

1st HOOK SCOUT
GROUP

TRUSTEES' ANNUAL REPORT
AND ACCOUNTS FOR THE
YEAR ENDED

31ST MARCH 2024

FOUNDED 1923
REG. No. 5981
REGISTERED CHARITY No. 303752

**TRUSTEES' REPORT AND ACCOUNTS FOR THE YEAR
ENDED 31st MARCH 2024**

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The Trustees declare that they have approved the Trustees' report:

Signed on behalf of the charity's trustees



J FINDLAY, GROUP CHAIR



S THOMPSON, GROUP SCOUT LEADER

A. GROUP DETAILS

Trustees: *Ex-Officio* - Appointment

Group Scout Leader
Assistant Group Scout Leader
Group Chair
Group Secretary
Group Treasurer
Scout Leader
Cub Scout Leader (Spitfire)
Cub Scout Leader (Hurricane)
Beaver Scout Leader (Cheyenne/Navaho)

Name:

Mr S Thompson
Mr I Newbery
Mrs J Findlay
Mrs P Thompson
Mr C Stevenson
Vacant
Mr C Mould
Mr S Crow
Mrs A-M Howells

Trustees: *Nominated / Elected*

Mr D Nune

Mr D Perrins

Trustees: *Co-opted*

None

Bankers: Barclays Bank PLC,
6 Clarence Street, Kingston upon Thames, Surrey, KT1 1NY

Examiner: Mr D Sadler

Group Registration Number with The Scout Association: 5981

Charity Registration Number: 303752

B. STRUCTURE, GOVERNANCE AND MANAGEMENT

The Scout Group is a trust administered under the rules which are common to all Scout Association Groups. Group Trustees are appointed in accordance with the Policy, Organisation & Rules of the Scout Association.

The Group is managed by the Board of Trustees. The Board currently consists of 3 independent representatives, Chair, Treasurer and Secretary together with the Group Scout Leader, individual section leaders and parents' representation and meets once a month. The Board structure is currently under review, in line with new Scout Association guidance.

The Board 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 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 subcommittees that may be required.
- appointing Group administrators and advisors other than those who are elected.

The Group has in place systems of internal control that are designed to provide reasonable assurance against material mismanagement or loss. These include two signatories for all payments and comprehensive insurance policies.

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 potentials, as individuals, as responsible citizens and as members of their national and international communities. The method of achieving this is by providing an enjoyable and attractive scheme of progressive training, based on the Scout Promise and Law and guided by adult leadership.

D. MAJOR ACTIVITIES & ACHIEVEMENTS IN THE YEAR

It has been another good year for 1st Hook with all sections **Full**, although with a slight fluctuation in the numbers due to the birth rate.

Unfortunately, back in September, 1st Hook Scout & Guide Band closed its doors for the last time after 85 years of success; the Band did not pull through the pandemic as well as all the other sections. Those young people who still wanted to follow their love for music have transferred into Kingston & Malden District Scout & Guide Band along with three of our band instructors. I wish them all the best for the future and for their enjoyment of music.

We have started the initial investigations into starting a Squirrel Dray (4 - 6 age group) but, as with all aspects of Scouting, I will be looking for more adult support to start this section as we cannot be poaching leaders from our existing sections.

In light of the tragic accident on Great Orme in 2018, leader training is being stepped up and tightened up. The yellow card (Safeguarding Code of Conduct for Adults) has been reviewed and enhanced, with a 24 hour 365 days of the year Safeguarding reporting line. The leaders' permit scheme is also being enhanced and all activity permits will be recorded and updated on a regular basis (every 3 years). Mandatory training will now have to be completed within the first 3 months and updated every 3 years and all Basic training to be completed within 3 Years.

The Group Executive has undergone change, to a Group Trustee Board, with more emphasis on governance of the Group. This now means the Group will be setting up small sub-committees to look at different aspects of the group and report into the Trustee Board (HQ Maintenance & improvements, Transport, Camping equipment, Fundraising). Our treasurer is also looking into changing to a different banking provider as we, as a charity, are being penalised by the main high street banks. A big thank you to Julie, as our Group Chair, who is stepping down after 9 years of service, but is not stepping away from Scouting as she has now taken on the role of GLSW County Chair, but I am sure we will still see Julie around in the background helping 1st Hook when required.

