

3rd Ballymena Scout Group

Northern Ireland · Charity number 103874

Details

Status	Received
Registered	2015-09-03
Register	View on the Charity Commission for Northern Ireland register

Contact

Address	32 Broughshane Road Ballymena BT43 7dx BT43 7DX
Phone	07703497162
Email	c.dick996@btinternet.com
Website	lesliecarswell2@gmail.com

Activities

Purposes: Promoting the development of young people in achieving their full physical, intellectual, and spiritual potentials, as individuals, as responsible citizens and as members of their local, national, and international communities.

What the charity does: The advancement of education, The advancement of citizenship or community development

How the charity works: Cross-border/cross-community, Cultural, Sport/recreation, Volunteer development, Youth development

Who the charity helps: Children (5-13 year olds), Youth (14-25 year olds)

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£10,667	£9,749	£0	0

Trustees

Name	Role	Appointed
Dr Mark Dick		
Mr Leslie Carswell		
Mr Mark Mckane		
Mr Steve Boyd		
Mr. Nicky McBride		
Mrs Hilary Caithness		
Mrs Jane Thompson		
Mrs. Karen Brownlow		
William Carswell		

3rd Ballymena Scout Group

Northern Ireland - Charity number 103874

Accounts

**3rd Ballymena Scout Group (Charity no. 103874)
Receipts & Payments Account**

For the year from	01 April 2024	to	31 March 2025
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Receipts and Payments

	2025			2024	
	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	Total Funds £	Total Funds £
Receipts					
Donations, legacies & similar income					
Membership Subscriptions	5,860			5,860	4,150
Donations					18
Camp Income		1,332		1,332	257
Gift Aid	863			863	519
Other similar income					
Sub Total	6,723	1,332		8,055	4,944
Grants					
Maintenance Grant	1,600	1,000		2,600	2,385
Equipment Grant					
Camp Grant					
Sub Total	1,600	1,000		2,600	2,385
Fundraising events (gross)					
Other Fundraising Activities					8
Sub Total	0	0	0	0	8
Other income					
Sub Total	0	0	0	0	0
Investment income					
Bank Interest	12			12	10
Other investment income					
Sub Total	12			12	10
Total Gross Income	8,335	2,332		10,667	7,347
Asset and investment sales, etc.					
Total Receipts	8,335	2,332	0	10,667	7,347

**3rd Ballymena Scout Group (Charity no. 103874)
Receipts & Payments Account**

For the year from	01 April 2024	to	31 March 2025
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Receipts and Payments

	2025			2024	
	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	Total Funds £	Total Funds £
Payments					
Charitable payments					
District Capitation Fees	3,182			3,182	2,663
Badges & Uniforms	824	34		858	665
Transport	350	650		1,000	
Outing/Activity costs	700	262		962	1,302
Heat & Light	400			400	350
Insurance	107			107	97
Repairs & Equipment	285			285	668
Materials & Food	1,210	52		1,262	920
Online Youth Manager	128			128	157
Camp Costs		1,272		1,272	191
Camp Grant Repaid					
Bank Fees	35			35	29
General Expenses	258			258	83
Sub Total	7,479	2,270	0	9,749	7,125
Fundraising expenses					
Other Fundraising Costs					
Sub Total					
Total Gross Expenditure	7,479	2,270	0	9,749	7,125
Asset and investment sales, etc.					
Total Payments	7,479	2,270	0	9,749	7,125
Net of receipts/(payments)	856	62	0	918	221
Transfers between funds	62	-62	0	0	0
Cash funds last year end	9,941	0	0	9,941	9,720
Cash funds this year end	10,859	0	0	10,859	9,941

**3rd Ballymena Scout Group (Charity no. 103874)
Receipts & Payments Account**

For the year from	01 April 2024	to	31 March 2025
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Statement of assets & liabilities at the end of the year

	2025			2024	
	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	Total Funds £	Total Funds £
Cash funds					
Bank Current Account	10,859			10,859	9,941
Bank Deposit Account	0			0	0
Building Society Account	0			0	0
Cash/Floats	0			0	0
Sub Total	10,859			10,859	9,941
Other monetary assets					
Tax Claim					
Debts due from County/District					
Insurance Claim					
Investment Property					
Quoted Investments					
Other Investments					
Sub Total	0			0	
Non-monetary assets for					
Badge Stock					
Equipment	2,983			2,983	2,983
Other					
Sub Total	2,983			2,983	2,983
Liabilities					
Accounts not yet paid					
Expenses incurred not invoiced					
Subscriptions not yet paid					
Loan					
Other					
Sub Total					
Total net assets	13,842	0	0	13,842	12,924

