5-8**

*(remember to include the page numbers of additional sheets)*

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **05 / 04 / 2023**.

**Responsibilities and  
basis of report**

As the charity's trustees, 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 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 ~~(other than that disclosed below \*)~~ which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

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.

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

**Signed:**

**Date:**

**28 June 2023**

**Name:**

**Paul Clarke**

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

Association of Chartered Certified Accountants

**Address:**

32 Cranworth Road

Winchester

Hampshire, SO22 6SE

**Section B**

**Disclosure**

Only complete if the examiner needs to highlight material 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.**

n/a