Scout Transformation is also jogging along in the background from Scout HQ, Regions, County, Districts, and Groups. This is an overhaul/review of all Scouting policies and provisions. The scouting data base will be migrating from "Compass" to a new digital platform and provider. There will also be title changes for the leadership team with a greater emphasis on teams as opposed to individual titles (e.g. Beaver Team Lead, Scout Team Member) and GSL will become Group Lead Volunteer. All of which will become clearer as we progress through the changes, I hope.

The World Jamboree in South Korea was very testing for all concerned this year. The Jamboree site was not as well set up or ready as it had been made out to be. Our leaders and IST members stepped up and made the best of what had been provided before ALL the British contingents were moved into hotels where their Jamboree journey continued.

Well done to all concerned and a special thanks to our 1st Hook leaders who carried on regardless to make it work for the young people - thank you, Matthew Cheyette, Kieran Voong, Ed Hackett and Orla Newbery.

The Group's 100th Anniversary year ended with an Anniversary/Reunion dinner in November at the DoubleTree by Hilton in Kingston. A great time was had by all with stories from the past, old photos and memories shared.

Our BeerFest committee continue to work their magic with another great event with optional cocktail Masterclass Workshop on the Thursday evening which proved to be a great success and which I am sure will be repeated. The takings again were up on the previous year and this event continues to be a great success not only in raising funds for 1st Hook and another charity but also as a social community event. Once again, I extend my thanks to the team.

NBF Camp is being organised in the background ready for the weekend camp 12th – 14th July and I am sure it will be another great weekend with plenty of activities for both young and old alike.

So, all in all, another great year for the group; it is in good shape and all sections are functioning well with badges and top awards being achieved, camps and adventurous activities undertaken. A **REALY BIG THANK YOU** to all the Leaders and the Group Trustee Board for making all this happen and provide "Skills for Life" for our future generations.

Stuart Thompson
Group Scout Leader (Group Lead Volunteer)

E. FINANCIAL REVIEW

The financial position of the Group is contained in the Statement of Assets and Liabilities and Receipts and Payments account on the next three pages, with accompanying Notes following.

The strength and success of the Group is reflected in its finances as well as in the range of activities provided. It has been another good year with subscriptions up in volume, fundraising up due to the success of the Hook Beer Fest, and monies from use of the hall enhanced by the lease of car parking space to developers of property in Verona Drive.

Regular payments have been consistent with prior year with increased utility costs offset by lower spend on minibus repairs this year. With a lower than usual spend on new equipment and upgrades, the available funds enable the Group Trustees to keep the cost of scouting, to all our members, as low as possible and to allow us to make the most of opportunities to enhance facilities and equipment as necessary.

In summary, and as detailed on the next pages, the Group's Unrestricted Cash Funds increased by £27,777 in the year, to £100,586. There were no Restricted Cash Funds as at 31 March 2024.

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 minimum sum equivalent to 12 months normal running costs, circa £25,000-£30,000. A review of the financial position of the Group is carried out during the year at Trustee Board meetings. Funds greater than the minimum level are reviewed regularly in conjunction with potential future commitments on property, transport and equipment repairs and improvement.

The accounts have been drawn up on the receipts and payments basis which is consistent with the previous years and with the Charity registration requirements. No funds are in deficit.



