



1st Wickford Scout Group Trustees Annual Report



From (Start Date): 1-Apr-2023
To (End Date): 31-Mar-2024
For the period

Section A: Reference and administration details

- **Charity Name:** 1st Wickford Scout Group
- **Registered charity number:** 1001145
- **Charity's principal address:** 1st Wickford Scout Group, Elder Avenue, Wickford, Essex, SS12 OLR

Names of the charity trustees who manage the charity and other Leaders / Executive Committee members.

S/N	Name	Office (if any)	Dates Acted (if not for whole year)
1	David Terrell	Trustee & Group Chair	
2	Mark Dean	Trustee & Group Scout Leader	
3	Akinwunmi Savage	Trustee & Group Treasurer	
4	Carolyn Catlin	Group Secretary	
5	Alison Barnes	Trustee & Exec. Committee Member	
6	Alex Neal	Exec. Committee Member	
7	Laura Matthews	Exec. Committee Member	
8	Joyce Hoyle	Trustee & Cub Scout Leader	
9	Caroline Hogg	Trustee & Beaver Scout Leader	
10	Tina Anne Grimble	Trustee	
11	Carol Nelson	Trustee & Cub Scout Leader	
12	Colin Lees	Trustee & Scout Leader	

- **Bankers:** Lloyds Bank
- **Independent Examiner / Scrutineer:** Stephen Clarke

Section B: Structure, governance and management

The charity's governing documents are those of the Scout Association. The Scout Association's governing document is a royal charter which gives authority to the Byelaws of the Association and the Policy, Organisation and Rules of the Scout Association. The group is a trust established under these rules which are common to all Scout groups. At the previous AGM, we reconfirmed our use of the model constitution as laid out in Policy, Organisation and Rules 5.4. The trustees are appointed in accordance with the Policy, Organisation and Rules of the Scout Association (POR).

The group is managed by an elected board of trustees, comprising a Group Chairperson, Group Scout Leader, Group Treasurer and Group Secretary along with individual section leaders, and others nominated onto the committee for their knowledge or skills.

The Group Board of Trustees exists to ensure Scouting is run safely, legally and in line with our charitable purpose. They must be confident that:

- The charity is well managed, carrying out its purpose for the public benefit,
- Our activities comply with our governing document and the law,



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- We are following POR and the rules of the Charity Commission
- The group has sufficient resources to meet the planned work of the group.

The group has a financial policy, detailing systems that are designed to provide reasonable assurance against material mismanagement and loss. These include requiring two signatories for all payments made by any section within the group, expenditure of a certain amount being approved by a wider group of leaders, maintaining a risk register of potential risks to the charity and mitigating against these and insurance policies to ensure that insurable risks are covered.

Section C: Objectives and Activities

Objectives

The objectives of the group are as part of the wider Scout Association. The purpose of the Scout Association is “to actively engage and support young people in their personal development, empowering them to make a positive contribution to society.”

This is achieved through the Scout Method which states that “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;
- and make and live by their Promise.”

We are guided by the Values of Scouting which are:

- 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.

Our main goal for 2025 is to get parents to step up and take on leaders’ roles for our Beavers and Cubs sections that are at risk of closure due to the lack of leaders.

Section D: Achievements and Performance (Excerpts from 2024 AGM Report)

GSL’s report 2023 – 2024

Another excellent year for our group with exciting activities. With the completion of the end wall in the hall, we spent a weekend removing the conifers at the back of the HQ and another weekend chipping all the branches. Many thanks to the leaders who gave up their time to complete these



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tasks. We also have some excellent and time-consuming painting done on the wall. There is more to come.

We obtained a loan from the Billericay and Wickford District Scouts to cover the cost of the wall, to be paid back over 4 years. We also obtained a grant from the Essex County Scouts towards the cost.

We had a very successful Group Fun Day at Kingston Ridge scout camp with all our Beavers, Cubs, Scouts and all our leaders helping to make the day so much fun for all.

We had the biggest turnout of all the Scout Groups for the Remembrance Parade with very smart Beavers, Cubs and Scouts marching through Wickford.

Our group have said goodbye to Kirsten and Dave as Oak Beaver leaders after over 10 years of excellent service, with Lynn and Amanda stepping up to take over as interim Leaders.

We desperately need parents to step up and take on leaders' roles for our Beaver and Cub sections as we may be looking at closing sections due to the lack of leaders.

At the beginning of April, we had 8 Ford employees trim and prune all our hedges and tidy up the area as part of their community service days.

The trustees and exec committee has worked wonders this year to bring the HQ up to standard with gas, electrical and the fire procedures and have run fund raising activities to help with the group running costs.

