

# Dartford Cambria Sea Scout Group

Royal Naval Recognised Sea Scout Group No. 81

Registered Charities No. 1023312

Group Scout Leader – Steve Newton

President – Roger F Rowe



## Trustees' Annual Report for the period 01/04/2022 to 31/03/2023

### A. Reference and administration details

<b>Charity Name</b>	Dartford Cambria Sea Scout Group
<b>Registered Charity Number</b>	1023312
<b>Registered Scout Association Number</b>	39706
<b>Charity's principal address</b>	c/o Steve Newton 59 Kingfisher Drive Greenhithe Kent DA9 9RT

### Name of charity trustees who manage the charity:-

Bridget Busfield - Chair  
Stephen Newton - Group Scout Leader  
Katie Muller – Secretary

Jackie Slingo  
Lynn Coote  
Kieran Wootten  
Lia Lampton  
Clive Giles  
Sharon McGreevy  
Gary Williams

### Names of the trustees for the charity, if any, (for example, any custodian trustees)

Scout Association

### B. Structure, governance and management

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.

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

The Trustees are appointed in accordance with the Policy, Organisation and Rules of the Scout Association and are appointed at the Annual General Meeting, either by election or by approval of their nomination and serve for a period of one year. They are then eligible for re-election or re-nomination. Other trustees may be co-opted during the year to serve until the next AGM.

### Additional governance issues (Optional information)

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, individual Section Leaders and parent's representation and meets approximately every 2 months.

The Group Executive Committee exists to support the Group Scout Leader in meeting the responsibilities of the appointment and is responsible for:

- The maintenance of Group property;
- The raising of funds and the administration of Group finances;
- The insurance of persons, property and equipment;
- Group public occasions;
- Assisting in the recruitment of leaders and adult support;
- Appointing any sub committee that may be required;
- Appointing Group Administrators and Advisors other than those who are elected.

The Group has in place systems of internal controls that are designed to provide reasonable assurance against material mismanagement or loss, these include 2 signatures for all payments and a comprehensive insurance policies to ensure that insurable risks are covered.

### C. Objectives and activities

The objectives of the Group are as a unit of the Scout Association.

The aim of the Scout Association is to promote the development of young people in achieving their full physical, intellectual, social and spiritual potential, as individuals, as responsible citizens and as members of their local national and international communities. The method of achieving the Aim of the Association is by providing an enjoyable and attractive scheme of progressive training, based on the Scout Promise and Law and guided by adult leadership.

### Achievements and performance

#### Membership

Over the year membership has decreased slightly which is to be expected following the huge increase due to the COVID pandemic. Leadership has remained consistent. The SAS group has been left to focus on the main sections in the group

#### Youth Membership

	January 2023	March 2022	Variation
Beaver Scouts	22	31	-9
Cub Scouts	38	53	-15
Scouts	66	55	+11
Explorers	37	31	+6
<b>TOTAL YOUTH MEMBERSHIP</b>	<b>163</b>	<b>170</b>	<b>-7</b>

#### Adult Leadership

	January 2023	March 2022	Variation
Sections leaders	19	19	0
Sectional Assistants & Skills Instructors	12	12	0
Group Scout Leaders	1	1	0

TOTAL LEADERSHIP	32	32	0
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The Group Executive Committee met regularly and it was a busy year with a great deal of expenditure on upgrading facilities and equipment.

## D. Financial review

### Reserve 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 considered that the Group should hold a sum equivalent to four months running costs, circa £4,000.

The Group Executive Committee consider that sufficient funds are held at the year end to cover future commitments while maintaining the required reserves.

### Investment Policy

The Group has 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 monitors the level of bank balances and the interest rate 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.

## E. Declaration

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

Signed on behalf of the charity's trustees on 27/01/2024.



Stephen Newton,  
Group Scout Leader

# DARTFORD CAMBRIA SEA SCOUT GROUP

Registered Charities No. 1023312

For the year from 1 April 2022 to 31 March 2023

<b>Receipts</b>	<b>2022/23</b>	<b>2021/22</b>
	£	£
<b>Membership Subscriptions</b>		
Subscriptions Subs - Beavers	5,422	6,099
Subs - Cubs	7,998	6,701
Subs - Scouts	11,046	9,773
Subs - Explorers	5,553	4,773
	<u>30,018</u>	<u>27,346</u>
<b>Investment Income</b>		
Business Reserve Account	4	1
Scout Association Account	32	88
	<u>36</u>	<u>89</u>
<b>Donations/Grants</b>		
Donations	1,332	1,906
Company Donation	800	500
Grants	6,462	19,514
Coronavirus Grants		
Gift Aid	6,462	3,846
	<u>15,056</u>	<u>25,766</u>
<b>Camps &amp; Activities</b>	<b>6,621</b>	<b>4,906</b>
<b>Staycation</b>		<b>6,312</b>
<b>Summer Camp</b>	<b>10,651</b>	<b>2,926</b>
<b>Uniforms</b>	<b>2,770</b>	<b>3,998</b>
<b>Zanzibar/Kenya</b>	<b>6,431</b>	
<b>Loan From Bosun</b>	<b>3,063</b>	
<b>Loan</b>	<b>10,000</b>	
<b>Fundraising</b>		
Regatta and Raft Race	8,260	-
Tuck Shop	53	-
RYA Courses		600
Other Fundraising		283
Ingress Park Funday	552	
	<u>8,865</u>	<u>883</u>
<b>Sundry Receipts</b>		
County Boat		480
Zanzibar		3,221
Misc		-
Training	542	43
	<u>542</u>	<u>3,744</u>
<b>Total Receipts</b>	<u><u>94,053</u></u>	<u><u>75,971</u></u>