The above Receipts & Payments Account and Statement of Assets & Liabilities were approved by the Trustees on <DATE> and signed on their behalf by:

Signature	Print Name	
	Mark McKane	Chair
	Nicholas McBride	Treasurer

3rd Ballymena Scout Group

Northern Ireland - Charity number 103874

Accounts

3rd Ballymena Scout Group (Charity no. 103874)
Receipts and Payments Account

For the year from	01 April 2023	To	31 March 2024
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Receipts and payments

	2024			2023
	Unrestricted funds	Restricted funds	Endowment funds	Total funds
	£	£	£	£
Receipts				
Donations, legacies and similar income				
Membership subscriptions	4,150			3,050
Donations	18			2,111
Camp income		257		446
Gift Aid	519			635
Other similar income				0
Sub total	4,687	257	0	6,242
Grants				
Maintenance grant	2,385			2,000
Equipment grant				0
Camp grant				0
Sub total	2,385	0	0	2,000
Fundraising events (gross)				
Other fundraising activities	8			8
Sub total	8	0	0	0
Other income				
Funds from Squirrels				0
Loan				0
Sub total	0	0	0	0
Investment income				
Bank interest	10			10
Other investment income				0
Sub total	10	0	0	10
Total Gross Income	7,090	257	0	8,252
Asset and investment sales, etc.				0
Total receipts	7,090	257	0	8,252

3rd Ballymena Scout Group (Charity no. 103874) Receipts and Payments Account

For the year from	01 April 2023	To	31 March 2024
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Receipts and payments

	2024			2023	
	Unrestricted funds £	Restricted funds £	Endowment funds £	Total funds £	Total funds £
Payments					
Charitable Payments					
District capitation fees	2,663			2,663	1,846
Badges and uniforms	665			665	359
Bus hire				0	350
Outing costs	1,302			1,302	632
Electricity and Gas	350			350	300
Insurance	97			97	
Repairs and equipment	668			668	
Materials and food	920			920	468
Online Youth Manager	157			157	91
Camp costs		191		191	487
Camp grant repaid				0	1,365
Bank fees	29			29	32
General expenses	83			83	58
Sub total	6,934	191	0	7,125	5,988
Fundraising expenses					
Other fundraising costs				0	
Sub total	0	0	0	0	0
Total Gross Expenditure	6,934	191	0	7,125	5,988
Asset and investment	0	0	0	0	
Total payments	6,934	191	0	7,125	5,988
Net of receipts/(payments)	156	65	0	221	2,264
Transfers between funds	65	(65)	0	0	0
Cash funds last year end	9,720	0	0	9,720	7,456
Cash funds this year end	9,941	0	0	9,941	9,720

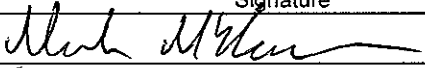

3rd Ballymena Scout Group (Charity no. 103874) Receipts and Payments Account

For the year from	01 April 2023	To	31 March 2024
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Statement of assets and liabilities at the end of the year

	2024			2023	
	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Total funds
	£	£	£	£	£
Cash funds					
Bank current account	9,941			9,941	9,720
Bank deposit account				0	
Building society account				0	
Cash/Floats				0	
Total cash funds	9,941	0	0	9,941	9,720
<small>(agree balances with receipts and payments a/c)</small>	<small>ok</small>	<small>ok</small>	<small>ok</small>	<small>ok</small>	<small>ok</small>
Other monetary assets					
Tax claim				0	
Debts due from the County/Area/District/Group				0	
Insurance claim				0	
Sub total	0	0	0	0	0
Investment assets					
Investment property				0	
Quoted investments				0	
Other investments				0	
Sub total	0	0	0	0	0
Non monetary assets for					
Badge stock				0	
Shop stock				0	
Other stock				0	
Land and buildings				0	
Motor vehicles				0	
Equipment	2,983			2,983	2,983
Other				0	
Sub total	2,983	0	0	2,983	2,983
Liabilities					
Accounts not yet paid				0	
Expenses incurred but not invoiced				0	
Subscriptions not yet paid				0	
Loan - detail				0	
Other liabilities				0	
Sub total	0	0	0	0	0
Total net assets	12,924	0	0	12,924	12,703

