

# Trustees Annual Report

## Trustees' Annual Report

For the period

From (start date) 

0	1	0	4	2	2
---	---	---	---	---	---

 to end date 

3	1	0	3	2	3
---	---	---	---	---	---

### 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)	<table border="1" style="display: inline-table; border-collapse: collapse;"><tr><td>1</td><td>0</td><td>1</td><td>3</td><td>1</td><td>7</td><td>2</td></tr></table>	1	0	1	3	1	7	2			
1	0	1	3	1	7	2					
HQ registration number	<table border="1" style="display: inline-table; border-collapse: collapse;"><tr><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td></tr></table>										
Charity's principal address	<table style="width: 100%; border-collapse: collapse;"> <tr><td colspan="2">New Road (off Church Road)</td></tr> <tr><td colspan="2">Warsash</td></tr> <tr><td colspan="2">Southampton</td></tr> <tr><td style="text-align: right;">Postcode</td><td>S O 3 1 9 U H</td></tr> </table>	New Road (off Church Road)		Warsash		Southampton		Postcode	S O 3 1 9 U H		
New Road (off Church Road)											
Warsash											
Southampton											
Postcode	S O 3 1 9 U H										

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	Trevor Stabb	Chair	
2	James Winterton	Vice-Chair	
3	Louise Roberts	Acting Group Scout	
4	Kelly Semke	Treasurer	
5	Claire O'Neill	Secretary	
6	Chris Pilling	Assistant Group	
7	Carol Dawson	Fundraising	
8	Leeann Tanner	Section Leader (Red Oaks)	
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

**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:

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 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 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.

**Section B****Structure, governance and management (continued)****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. It is proving to be increasingly difficult to recruit adult volunteers.

**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.

Section C	Objectives and activities
-----------	---------------------------

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

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. River Beavers, the Group's third Beaver colony, was closed at the end of December 2022 as demand for spaces in this Saturday colony was not there, neither was it possible to open a third Cub Pack, due to a lack of adult volunteers, to support the number of Beavers now needing to move to Cubs. All River Beavers were offered places in the Scout Group's other Beaver Colonies. The Scout Group took the decision to focus on two high quality Beaver Colonies, Cub Packs and Scout Troops, along with the new Squirrel Drey, which celebrated its first birthday in February 2023.

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.

Summer sees the sailing dinghies, kayaks and power boats being fully used. 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.

Nights Away residential trips this year ranged from nights inside at HQ, to Beaver, Cub and Scout camps as well as trips to PGL, Brecon Beacons and the Discovery Sailing Project.

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.

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

1st Warsash continues to be a strong Scout Group, reflected in the number of young people in the sections, the number of adult volunteers and the number of young people on the waiting lists. a large number of badges have been achieved, including Chief Scout Awards. Further kayaks have been purchased during the year. Refurbishment of HQ has continued with the toilets being replaced and the Boat House cleared out and racking installed for the winter storage of some of the boats. Community engagement was evident with a strong presence at Warsash Festival, a local community fundraising event. Young people and adults took part on the Scout Group stands.



**Section F**

**Other Optional Information**

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

Refurbishment of HQ continues, focusing on the flooring, training room and storage areas.

Further adult volunteer recruitment is essential to maintain the strength of the Scout Group going forwards. This is proving to be an increasingly difficult task.

**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

0 5 0 6 2 3

# 1st Warsash Sea Scout Group Receipts and Payments Account

Year start date

Year end date

01-Apr-22	To	31-Mar-23
-----------	----	-----------

## Receipts and payments

**2022/23**

**2021/22**

Unrestricted  
funds  
£

Restricted  
funds  
£

Unrestricted  
funds  
£

Restricted  
funds  
£

### Receipts

<b>Donations, legacies and similar income</b>				
Membership subscriptions	27,892		25,115	
Less: Membership subscriptions paid on (National/County/Area/District)	-9,953		-9,055	
Net membership subscriptions retained	17,939		16,060	
Donations	669		1,709	
Gift Aid	0		0	
Income from Section Activities	31,972		23,996	
Income from Uniform / Woggles	1,904		541	
Explorers Rents	375		100	
Warsash Wasps recharge	799		4,155	
Sailing Fees	0		928	
Misc receipt	40		43	
Water refund	13,032			
<b>Sub total</b>	<b>66,730</b>	<b>0</b>	<b>47,532</b>	<b>0</b>
<b>Grants</b>				
Other grants	1,000	26,747	30,467	18,521
Move Covid funds to HQ Project	-6,000	6,000		
<b>Sub total</b>	<b>1,000</b>	<b>32,747</b>	<b>30,467</b>	<b>18,521</b>
<b>Fundraising (group)</b>				
Warsash Festival	1,473		0	
<b>Sub total</b>	<b>1,473</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Investment income</b>				
Bank interest	111		-	
Other investment income	-		-	
<b>Sub total</b>	<b>111</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total Gross Income</b>	<b>69,314</b>	<b>32,747</b>	<b>77,999</b>	<b>18,521</b>
<b>Asset and investment sales, etc.</b>	2,300		5,667	
<b>Total Receipts</b>	<b>71,614</b>	<b>32,747</b>	<b>83,666</b>	<b>18,521</b>