# DARTFORD CAMBRIA SEA SCOUT GROUP

Registered Charities No. 1023312

For the year from 1 April 2022 to 31 March 2023

<b>Payments</b>	<b>2022/23</b>	<b>2021/22</b>
		<b>£</b>
<b>Membership</b>	<b>8,721</b>	<b>8,755</b>
<b>Premises</b>		
Rent	1,468	1,231
Water Rates	146	55
Light/Heat	2,523	2,373
Insurance	1,011	767
Maintenance	1,064	1,130
	<b>6,211</b>	<b>5,556</b>
<b>Property Improvements</b>	<b>162</b>	<b>1,482</b>
<b>Camps &amp; Activities</b>	<b>5,952</b>	<b>6,306</b>
<b>Zanzibar</b>	<b>6,598</b>	<b>2,250</b>
<b>Staycation</b>		<b>8,045</b>
<b>Summer Camp</b>	<b>15,558</b>	
<b>Fundraising</b>		
General(Raft Race/Fireworks etc)	3,035	-
Tuck		
RYA Course Costs		112
	<b>3,035</b>	<b>112</b>
<b>Boating</b>		
Boating Costs	5,500	8,630
Marine Insurance	4,778	4,205
Mooring Fees	1,518	915
RYA Training Centre costs	186	161
Safety Equipment	137	
Bridge Lake		
	<b>12,119</b>	<b>13,911</b>
<b>Minibus</b>		
Minibus Costs	3,156	380
Minibus Insurance	1,612	1,669
	<b>4,767</b>	<b>2,049</b>
<b>Purchase of Equipment</b>	<b>9,436</b>	<b>24,346</b>
<b>Badges</b>	<b>1,971</b>	<b>2,249</b>
<b>Uniforms</b>	<b>5,779</b>	<b>4,074</b>
<b>Repay loan from Bosun</b>	<b>10,000</b>	
<b>Sundry Payments</b>		
Training	2,757	428
Celebration of Life	552	
Supplies/stationery	201	5
Go Cardless Refunds		135
Admin Costs	222	56
Misc.	381	
Website development		167
	<b>4,114</b>	<b>791</b>
<b>Total Payments</b>	<b>94,423</b>	<b>79,928</b>

# DARTFORD CAMBRIA SEA SCOUT GROUP

Registered Charities No. 1023312

For the year from 1 April 2022 to 31 March 2023

<b>Cash Funds</b>	<b>2022/23</b>	<b>2021/22</b>
	<b>£</b>	<b>£</b>
<b>Cash funds last year end</b>	<u>22,281</u>	<u>26,237</u>
<b>Net Receipts /Payments</b>	(370)	(3,956)
<b>Cash funds this year end</b>	<u><u>21,911</u></u>	<u><u>22,281</u></u>

<b>Bank Accounts</b>	<b>2022/23</b>	<b>2021/22</b>
	<b>£</b>	<b>£</b>
Scout Association Acc	11,337	11,305
Barclays Business Saver Account	1,896	1,892
Barclays Business Account	36,148	9,892
<b>Cash at year end per bank</b>	<u>49,381</u>	<u>23,089</u>
Less Chqs not cashed this year	30,059	808
Plus cheques cashed but allocated to next year	939	
Add Receipts not banked this year	1,650	-
<b>Cash funds this year end</b>	<u><u>21,911</u></u>	<u><u>22,281</u></u>



## Independent Examiner's Report

Report to the Trustees/ Members of **Dartford Cambria Sea Scout Group**  
On accounts for the year ended **31st March 2023**

### Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to my attention.

### Basis of independent examiner's statement

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

### Independent examiner's statement

In connection with my examination, no matter has come to my attention.

1. which gives me reasonable cause to believe that in, any material respect, the requirements:
  - to keep accounting records in accordance with section 130 of the Charities Act; and
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act have not been met; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed \_\_\_\_\_

Date \_\_\_\_\_

23/1/24

Name \_\_\_\_\_

IAN GLASS

Relevant Professional qualification(s) or body (if any):

HONORARY ACCOUNTANT