The above receipts and payments account and statement of assets and liabilities were approved by the Trustees on 22nd May 2024 and signed on their behalf by

Signature	Print Name
	Mark McKane Chair
	Steven Potter Treasurer

3rd Ballymena Scout Group

Northern Ireland - Charity number 103874

Annual report

Trustee's Annual Report

For the period from 01 April 2023 to 31 March 2024



Section A Reference and Administration Details

Charity Name 3rd Ballymena Scout Group
Charity Number 103874
Principal Address West Church, Ballymoney Road, Ballymena, BT43 5BS

The trustees that manage the charity are –

Name	Office	Dates acted, if not for full year
Leslie Carswell	Group Scout Leader	
Mark McKane	Chairperson	
Steven Potter	Treasurer	
Jane Thompson	Secretary	
Mark Dick	Trustee	
Douglas Hogg	Trustee	Retired 26 June 2023
Hilary Caithness	Trustee	

Section B Structure, Governance and Management

Type of 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 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.

Group Executive Committee

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 Leader, and a representative parent from each section of the Group. Additionally, some members are co-opted onto the Committee from time to time. The Committee meets at least once every 6 months.

The 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 and equipment
- 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 Control

General

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 payments and comprehensive insurance policies to ensure that insurable risks are covered.

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 property and equipment

The Group would request the use of buildings, property and equipment from neighbouring organisations such as West Church and other Scout Groups. 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 Association's national accident insurance policy. Risk Assessments are undertaken before and during activities.

Reduced income from fund raising

The Group is primarily reliant upon income from subscriptions and fundraising. The Group does hold reserves 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, this would result in the complete closure of the Group.

Reduction or loss of members

The Group provides activities for all young people aged 4 to 15. If there were 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, this would result in the complete closure of the Group.

Section C Objectives and Activities

The Purpose of Scouting

The purpose of Scouting is to contribute to the development of young people in achieving their full physical, intellectual, social and spiritual potentials, as individuals, as responsible citizens and as members of their local, national and international communities.

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.
- Cooperation - 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 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

Group Scout Leader's Review

Compared with last year, the total group numbers of young person members taken in the January 2024 census showed a total of 65 youth members (under aged 18). This represents an increase of 21 members on the January 2023 census and finally more than the January 2021 census figures which was recorded as 55, the pre-covid census. (As in previous years, any Scout member over 14 and a half years of age are recorded in the District Explorer Unit and do not appear here.) Since last year's census the Squirrel figures showed a modest improvement of 1, Beavers 3, Scouts 2, the biggest increase was in the Cubs section which showed an increase of 13. Based purely on numbers, as the Cub numbers increase, it is expected that the Scout census figures will begin to increase in future years. Each of the sections showed the boys still predominated in terms of total numbers although where the gender figures do change, the number of girls do show a modest upward change.

The leaders within the group showed a large change. The Cub Leader and Assistant Cub Leader retired so this presented a problem. Fortunately, one Leader in the Beaver section moved up to becoming the Cub Leader to be joined by two new Assistant Cub Leaders. With such stability and great enthusiasm by the leader group, it is no surprise that the number of Cubs greatly increased. The Beaver section in terms of leadership also needed attention. The previous Beaver leader retired from her role as did the male Beaver Assistant Leader but fortunately she had been able to lead her section towards the highest number of Chief Scout Awards in the Group up to the end of the Beaver year in June 2023. A new Beaver Leader and at least another Assistant Leader were needed, and a husband and wife joined the Beaver Leader team again with great enthusiasm which ensured stability in numbers. The Squirrel section showed no change in their leader team and again lead with great enthusiasm. The numbers of this section we believe are right given the number of leaders and the very young age of the Squirrel members (4 to 6 years of age). The Scout section is very aware of the average age of the leader team and is looking for young leaders to engage with the Scout members for the future but in the meantime under the existing enthusiastic leadership, continues to provide an exciting programme for the Scouts.