1st HOOK SCOUT GROUP



Receipts and Payments Account for the year ended 31st March 2024

Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £ Note 13	Total funds to the nearest £	Last year to the nearest £
Receipts				
Donations, legacies and similar income				
Membership subscriptions	34,015	0	34,015	29,034
Less: Membership subscriptions paid on	(12,264)	0	(12,264)	(11,073)
Net Membership subscriptions retained	21,751	0	21,751	17,961
Legacies and Donations	784	0	784	65
Gift Aid	4,571	0	4,571	442 <small>Note 1</small>
Other income	3,573	0	3,573	0 <small>Note 2</small>
Sub total	30,679	0	30,679	18,468
Grants				
Royal Borough of Kingston	0	0	0	0
Petchey Awards	0	2,500	2,500	2,400
Sub total	0	2,500	2,500	2,400 <small>Note 3</small>
Fundraising (gross)				
Use of hall	12,700	0	12,700	6,444
Beer festivals	29,018	0	29,018	22,441
Garden Centre collections	2,342	0	2,342	2,351
Jamboree	0	0	0	1,354
Other fundraising events	1,066	0	1,066	737
Sub total	45,126	0	45,126	33,327 <small>Note 4</small>
Investment income				
Bank interest	28	0	28	5
Building Society interest	1,512	0	1,512	514
Sub total	1,540	0	1,540	519
Total Gross Income	77,345	2,500	79,845	54,714
Asset and investment sales	0	0	0	0
Total Receipts	77,345	2,500	79,845	54,714

Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Total funds to the nearest £	Last year to the nearest £	
Payments					
Charitable payments					
Programme and activities	4,596	2,500	7,096	8,390	Note 5
Programme and activities - after year end (net)	(1,773)	0	(1,773)	(3,132)	Note 5
Training and administration	963	0	963	1,603	
Bank charges	217	0	217	227	
Insurance (excluding minibus insurance)	6,013	0	6,013	6,059	
Gas	5,092	0	5,092	4,849	
Electricity (net of solar panel rebate)	2,987	0	2,987	806	
Water	816	0	816	369	
General rates	465	0	465	883	
Telephone and internet	1,068	0	1,068	934	
Cleaning	2,532	0	2,532	1,897	Note 6
Repairs and renewals	2,735	0	2,735	3,183	Note 7
Materials and consumables	207	0	207	0	
Minibuses	2,801	0	2,801	6,775	Note 8
Sub total	28,719	2,500	31,219	32,843	
Fundraising expenses					
Beer festivals	15,404	0	15,404	25,516	
Jamboree	1,200	0	1,200	1,354	
Other fundraising events	0	0	0	0	
Sub total	16,604	0	16,604	26,870	Note 4
Total Gross Expenditure	45,323	2,500	47,823	59,713	
Asset and investment purchases					
Building and equipment	2,940	0	2,940	10,924	Note 9
Camping stores	1,305	0	1,305	1,304	
Sub total	4,245	0	4,245	12,228	
Total Payments	49,568	2,500	52,068	71,941	
Transfers between funds	0	0	0	0	
Net of receipts/(payments)	27,777	0	27,777	(17,227)	
Cash funds last year end	72,809	0	72,809	90,036	
Cash funds this year end	100,586	0	100,586	72,809	

Statement of assets and liabilities at the end of the year

	At 31/03/24			At 31/03/23
	Unrestricted funds to nearest £	Restricted funds to nearest £	Total funds to nearest £	Total funds to nearest £
Cash funds				
Bank current accounts - Barclays Bank	39,407	0	39,407	13,089
Bank deposit account - Barclays Bank	2,423	0	2,423	2,394
Cash boxes	344	0	344	425
Building society account - Monmouthshire BS	58,412	0	58,412	56,901
	100,586	0	100,586	72,809

Assets retained for the charity's own use



	Value		
	31/03/2024	31/03/2023	
Land and buildings	2,376,963	2,321,253	Note 10
HQ equipment	86,414	86,414	Note 11
Camping and band equipment	100,391	100,391	Note 11
Vehicles	31,000	31,000	Note 12
	2,594,768	2,539,058	

Liabilities

	31/03/2024	31/03/2023	
Amounts received in advance for camps / other activities	2,400	3,690	Note 5
Monies held on behalf of Explorer Unit	3,573	0	Note 1
	5,973	3,690	

The above receipts and payments account and statement of assets and liabilities were approved by the Trustees on 19th June 2024 and signed on their behalf by:

Signature

	Julie Findlay	Chair
	Colin Stevenson	Treasurer

NOTES TO THE ACCOUNTS

Note 1 Gift aid

Gift Aid is claimed on membership subscriptions. Receipts of £4,571 in 2023/24 related to tax year 2021/22. Gift Aid for tax year 2022/23 was received after year end; 2023/24 is still reclaimable from HMRC.

Note 2 Other income

Due to the closure of the Explorer unit account with Barclays, funds were transferred to the Group whilst alternative arrangements are made.

