

Trustees' Annual Report

For the period

From (start date)

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 to end date

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Section A Reference and administration details

Charity name	1st Warsash Sea Scout Group																									
Other names the charity is known by	1st Warsash Sea Scouts																									
Registered charity number (if any)	1013172																									
HQ registration number	<table border="1" style="width: 100%; height: 20px; border-collapse: collapse;"> <tr> <td style="width: 12.5%;"></td> <td style="width: 12.5%;"></td> <td style="width: 12.5%;"></td> <td style="width: 12.5%;"></td> <td style="width: 12.5%;"></td> <td style="width: 12.5%;"></td> <td style="width: 12.5%;"></td> <td style="width: 12.5%;"></td> </tr> </table>																									
Charity's principal address	<table style="width: 100%; border-collapse: collapse;"> <tr><td colspan="6">New Road (off Church Road)</td></tr> <tr><td colspan="6">Warsash</td></tr> <tr><td colspan="6">Southampton</td></tr> <tr> <td style="text-align: right; padding-right: 5px;">Postcode</td> <td style="border: 1px solid black; padding: 2px;">S</td> <td style="border: 1px solid black; padding: 2px;">O</td> <td style="border: 1px solid black; padding: 2px;">3</td> <td style="border: 1px solid black; padding: 2px;">1</td> <td style="border: 1px solid black; padding: 2px;">9U</td> <td style="border: 1px solid black; padding: 2px;">H</td> </tr> </table>	New Road (off Church Road)						Warsash						Southampton						Postcode	S	O	3	1	9U	H
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Names of the charity trustees who manage the charity

	Trustee Name	Office (if any)	Dates acted if not for whole year
1	Trevor Stabb	Chair	
2	James Winterton	Vice-Chair	
3	Louise Roberts	Acting Group Scout Leader	
4	Kelly Semke	Treasurer	01/10/2021 - 31/3/22
5	Claire O'Neill	Secretary	
6	Chris Pilling	Assistant Group Scout Leader	
7	Carol Dawson	Fundraising	
8	Richard Marrington	Section Leader (Wight)	
9	Leeann Tanner	Section Leader (Red Oaks)	

Names and addresses of advisers (optional information but encouraged as best practice)

Type of advisor	Name	Address

Section B**Structure, governance and management**

Description of the charity's trusts

Type of governing document

(e.g. trust deed, constitution)

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.

How the charity is constituted

(e.g. trust, association, company)

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

Trustee selection methods

(e.g. appointed by, elected by)

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

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 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.

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 Committee consists of 4 independent representatives, Chair, Vice-Chair, Treasurer and Secretary together with the Group Scout Leaders, individual section leaders (if opted to take on the responsibility), nominated and co-opted members, and parents' representation and meets every 3-4 months.

Members of the Executive Committee complete the required 'Getting Started' 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 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.

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 4 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.

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.

Coronavirus.

The outbreak of Coronavirus in March 2020 led to the halt of face-to-face Scouting and a change to certain risks for the Group. Face-to-face Scouting resumed in April 2021.

1. Reduced income as a result of reduced subscriptions, fewer grants being available and fewer opportunities for fundraising. The Group has been successful in obtaining Covid-19 grants from the Retail, Leisure and Hospitality fund. All expenditure has been reviewed and reduced wherever possible. A variety of scenarios have been budgeted for. Actual income and expenditure will continue to be monitored to ensure that the Group continues to be a going concern for the next financial year.

2. There is a possibility of a reduction in leader numbers but although this has not been seen so far, it is proving difficult to recruit new leaders.

3. There is a possibility of a reduction in the numbers of young people. Our numbers are currently steady.

4. Additional health risks from Coronavirus when face-to-face Scouting. The Scout Association has issued a framework to follow which is aligned with Government approved guidance for the youth sector, developed by the National Youth Agency. A new process of risk assessments and approvals around Covid-19 has been put in place that must be followed. The Scout Association determines how face-to-face Scouting is carried out. As of 31 March 2022, all restrictions have been lifted but leaders should be mindful that Covid-19 is still about.