As I reported last year, some measure of progress within the Group can be made through examining the number of badges earned and awards gained. The younger sections facilitated progress towards badges in virtually every night of their meeting particularly through a range of crafts and games. The difficulty in writing this report which is to focus on the financial year ending 31 March each year is that although much progress is being made towards the Chief Scout Awards for each section many are not completed until nearing the summer. I am convinced with the current leadership teams during the Scouting year from September to June in the following year, there is much more continuing focus on these awards being gained in all sections. The number of these awards being gained is increasing each successive year. Well done.

This year saw the introduction of the Trustee Board for the Group. Its role is to ensure that the Group follow The Scout Association Policy Organisation and Rules. Many of these are in the process of being updated and I can report that our Group is focusing on these changes. Also, it has a role of Governance hence this includes financial prudence. When largish sums are being considered by all sections for expenditure, the Trustee Board will consider these given the financial position of Group finances and whether their proposed expenditure falls within the expenditure allowed under the terms of the grant from the Education Authority. It also has a role in seeing that the Group consider their role in terms of the wider society. It reports to the Group Scout Council and the AGM. 3rd Ballymena Scout Group run an efficient Trustee Board.

Finally, our thanks go to our Chair, Secretary and especially to our Treasurer who is retiring at the AGM. He has served the Group extremely well over the last 8 years and we thank him for his hard work which often goes unnoticed. Our thanks also go to all in the leader teams of each section for their energy, commitment, enthusiasm and progress in facilitating more badges and awards being gained and furthering the "Skills for Life" aims and objectives of The Scout Association.

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 in reserve equivalent to 2 years running costs, circa £5,000 in reserve.

Investment Policy

The Group's Income and Expenditure is 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.

Treasurers Statement

The attached statement of accounts shows the Group Income and Expenditure details and Bank Account balances as at our financial year end of 31 March 2024 (FY24). The Group operates and reports on a Cash Accounting basis.

Our main sources of income are normally from subscriptions, gift aid and fund raising.

The Group's policy to maintain reserves at a minimum of £5,000 continues, with reserves at 31 March 2024 being £9,941. The £5,000 level of cash reserves is deemed appropriate to cover any cash flow timing issues and also enable the Group to continue to operate for at least two years should funding such as Gift Aid cease. The Group is also keeping this under review.

Section F Declaration

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

Signed on behalf of the charity's trustees by -



Mr Mark McKane
Chairperson & Trustee

Date:- 22nd May 2024

3rd Ballymena Scout Group

Northern Ireland - Charity number 103874

Annual return

Independent Examiner's Report to the charity trustees of 3rd Ballymena Scout Group

I report on the accounts of the charity for the period ended 31 March 2024.

Respective responsibilities of charity trustees and examiner

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the Charities Act (Northern Ireland) 2008.

It is my responsibility to:

- Examine the accounts under Section 65 of the Charities Act
- Follow the procedures laid down in the general directions given by the Commission under section 65(9)(b) of the Charities Act
- State whether particular matters have come to my attention

Basis of independent examiner's report

I have examined your charity accounts as required under section 65 of the Charities Act and my examination was carried out in accordance with the general directions given by the Charity Commission for Northern Ireland under section 65(9)(b) of the Charities Act.

My examination included a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also included consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as charity trustees concerning any such matters.

My role is to state whether any material matters have come to my attention giving me cause to believe:

1. That accounting records were not kept in accordance with section 63 of the Charities Act
2. That the accounts do not accord with those accounting records
3. That the accounts do not comply with the accounting requirements of the Charities Act
4. That there is further information needed for a proper understanding of the accounts to be reached

Independent examiner's statement

I have completed my examination and have no concerns in respect of the matters (1) to (4) listed above and, in connection with following the directions of the Charity Commission for Northern Ireland, I have found no matters that require drawing to your attention.

Signed:



Date: 23 May 2024

John Finnegan FCA

Independent Examiner

Potter Finnegan Limited
Chartered Accountants
Unit 25 The Courtyard Business Park
190 Galgorm Road, Ballymena, Co Antrim BT42 1HL

3rd Ballymena Scout Group

Northern Ireland - Charity number 103874

Accounts

3rd Ballymena Scout Group (Charity no. 103874)
Receipts and Payments Account

For the year from	01 April 2022	To	31 March 2023
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Receipts and payments