I would like to thank the Leaders, Committee and Parents for all their support and help that has allowed Scouting to continue to flourish in our group. We look forward to some new and exciting adventures in the future.

Mark Dean

Group Scout Leader / Group Lead Volunteer

Chairman's Comments

I would like to thank all the Committee Members for their time, hard work, participation and support during my time in office.

The Group has gone from strength to strength. There have been some improvements made to the grounds (such as pruning of the perimeter trees and sprucing up the fire pit) as well as changes to the internal structure of the hall, which has enhanced the site.

The internal works to the end wall, which had to be demolished owing to subsidence, have been completed. I will leave Mark will elaborate further on this project.

The source of the water leak, which resulted in the Group being charged a considerable amount by way of Water Rates, was located by Mark and fixed by the installation of a shut off valve that will prevent the same thing happening again.



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Mark has also nurtured a relationship with 4th Wickford Scout Group who now use our redundant shed located in the carpark.

The Committee has, through the considerable hard work of Akin, devised a new financial policy. I would like to thank him for all the work he has put into this project as I know it was hard work and took some time for the change to be implemented.

We also approved a new Fire and Evacuation Policy for the safety of all users of the Hall.

I would also like to mention and thank Carolyn, our Secretary, for taking the Minutes of the Meetings and accurately reproducing them for the Committee Members.

I look forward to working with you all in the coming year.

DAVE TERRELL

Chairman

Section E: Financial Review

Treasurer's Report (2024 AGM)

Key Highlights

- Healthy financial position, with £20,000 in reserves and, combined with other account balances, offering a safety net equivalent to over 2 years' worth of outgoings.
- Support from the District by way of a £10,000 loan, payable over 4 years, towards the cost of the wall repair work undertaken in the HQ.
- The £10,000 District loan was further reduced to £7,000, on account of the £3,000 grant obtained from the County.
- Successfully accessed Gift Aid for the first time, with up to 4 years back claims resulting in over £6,300 being received from HMRC.
- Claimed back £3,900 overcharged by EON Next for electricity.
- Switched Group bank accounts from CAF bank to Lloyds and achieved savings by putting an end to monthly account maintenance charges. Subsequently switched three out of five Section accounts to Lloyds. The remaining two to be switched over the current financial year.
- Finance Policy approved and implemented. Thanks to the Group Chair for the well needed push.
- In summary, a good year from a financial point of view. Many thanks to parents/carers for their support, particularly with subs and Gift Aid forms.



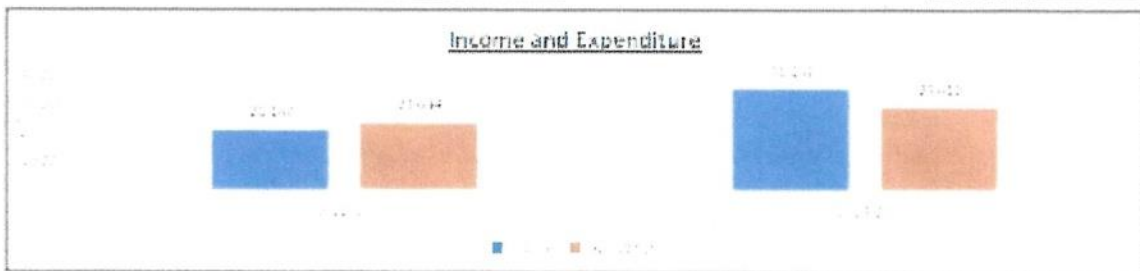
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Section G: Accounts & Declaration

Income and Expenditure Account Year Ended 31 March 2024			
Income		Expenditure	
Description	2023/24	Description	2023/24
Intra Account Transfer	30,149	Intra Account Transfer	30,149
Subscriptions	12,810	Repairs & Maintenance (Non recurring)	2,625
District Loan	10,000	Census Payment to District	4,230
Gift Aid		Utilities - Gas	3,304
Utilities - Electricity Refund		Insurance	
Activities - Group Camp	2,634	Repairs & Maintenance (Recurring)	539
Donations		Utilities - Water	
Fund Raising		Equipment & Assets	3,329
Activities - Sections		Transfer to Sections	1,500
Bank Interest		Utilities - Electricity	1,440
Rental Income		Payment to Council	
Other	19	Other	279
Grant	1,050	General Expenses	
		Activities - Group Camp	2,308
		Remembrance Wreath	
		Cleaning Supplies	
		Donations	
		Activities - Sections	
Totals			
			53,784
			47,362
Intra Account Transfer	30,149		30,149
	17,951		17,951
Totals less Intra Account Transfers			
	21,147		23,634
	36,252		