Section C	Objectives and activities
<p>Summary of the objects of the charity set out in its governing document</p>	<p>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.</p> <p>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.</p> <p>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.</p>
<p>Summary of the main activities in relation to these objects</p>	<p>The Group's Beaver/Cub/Scout membership numbers continue to average 160-170 over the year. All young people work towards the relevant Chief Scout's Award for their section. A new Squirrel Drey was opened on 1 Feb 2022 for 4-5 year olds. This is a new initiative by the Scout Association.</p> <p>The programmes offered to Squirrels, Beavers, Cubs and Scouts show a wide range of activities, indoors and outdoors, to build skills, develop and challenge our young people in a fun and exciting way using all aspects of the Scout Method. These balanced programmes are underpinned by the values of Scouting. As young people move through the sections, they are encouraged to become more involved in drawing up their Scouting programme. We were delighted to return to face-to-face Scouting in April 2021, albeit with restrictions to minimise the spread of Covid-19.</p> <p>Water activities resumed using the sailing dinghies and kayaks which we have invested in. Scouts spend the summer months on the water. Cubs and Beavers have sessions in various water sports. Leaders are encouraged to train for water activities permit so that they can run these sessions.</p> <p>Nights Away residential trips have resumed to encourage the independence and resilience of our young people, ranging from nights inside at HQ, to Beaver, Cub and Scout camps.</p> <p>The Sea Scout Group has Royal Naval recognition and can therefore draw on activities offered by the Royal Navy for members of the Scout Association.</p>

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

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

Leadership of the Scout Group totals over 40 adult volunteers. All Executive Committee members are also volunteers. The Group is supported by the parents of the Squirrels/Beavers/Cubs/Scouts and by other members of the local community who volunteer to help when needed on many occasions.

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

The Scout Group has continued to review its boats and the equipment in the Boat House during the year following the success in grant applications, disposing of equipment which had no ongoing use for the Scout Group. New kayaks have been purchased for Cubs and Scouts.

A Squirrel Drey was opened on 1 February 2022 for 4 - 5 year olds. 12 Squirrels and 4 leaders were recruited.

The stairs have been replaced at HQ and the walls plastered.

A new mess tent has been purchased using grant money.

The leadership teams continued to adapt to Covid-19 and to offer run and exciting programmes to all age groups.

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 Executive Committee considers that the group should hold a sum equivalent to 4 months running costs, circa £10K.

The Group held unrestricted reserves of approximately £5k (including the confirmed water rebate) at year end. The Group held a further £33k of ring-fenced Covid grants, which are not restricted but have been allocated to Group to cover future costs if required.

Quantify and explain any designations

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

None

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);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives

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 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

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

The toilets at HQ are being refurbished in June 2022, to include disabled facilities, following the successful application for grants for this project.

The River Beaver colony will be closed on 31 December 2022 due to a lack of leaders to run this colony and to a lack of demand for a Saturday meeting time. All Beavers in this colony will move to one of the other Beaver colonies in the Scout Group, or to Cubs if old enough.

Section G Declaration

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

Signed on behalf of the charity's trustees

Signature(s)  

Full name(s) Trevor Stabb Claire O'Neill

Position (eg Secretary, Chair) Chair Secretary

Date 8 7 2 0 2 2

1st Warsash Sea Scout Group Receipts and Payments Account

Year start date

Year end date

01-Apr-21	To	31-Mar-22
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Receipts and payments

	2021/22	2020/21
	Unrestricted funds	Unrestricted funds
	£	£
Receipts		
Donations, legacies and similar income		
Membership subscriptions	25,115	19,450
Less: Membership subscriptions paid on (National/County/Area/District)	-9,055	-7,560
Net membership subscriptions retained	16,060	11,890
Donations	1,709	1,613
Gift Aid	0	0
Income from Section Activities	23,996	-3,212
Income from Uniform / Woggles	541	
Explorers Rents	100	390
Warsash Wasps recharge	4,155	8,300
Sailing Fees	928	0
Misc receipt	43	
Sub total	47,532	18,981
Grants		
Other grants	48,988	32,859
Sub total	48,988	32,859
Fundraising (group)		
Easter Egg Hunt / raffle	0	10
Sub total	0	10
Investment income		
Bank interest	-	-
Other investment income	-	-
Sub total	0	0
Total Gross Income	96,520	51,851
Asset and investment sales, etc.	5,667	1,710
Total Receipts	102,187	53,561