	2023			2022	
	Unrestricted funds £	Restricted funds £	Endowment funds £	Total funds £	Total funds £
Receipts					
Donations, legacies and similar income					
Membership subscriptions	3,050	0	0	3,050	1,350
Donations	2,111	0	0	2,111	12
Camp income	0	446	0	446	100
Gift Aid	635	0	0	635	0
Other similar income	0	0	0	0	0
Sub total	5,797	446	0	6,242	1,462
Grants					
Maintenance grant	2,000	0	0	2,000	1,400
Equipment grant	0	0	0	0	2,250
Camp grant	0	0	0	0	4,880
Sub total	2,000	0	0	2,000	8,530
Fundraising events (gross)					
Other fundraising activities	0	0	0	0	0
Sub total	0	0	0	0	0
Other income					
Funds from Squirrels	0	0	0	0	337
Loan	0	0	0	0	100
	0	0	0	0	0
Sub total	0	0	0	0	437
Investment income					
Bank interest	10	0	0	10	8
Other investment income	0	0	0	0	0
Sub total	10	0	0	10	8
Total Gross Income	7,807	446	0	8,252	10,436
Asset and investment sales, etc.	0	0	0	0	0
Total receipts	7,807	446	0	8,252	10,436

3rd Ballymena Scout Group (Charity no. 103874) Receipts and Payments Account

For the year from	01 April 2022	To	31 March 2023
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Receipts and payments

	2023			2022	
	Unrestricted funds £	Restricted funds £	Endowment funds £	Total funds £	Total funds £
Payments					
Charitable Payments					
District capitation fees	1,846	0	0	1,846	1,527
Badges and uniforms	359	0	0	359	114
Adult support and training	0	0	0	0	0
Bus hire	350	0	0	350	0
Outing costs	632	0	0	632	0
Electricity and Gas	300	0	0	300	500
Insurance	0	0	0	0	97
Repairs and Renewals	0	0	0	0	0
Materials and equipment	468	0	0	468	588
Online Youth Manager	91	0	0	91	0
Camp costs	0	487	0	487	3,946
Camp grant repaid	0	1,365	0	1,365	0
Bank fees	32	0	0	32	43
General expenses	58	0	0	58	101
Sub total	4,136	1,853	0	5,987	6,916
Fundraising expenses					
Other fundraising costs	0	0	0	0	0
Sub total	0	0	0	0	0
Total Gross Expenditure	4,136	1,853	0	5,987	6,916
Asset and investment	0	0	0	0	2,983
Total payments	4,136	1,853	0	5,987	9,899
Net of receipts/(payments)	3,672	(1,407)	0	2,265	537
Transfers between funds	(1,407)	1,407	0	0	0
Cash funds last year end	7,456	0	0	7,456	6,919
Cash funds this year end	9,721	0	0	9,721	7,456

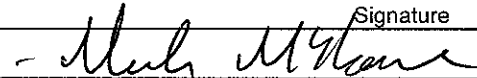
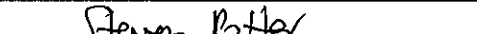
3rd Ballymena Scout Group (Charity no. 103874) Receipts and Payments Account

For the year from	01 April 2022	To	31 March 2023
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Statement of assets and liabilities at the end of the year

	2023			2022	
	Unrestricted funds £	Restricted funds £	Endowment funds £	Total funds £	Total funds £
Cash funds					
Bank current account	9,721	0	0	9,721	7,313
Bank deposit account	0	0	0	0	0
Building society account	0	0	0	0	0
Cash/Floats	0	0	0	0	142
Total cash funds	9,721	0	0	9,721	7,456
<small>(agree balances with receipts and payments a/c)</small>	<small>ok</small>	<small>ok</small>	<small>ok</small>	<small>ok</small>	<small>ok</small>
Other monetary assets					
Tax claim	0	0	0	0	0
Debts due from the County/Area/District/Group	0	0	0	0	0
Insurance claim	0	0	0	0	0
Sub total	0	0	0	0	0
Investment assets					
Investment property	0	0	0	0	0
Quoted investments	0	0	0	0	0
Other investments	0	0	0	0	0
Sub total	0	0	0	0	0
Non monetary assets for					
Badge stock	0	0	0	0	0
Shop stock	0	0	0	0	0
Other stock	0	0	0	0	0
Land and buildings	0	0	0	0	0
Motor vehicles	0	0	0	0	0
Equipment	2,983	0	0	2,983	2,983
Other	0	0	0	0	0
Sub total	2,983	0	0	2,983	2,983
Liabilities					
Accounts not yet paid	0	0	0	0	0
Expenses incurred but not invoiced	0	0	0	0	0
Subscriptions not yet paid	0	0	0	0	0
Loan - detail	0	0	0	0	0
Other liabilities	0	0	0	0	(1,365)
Sub total	0	0	0	0	(1,365)
Total net assets	12,704	0	0	12,704	9,074