Group Balance Sheet As At 31 March 2024

Financed By		Assets (Bank and Petty Cash Balances)	
Balance as at 1 April (less liabilities)	42,434	Group - Treasurer's Account	5,423
Surplus - Deficit	2,765	Group - Business Account	10,949
Wall Paper Loan (Liability)	10,000	Group - Subs Account	20,302
25% Payment Retention (Liability)		Liliput Beavers	102
		Cub Beavers	259
		Trojan Cub Pack	1,151
		Uncom Cub Pack	927
			658
	39,670		39,670
	46,410		46,410

D. Terrell
Group Chair

David Terrell

A. Savage
Treasurer

Akin 7/7/24

I have examined the books and vouchers of the 1st Wickford Scout Group as presented to me, and confirm that the Accounts and Balances are in accordance with those records.

Examined by:
S. Clarke

S. Clarke 7/7/24

Footnote(s):

a. Accounts not reviewed due to ongoing change in Leadership

Note: See clearer copy (without signatures) below.



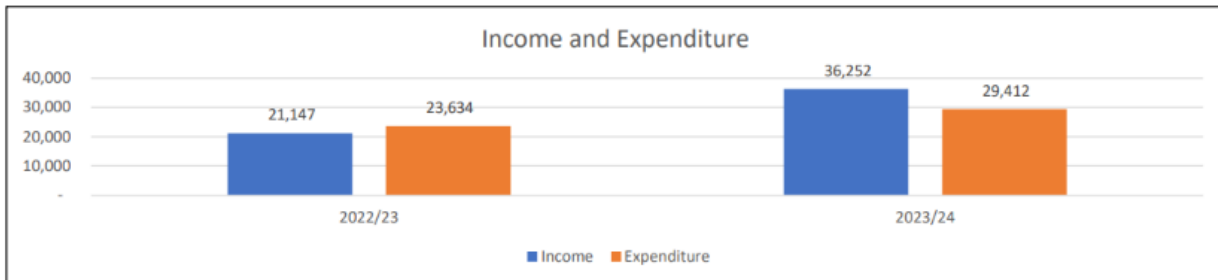
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1st Wickford Scout Group Income and Expenditure Account Year Ended 31 March 2024

Income			Expenditure		
Description	2022/23	2023/24	Description	2022/23	2023/24
Intra Account Transfer	30,149	17,951	Intra Account Transfer	30,149	17,951
Subscriptions	12,810	12,983	Repairs & Maintenance (Non-recurring)	2,625	15,030
District Loan	-	10,000	Census Payment to District	4,230	3,872
Gift Aid	-	6,381	Utilities -- Gas	3,304	3,644
Utilities -- Electricity Refund	-	3,900	Insurance	1,932	2,001
Activities -- Group Camp	2,694	1,140	Repairs & Maintenance (Recurring)	539	1,273
Donations	3,458	650	Utilities -- Water	320	989
Fund Raising	92	628	Equipment & Assets	3,229	868
Activities -- Sections	711	343	Transfer to Sections	1,500	519
Bank Interest	23	128	Utilities -- Electricity	1,440	497
Rental Income	308	80	Payment to Council	436	279
Other	-	19	Other	50	150
Grant	1,050	-	General Expenses	6	134
	-	-	Activities -- Group Camp	2,308	100
	-	-	Remembrance Wreath	25	44
	-	-	Cleaning Supplies	71	11
	-	-	Donations	958	-
	-	-	Activities -- Sections	660	-
	-	-		-	-
Totals	51,296	54,202		53,784	47,362
Intra Account Transfer	30,149	17,951		30,149	17,951
Totals less Intra Account Transfers	21,147	36,252		23,634	29,412



Group Balance Sheet As At 31 March 2024

Financed By		Assets (Bank and Petty Cash Balances)			
Balance as at 1-April-2023	42,434	39,670	Treasurer's Account	5,423	7,811
Surplus / (Deficit)	(2,765)	(4,482)	Business Account	10,849	20,037
Wall Repair Loan (Liability)	-	10,000	Subs Account	20,302	15,566
2.5% Payment Retention (Liability)	-	359	Lilliput Beavers	102	419
	-	-	Oak Beavers	269	-
	-	-	Trojan Cub Pack	1,161	1,056
	-	-	Unicorn Cub Pack	927	-
	-	-	Pioneer 1 Scouts	636	658
	-	-		-	-
	-	-		39,670	45,547
	39,670	45,547		39,670	45,547

D. Terrell
Group Chair

A. Savage
Group Treasurer

I have examined the books and vouchers of the 1st Wickford Scout Group, as presented to me, and confirm that the Accounts and Balances are in accordance with those records.

Examined by:
S. Clarke