

# 5th Portadown Scout Group

Northern Ireland · Charity number 104122

## Details

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**Status** Overdue

**Registered** 2017-07-28

**Register** [View on the Charity Commission for Northern Ireland register](#)

## Contact

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**Address** 15 Grove Terrace  
Armagh  
County Armagh  
Bt60 1bx  
BT60 1BX

**Phone** 07856 735374

## Activities

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**Purposes:** Promoting 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.

**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, Youth development

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

## Finances

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Period end	Income	Expenditure	Assets	Employees
2024-07-31	£19,746	£6,198	£0	0

## Trustees

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Name	Role	Appointed
Mr Jordan Buchanan		
Mrs Inese Jegorova		
Ms Caroline Dawson		

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**5th Portadown Scout Group**

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# Accounts

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5<sup>th</sup> Portadown Group Accounts  
1<sup>st</sup> September 2023 – 31<sup>st</sup> August 2024

Income			Expenditure	
Brought forward	216.04		Badges	287.27
Subscriptions	3440.00		Training	130.00
Camps and trips	1770.00		Insurance	1444.00
Fundraising	320.00		DofE support	200.00
County – dissolving of districts	2000.00		Camps	3020.49
Lottery	12000.00		Programme costs	1,116.73
Total Income	19,746.04		Total expenditure	6198.49
			Balance	13,547.55

Signed: C. Wall

Chloe Wall

Independent examiner

Date: 02/04/2025

**5th Portadown Scout Group**

Northern Ireland - Charity number 104122

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# Accounts

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5<sup>th</sup> Portadown Group Accounts

1<sup>st</sup> August 2022 – 31<sup>st</sup> July 2023

<b>Income</b>			<b>Expenditure</b>	
Brought forward	216.04		Badges	308.48
Subscriptions	3160.00		Uniform	446.00
Camps	250.00		Insurance	1620.00
Trips	380.00		DofE support	200.00
Uniform	124.95		Camp accommodation	250.00
International Camp 23	5210.00		Trip	440.40
			Leader training	127.00
			Weekly materials and catering	601.77
			International Camp 23	5131.30
<b>Total Income</b>	<b>9340.99</b>		<b>Total expenditure</b>	<b>9124.95</b>
			Balance	216.04

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# Annual report

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# Trustees' Annual Report

For the period

From (start date)       to end date

**Section A Reference and administration details**

Charity name

Other names the charity is known by

Registered charity number (if any)

HQ registration number

Charity's principal address   
  
  
 Postcode

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	Caroline Dawson	Chair	
2	Michelle Best	treasure	
3	Joanne Curry	secretary	
4	Ana Rocha		
5	Inese Rocha		
6	Tom McCann		
7	Oliver McCann		
8			
9			
10			
11			
12			
13			
14			
15			

Names and addresses of advisers (optional information but encouraged as best practice)  
 (These will be published in the annual report of the charity)

Type of advisor	Name	Address
District Commissioner	Rodney Watson	

Description of the charity's trusts

Type of governing document

The 5th Portadown Scout 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.

(e.g. trust deed, constitution)

How the charity is constituted

The 5th Portadown Scout Group is a trust established under its rules which are common to all Scouts.

(e.g. trust, association, company)

Trustee selection methods

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

(e.g. appointed by, elected by)

Additional governance issues (optional information but encouraged as best practice)

You may choose to include additional information, where relevant, about:

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.

Policies and procedures adopted for:

- a) the induction and training of trustees;
- b) trustee consideration of major risks and the systems and procedures to manage them

The Trustee Board consists of the Chair, Treasurer and 6 Trustees (including 2 Ex Officio Trustees, and 2 co-opted Trustees) and meets every # months.

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.

**Risk and Internal Control (Specimen 1)**

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 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 Board 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 4 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.

**Risk and Internal Control (Specimen 2)**

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.

Section C	Objectives and activities
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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

we have had a great year with all sections from squirrels to explorers spending nights away under canvas and completing top awards within their sections ie chief scout awards.  
 we continue to be supported by the church with the use of their halls and attend services at easter and Christmas.

Additional details of the objectives and activities (optional information but encouraged as best practice)

You may choose to include further statements, where relevant, about:

- policy on grantmaking;
- contribution made by volunteers;
- policy on investments.

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

all sections have experienced camping under canvas this year including our youngest squirrels to our oldest explorers  
all sections have been involved in Northern Ireland activities as well as locally run district activities.  
we have recruited new leaders and they are successfully making their way through the training programme

**Section E**

**Financial Review**

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 fundraising activities fall short. The Group Trustee Board considers that the group should hold a sum equivalent to X months running costs, circa £X.  
  
The Group held reserves of approximately £X against this at year end. This is above the level/below required for operating expenses. However this can be explained by .....

Quantify and explain any designations

Details of any funds materially in deficit (circumstances plus steps to eliminate)

Further financial review details (optional information)

You may choose to include additional information, where relevant, about:

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

**Investment Policy (Specimen 1)**  
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.

• how expenditure has supported the key objectives of the charity;

The Group Trustee Board 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 Trustee Board considers the cash flow requirements.

• investment policy and objectives;

**Investment Policy (Specimen 2)**

The Group does not have sufficient funds to invest in longer term investments. The Group has therefore adopted a risk averse strategy to the investment of its funds. All funds are held in cash using only mainstream banks or building societies.

**Section F**

**Other Optional Information**

Plans for future periods (details of any significant activities planned to achieve them)

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**Section G**

**Declaration**

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

Signed on behalf of the charity's trustees

Signature(s)

	
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Full name(s)

Caroline Dawson	
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Position (eg Secretary, Chair)

Chair	
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Date

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**5th Portadown Scout Group**

Northern Ireland - Charity number 104122

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# Annual return

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## **Independent examiner's report to the charity trustees of 5<sup>th</sup> Portadown (St. Columba's) Scout Group**

I report on the accounts of the trustees of 5<sup>th</sup> Portadown (St. Columba's) Scout Group for the year ended 30 August 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.

Name: *Sharon Dawson*

Date: *31.8.23*