The above receipts and payments account and statement of assets and liabilities were approved by the Trustees on 26th June 2023 (the date of the Executive Committee meeting that approved the accounts) and signed on their behalf

 Signature	Print Name Mark McKane Chair
 Signature	Print Name Steven Potter Treasurer

3rd Ballymena Scout Group

Northern Ireland - Charity number 103874

Annual report

Trustee's Annual Report

For the period from 01 April 2022 to 31 March 2023



Section A Reference and Administration Details

Charity Name 3rd Ballymena Scout Group
Charity Number 103874
Principal Address West Church, Ballymoney Road, Ballymena, BT43 5BS

The trustees that manage the charity are –

Name	Office	Dates acted, if not for full year
Leslie Carswell	Group Scout Leader	
Mark McKane	Chairperson	
Steven Potter	Treasurer	
Jane Thompson	Secretary	
Mark Dick	Trustee	
Douglas Hogg	Trustee	
Amanda Kyle	Trustee	Resigned 27.09.2022
Hilary Caithness	Trustee	

Section B Structure, Governance and Management

Type of 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 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.

Group Executive Committee

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 Leader, and a representative parent from each section of the Group. Additionally, some members are co-opted onto the Committee from time to time. The Committee meets at least once every 6 months.

The 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 and equipment
- 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 Control

General

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 payments and comprehensive insurance policies to ensure that insurable risks are covered.

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 property and equipment

The Group would request the use of buildings, property and equipment from neighbouring organisations such as West Church and other Scout Groups. 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 Association's national accident insurance policy. Risk Assessments are undertaken before and during activities.

Reduced income from fund raising

The Group is primarily reliant upon income from subscriptions and fundraising. The Group does hold reserves 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, this would result in the complete closure of the Group.

Reduction or loss of members

The Group provides activities for all young people aged 4 to 15. If there were 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, this would result in the complete closure of the Group.

Section C Objectives and Activities

The Purpose of Scouting

The purpose of Scouting is to contribute to the development of young people in achieving their full physical, intellectual, social and spiritual potentials, as individuals, as responsible citizens and as members of their local, national and international communities.

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.
- Cooperation - 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 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

Group Scout Leader's Review

Compared with last year, our great programmes of the previous year were not as badly disrupted by covid.

The total group numbers of young person members taken in the January 2023 census showed a total of 46 youth members. This represents an increase of 6 members on the January 2022 census but is still smaller than the January 2021 census figures which was recorded as 55. The good news is that the younger sections, Squirrels, and Beavers showed a significant increase over the 2022 figures, numerically 7 extra Squirrels up to 12, Beavers 3 extra up to 13. The Cub section showed a slight reduction, down 2 to 10 and similarly the Scout section down 2 to 11 but an extra 4 who are of Explorer age could be added as they are recorded as the District Explorers in the census. This means the Scout section is really 15 in size. An analysis of the ages in each of the younger sections shows that the ages of the members is near the upper age for the section. This will result in progress in swelling the numbers in each of the Beavers, Cubs and Scouts, and with the increasing number of Squirrels being attracted throughout the year, there is movement towards the pre-pandemic numbers levels and possibly beyond across all sections in the near future.

The adult leaders showed a number of changes. In June 2022 the two Cub leaders retired meaning that unless new leaders were found, the section could not function. Fortunately, one of the Beaver leaders moved up to become the new Cub Leader and an Assistant Scout leader moved down to the Cub Section such that Cubs would continue with the minimum of two leaders. New leaders, a husband and wife team, were recruited into the Beaver section leader team. This bodes well for the future as it is the intention of the current Beaver leader to step down at the end of June 2023. In the Scout section we welcomed a new young leader to the team, significantly reducing the average age of the Scout leader team!