Note 3 Grants

Petchey Awards totalling £2,500 were received during the year. Monies received are spent on equipment or activities of the award winner's choosing.

Where grants are awarded for specific use, their receipt and use are shown within Restricted Funds.

Note 4 Fundraising

Due to the timing of fundraising events, particularly those near each year end, receipts and payments in a particular year do not always reflect the financial performance of the individual event as the costs or receipts may be in two different financial years.

'Other' Group fundraising events comprise online shopping donations (£206), 100+ Club (£350), and matched funding (£510).

Note 5 Programme and Activities

		2023/24			2022/23		
		Receipts	Payments	Net	Receipts	Payments	Net
		£	£	£	£	£	£
Activities	Sections	6,944	(11,560)	(4,616)	4,866	(8,719)	(3,853)
	Group	2,385	(3,623)	(1,238)	0	0	0
	Band	110	(35)	75	257	(84)	173
Camps and sleepovers		12,905	(14,222)	(1,317)	5,088	(9,778)	(4,690)
		22,344	(29,440)	(7,096)	10,211	(18,581)	(8,370)
Future events*		2,400	(627)	1,773	3,690	(578)	3,112
		24,744	(30,067)	(5,323)	13,901	(19,159)	(5,258)

* Future events include cub pack camps, troop camps and NBF camp, all held after 31 March, for which monies had been received and paid out in advance.

Total section payments include £2,500 covered by Petchey Award receipts.

Note 6 Cleaning

Cleaning of the HQ is carried out weekly, when the HQ is in use, by a contracted cleaning company. Deep cleans of specific areas are carried out as and when necessary.

Note 7 Repairs and renewals

2023/24 includes £1,440 on floor upkeep, (2022/23 - £870)

Note 8 Minibuses

	2023/24	2022/23
Net costs:	£	£
Tax and insurance	2,140	1,924
Service and repairs	686	4,784
Fuel	0	92
	2,826	6,800
Less: Contributions for use of minibuses	(25)	(25)
	2,801	6,775

NOTES TO THE ACCOUNTS (continued)

Note 9 **Assets purchased**

	2023/24	2022/23
Significant expenditure on new assets was as follows:	£	£
Cavity wall insulation		8,124
Boilers and heating		2,767
3D Printer/Cutter	2,700	
First aid equipment	240	
Laminator		33
	<u>2,940</u>	<u>10,924</u>

Note 10 **Land and buildings**

A "Report on Reinstatement Cost" was carried out for insurance purposes in March 2000. The insurance value has been uplifted by inflation each year.

Note 11 **Equipment**

The level of insurance for Camping, Band and headquarters equipment is regularly reviewed. Excess of £100.

Note 12 **Vehicles**

		Cost £
Ford Transit Minibus (16 seats + driver)	NJ59 NXB	12,000
Peugot Boxer Minibus (16 seats + driver)	WA62 CHJ	19,000

Comprehensive insurance cover. Drivers must be over 25 years of age. Damage excess of £200

Note 13 **Restricted funds**

Where there is a restriction on the use of amounts received, these are shown in the Restricted Fund.

	Petchey Awards £
At 1st April	-
Received - Grants	2,500
Spending - Section activities	<u>(2,500)</u>
At 31st March	<u>-</u>

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF 1st HOOK SCOUT GROUP

I report on the accounts of the Group for the year ended 31st March 2024 which comprise the Receipts and Payments Account, Statement of Assets and Liabilities and related notes, set out on pages 8 to 12.

This report is made solely to the trustees in accordance with Section 145 of the Charities Act 2011. My work has been undertaken so that I might state to the charity's trustees those matters I am required to state to them in an Independent Examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the charity and the charity's trustees for my examination work.

Respective responsibilities of Trustees and Examiner

The Group's trustees are responsible for the preparation of the accounts. They 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 Commissioners (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 report

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the Group 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 you as 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 requirement
 - 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 Acthave 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.

Name:  DAVID SADLER

Qualification: ACA (Institute of Chartered Accountants in England and Wales)

Address: 43 The Ridgeway, Fetcham, Surrey, KT22 9BE

Date: 28 July 2024