# 1st Warsash Sea Scout Group Receipts and Payments Account

Year start date

Year end date

01-Apr-22	To	31-Mar-23
-----------	----	-----------

## Receipts and payments

	2022/23		2021/22	
	Unrestricted £	Restricted £	Unrestricted £	Restricted £
<b>Payments</b>				
<b>Charitable Payments</b>				
Youth programme and activities	42,975		23,004	
Adult support and training	202		660	
Ground Lease	1,598		1,514	
Water and Sewerage	22,085		6,638	
Electricity and Oil	538		275	
Buildings Insurance	2,976		3,239	
HQ Maintenance, Cleaning, Waste Disposal	3,180		1,072	
HQ Refit Costs		29,409		6,061
Equipment (Boats and Camping)	2,866	7,886	16,502	
Donation to Charity	-		-	
Administrative Expenses	1,760		2,083	
QM, Sundry Payments			96	
Boating (Maintenance, Insurance, Fuel, Sailing Club fees)	2,157		7,080	
Badges, Clothing & Handbooks	5,785		2,066	
Bank Charges	1,579		1,101	
<b>Sub total</b>	<b>87,701</b>	<b>37,295</b>	<b>65,329</b>	<b>6,061</b>
<b>Fundraising expenses</b>				
Warsash Festival	267		-	
Misc	20		-	
Move Covid funds to HQ Project	0	6,000		
<b>Sub total</b>	<b>287</b>	<b>6,000</b>	<b>-</b>	<b>-</b>
<b>Total Gross Expenditure</b>	<b>87,988</b>	<b>43,295</b>	<b>65,329</b>	<b>6,061</b>
<b>Total payments</b>	<b>87,988</b>	<b>43,295</b>	<b>65,329</b>	<b>6,061</b>
<b>Net of receipts/(payments)</b>	<b>- 16,374</b>	<b>- 10,548</b>	<b>18,337</b>	<b>12,460</b>
<b>Cash funds last year end</b>	<b>53,693</b>	<b>40,979</b>	<b>35,356</b>	<b>28,519</b>
<b>Cash funds this year end</b>	<b>37,319</b>	<b>30,431</b>	<b>53,693</b>	<b>40,979</b>



# Statement of assets and liabilities at the end of the year

	2022/23		RESTATED 2021/22	
	Unrestricted £	Restricted £	Unrestricted £	Restricted £
<b>Cash funds</b>				
Bank current account (adjusted)	37,319	30,431	53,693	40,979
Bank deposit account				
Building society account				
The Scout Association Short Term Investment Service				
Cash/Floats	-		-	
<b>Total cash funds</b>	<b>37,319</b>	<b>30,431</b>	<b>53,693</b>	<b>40,979</b>
<b>Other monetary assets</b>				
Tax claim	-		-	
Debts County/Area/District/Group	-		-	
Insurance claim	-		-	
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Investment assets</b>				
Investment property - detail	-		-	
Quoted investments	-		-	
Other investments - detail	-		-	
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Non monetary assets for charity's own use</b>				
HQ Furniture & Fittings	27,500		25,000	
Land and buildings	-		-	
Trailers	2,844		2,586	
Camping Equipment	17,822		17,822	
Boats & Equipment	77,774		79,844	
<b>Sub total</b>	<b>125,940</b>	<b>-</b>	<b>125,252</b>	<b>-</b>
<b>Liabilities</b>				
Accounts not yet paid	-		-	
Expenses incurred but not invoiced	-		-	
Subscriptions not yet paid	-		-	
Loan - detail	-		-	
Trinity House Grant	-		-	
H007	-		-	
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

## NOTE

The Scout HQ property has historically been shown in the Statement of Assets & Liabilities as an asset. Upon review, this is incorrect as the property is occupied under a lease from Fareham Borough Council. Under FRS102 this is an operating lease and there is no impact on the Statement of Assets & Liabilities. The lease costs are accounted for in the Income Expenditure statement and it has therefore been removed from the Statement of Assets & Liabilities.

The above receipts and payments account and statement of assets and liabilities were approved by the Trustees on 28/06/2023 (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 Examiners report to the Trustees of 1<sup>st</sup> Warsash Sea Scout Group**

I report to the Trustees on my examination of the accounts of the 1<sup>st</sup> Warsash Sea Scout Group for the year ended 31st March 2023.

### **Responsibilities and basis of report**

As the charity trustees of the 1<sup>st</sup> 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 1<sup>st</sup> Warsash Sea Scout Group accounts carried out under section 145 of the Act and in carrying out my examination I have followed all the applicable directions given by the Charity Commission under section 145 (5) (b) the Act.

### **Independent Examiners 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 1<sup>st</sup> 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 I 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: Richard Wragg

Address: 4 Chiltern Close, Totton, Hampshire, SO40 7PT

Date: 26 January 2024