The Cub section moved their meeting evening to a Friday at the beginning of September 2022. This has resulted in all sections in West Church meeting on the same evening in 3 different locations in the Church with two sections using the main hall consecutively. This makes it easier for the transport situation for parents who have two or more offspring attending different sections. It also makes it easier for leaders from the different sections to meet, exchange ideas, decide on who is going up from one section to another etc. We are grateful to our Church for facilitating this change.

2022 was a significant year for the Troop as it was 100 years from the start of Scouting in West Church. All sections were represented in the Church for a service on 24th April 2022, one day after the centenary of the first official Troop meeting. A centenary summer camp was held in the same field in Carnlough as the first Troop camp in 1927.

Some measure of progress within the Group can be made through examining the number of badges earned and awards gained. The younger sections facilitated progress towards badges in virtually every night of their meeting particularly through a range of crafts and games. The difficulty in writing this report which is to focus on the financial year ending 31 March each year is that although much progress is being made towards the Chief Scout Awards for each section many are not completed until nearing the summer of the following year. I am convinced with the current leadership teams, there is much more focus on these awards being gained in all sections. The number of these awards being gained is increasing each successive year. Well done.

All sections actively participate in their section's District events and more with some of our sections joining together for joint activities outside the normal meeting place. These events are spread throughout the year, not just in the later Spring time. Details of events can be seen in the reports for each section. Good use was made of the Education Authority (EA) grant monies for a number of these activities this year and our thanks go to the EA.

Finally, our thanks go to our Treasurer, Chair and Secretary and especially to all in the leader teams of each section for their energy, commitment and enthusiasm and further thanks go to those who are moving on and who have retired since April 2022 and are retiring this June for their commitment, progress in facilitating more badges and awards being gained and furthering the "Skills for Life" aims and objectives of The Scout Association.

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 in reserve equivalent to 2 years running costs, circa £5,000 in reserve.

Investment Policy

The Group's Income and Expenditure is 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.

Treasurers Statement

The attached account statement shows the Group Income and Expenditure details and Bank Account balances as at our financial year end of 31 March 2023 (FY23). The Group and all Sections operate and report on a Cash Accounting basis.

Our main sources of income are normally from subscriptions, gift aid and fund raising.

The Group's policy to maintain reserves at approximately £5,000 continues. Reserves at 31 March 2023 were slightly higher due to receipt of a £2,000 donation which had not been spent by year end. The £5,000 level of cash reserves is deemed appropriate to cover any cash flow timing issues and also enable the Group to continue to operate for at least two years should funding such as Gift Aid cease. The Group is also keeping this under review.

Section F Declaration

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

Signed on behalf of the charity's trustees by -

A handwritten signature in black ink, appearing to read 'Mark McKane', written in a cursive style.

Mr Mark McKane
Chairperson & Trustee

Date:- 26 June 2023

3rd Ballymena Scout Group

Northern Ireland - Charity number 103874

Annual return

Independent Examiner's Report to the charity trustees of 3rd Ballymena Scout Group

I report on the accounts of the charity for the period ended 31 March 2023.

Respective responsibilities of charity trustees and examiner

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the Charities Act (Northern Ireland) 2008.

It is my responsibility to:

- Examine the accounts under Section 65 of the Charities Act
- Follow the procedures laid down in the general directions given by the Commission under section 65(9)(b) of the Charities Act
- State whether particular matters have come to my attention

Basis of independent examiner's report

I have examined your charity accounts as required under section 65 of the Charities Act and my examination was carried out in accordance with the general directions given by the Charity Commission for Northern Ireland under section 65(9)(b) of the Charities Act.

My examination included a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also included consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as charity trustees concerning any such matters.

My role is to state whether any material matters have come to my attention giving me cause to believe:

1. That accounting records were not kept in accordance with section 63 of the Charities Act
2. That the accounts do not accord with those accounting records
3. That the accounts do not comply with the accounting requirements of the Charities Act
4. That there is further information needed for a proper understanding of the accounts to be reached

Independent examiner's statement

I have completed my examination and have no concerns in respect of the matters (1) to (4) listed above and, in connection with following the directions of the Charity Commission for Northern Ireland, I have found no matters that require drawing to your attention.

Signed:



Date: 19 June 2023

John Finnegan FCA

Independent Examiner

Potter Finnegan Limited
Chartered Accountants
Unit 25 The Courtyard Business Park
190 Galgorm Road, Ballymena, Co Antrim BT42 1HL