1st Warsash Sea Scout Group Receipts and Payments Account

Year start date	To	Year end date
01-Apr-21	To	31-Mar-22

Receipts and payments

	2021/22 Unrestricted funds £	2020/21 Unrestricted funds £
Payments		
Charitable Payments		
Youth programme and activities	23,004	-
Adult support and training	660	130
Ground Lease	1,514	1,598
Water and Sewerage	6,638	1,090
Electricity and Oil	275	962
Buildings Insurance	3,239	2,792
HQ Maintenance, Cleaning, Waste Disposal	1,072	3,334
HQ Refit Costs	6,061	-
Equipment (Boats and Camping)	16,502	5,687
Donation to Charity	-	-
Administrative Expenses	2,083	1,410
QM, Sundry Payments	96	1,695
Boating (Maintenance, Insurance, Fuel, Sailing Club fees)	7,080	2,148
Badges & Handbooks	2,066	1,214
Bank Charges	1,101	69
Sub total	71,391	19,107
Fundraising expenses		
Easter Egg Hunt	-	-
Warsash Festival	-	-
Sub total	-	-
Total Gross Expenditure	71,391	19,107
Total payments	71,391	19,107
Net of receipts/(payments)	30,796	34,453
Cash funds last year end	63,876	29,422
Cash funds this year end	94,672	63,876



Statement of assets and liabilities at the end of the year

	2021/22	2020/21
	Unrestricted funds £	Unrestricted funds £
Cash funds		
Bank current account (adjusted)	94,672	63,876
Bank deposit account		
Building society account		
The Scout Association Short Term Investment Service		
Cash/Floats	-	-
Total cash funds	94,672	63,876
Other monetary assets		
Tax claim	-	-
Debts due from the County/Area/District/Group	-	-
Insurance claim	-	-
Sub total	-	-
Investment assets		
Investment property - detail	-	-
Quoted investments	-	-
Other investments - detail	-	-
Sub total	-	-
Non monetary assets for charity's own use		
HQ Furniture & Fittings	25,000	20,000
Land and buildings (revised Insurance Value)	631,279	609,933
Trailers	2,586	2,500
Camping Equipment	17,822	15,157
Boats & Equipment	79,844	64,619
Sub total	756,531	712,209
Liabilities		
Accounts not yet paid	-	-
Expenses incurred but not invoiced	-	-
Subscriptions not yet paid	-	-
Loan - detail	-	-
Trinity House Grant	-	-
H007	-	-
Sub total	-	-

Contingent liabilities and future obligations

1. **Ground Rent** : 33% share (Fareham Borough Council) with Warsash Wasps Football Club, payable quarterly.
2. **Water Rates** : 5% share of Southern Water Services Plc charges with Warsash Wasps Boys Football Club.
3. **Land & Buildings**: 40% share of headquarters building at the Recreation Ground, New Road, Warsash, Southampton by

The above receipts and payments account and statement of assets and liabilities were approved by the Trustees on 23/05/2022 (the date of the Executive Committee meeting that approved the accounts) and signed on their behalf by

Signature	Print Name
	Trevor Stabb Chair
	Kelly Semke Treasurer

Independent examiner's report to the trustees of 1st Warsash Sea Scout Group

I report to the trustees on my examination of the accounts of the **1st Warsash Sea Scout Group** for the year ended 31 March 2022.

Responsibilities and basis of report

As the charity trustees of the **1st Warsash Sea 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 Warsash Sea 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 Warsash Sea 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: Vicky Inch

Address: 84 Wilton Gardens, Southampton, SO15 7QR

Date: 24/01/2023