

1st SURBITON (SEALION) SEA SCOUT GROUP TRUSTEES' ANNUAL REPORT FOR YEAR ENDING 31st MARCH 2021

CONSTITUTION

1st Surbiton "Sealion" Sea Scout Group is registered with the Charity Commissioners (No.303763) and is constituted by a Royal Charter dated 4th January 1912 as amended by supplementary charters dated 28th March 1949, 18th February 1959, 5 May 1967 and 19th July 1991. The Trustees present their Annual Report as under, together with the Annual Accounts as attached, for the year ended 31st March 2021. These have been prepared in accordance with the Trust Deed and the Charities Act 2011.

OBJECTS OF THE CHARITY

The object of the charity is promoting 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 local, national and international communities.

ACTIVITIES AND ACHIEVEMENTS

The Group continues to be managed by the Group Executive Committee, comprising both lay and uniformed personnel. This Committee continues to carry out and co-ordinate fundraising activities, and maintains links with stakeholders, including the Local Authority, community, schools and Church.

The level of income, expenditure and year-end financial position exceeds the expectations of the Trustees, largely because of the grants received from the Local Authority made to cover the expected loss of income from hall lettings, etc through the Pandemic. We would state here that the year reported on has been exceptional. Despite this, the Group remains in an extremely healthy position financially, thanks to a combination of income from subscriptions, the grants referred to above and gift aid. We continue to expect income from gift aid to reduce in future years. This year we are reporting an operating profit, despite investments made that are detailed below. We typically break even on our costs and income but being able to claim gift aid allows us to invest what we do receive from that source, along with any surplus generated, in boating and other equipment. The income derived from gift aid and from subscriptions generally is wholly down to our strict overall control of our financial statements with the production of detailed monthly accounts and Lynda Bennett's organisation of income from Subscriptions. James Ayles continues to provide invaluable help by submitting the claims for gift aid.

In the last 12 months we have continued to make investments in the headquarters (an internal staircase leading to the storage areas in the roof, new chairs for the headquarters and a floating pontoon for Ravens Ait. We also provided training and equipment for "tomahawk throwing", a recently introduced activity at a number of camp sites and one it was felt that the Training Sections would enjoy. We sold the mini-bus, which will be replaced at a point in the new financial year when it will be used. The Group Executive has agreed the purchase of a replacement vehicle post pandemic. A sum has been assigned for the purchase.

The Group has continued to develop although 20/21 probably saw more limited progress than in any other recent year, again, owing to the pandemic. 1st Surbiton remains the second largest in the District. We continue to have children from outside the Group waiting to join virtually all sections once they become old enough, a situation likely to continue for the foreseeable future. We advise most prospective members of other Groups in the District they can contact. We have a waiting list from children outside the Group which are offered places if vacancies arise, although priority for places is always given to ensuring we can provide transition between the training sections for existing members. Each of the training sections has a very healthy number of members. The training programme has been disrupted this year, in ways that couldn't have been predicted at its start, but all sections have continued to run throughout "lockdown" where they have become adept at running virtual as well as face-to-face meetings. The programme provided aims to provide a progression in challenge through

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each of the age groups represented by the sections with the opportunity for a child aged nearly six to pass through the beavers, cubs, scouts and eventually explorer scouts.

The development of the young people is provided through the training scheme and by them learning various skills and gaining badges to show that they have reached the required standard in the skill or achievement. There are now over seventy badges that the young people can gain during their time in the Group, a number which increases annually.

This is the first year in living memory when representatives of the Group have neither taken part in nor run District activities as they haven't been able to be held. As we take tentative steps towards "normality", we're not certain what events will find a "market" or will be supported by other groups. To some extent, we're starting over rather than restarting. Normally we can say that we've held camps or sleepovers for every section. This year we can't. We did manage to hold some outdoor activity days, which are normally "extras" but this year, they've probably been the highlights of the programme.

Finally, the Group still has access to Raven's Ait for its boating activities. The management arrangements for the island appear to have stabilised, we're now paying the rent for its use. The Scout and Explorer sections continue to use the island for their boating activities. Our access to Ravens Ait continues from a lease granted through the Royal Borough of Kingston upon Thames, which we remain very grateful for, and is an integral part of the success of the scout and explorer scout sections of 1st Surbiton.

RESERVE POLICY

The Group Executive Committee's aim is to break even, covering all expenses and to have sufficient in reserve (£25,000 is our stated position) to cover wear and tear on equipment and to make sure we can cover any unexpected expense. We can comfortably exceed this situation.

RISK MANAGEMENT

The Trustees have examined the major risks which the charity faces and confirm that systems have been established to enable regular reports to be produced to them to lessen such risks.

TRUSTEES

The Group Executive Members are:

Pippa Taylor, Penny Blundell, Andrea Miller, Caroline Ayles, Shane Murphy, Dan Gibson, Roger Jones, Dinyar Byramji, Niloufer Byramji, Sally Muxworthy, Simon Burrows, Ian Appleford, Lynda Bennett, Frieda Moore and Matt Bennett (resigned post year end).

STATEMENT OF TRUSTEES' RESPONSIBILITIES

Law applicable to charities in England & Wales requires trustees to prepare accounts for each financial year in view of its size the charity is entitled to prepare accounts on the alternative receipts and payments basis.

The trustees are responsible for keeping accounting records which disclose with reasonable accuracy the financial position of the charity and which enable them to ensure that the accounts comply with the applicable law. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

1st SURBITON GROUP

1st SURBITON (SEALION) SEA SCOUT GROUP

ACCOUNTS FOR THE YEAR ENDED

31st MARCH 2021

Charity Registration Number: 303763

1st SURBITON (SEALION) SEA SCOUT GROUP

CONTENTS

	Page
TRUSTEES' ANNUAL REPORT	1 - 3
INDEPENDENT EXAMINER'S REPORT	4
ACCOUNTS:	
Receipts and Payments Account	5
Statement of Assets and Liabilities	6-7
Notes to the accounts	8-9

1st SURBITON (SEALION) SEA SCOUT GROUP

TRUSTEES' ANNUAL REPORT

FOR THE YEAR ENDED 31st MARCH 2021

CHARITY CORRESPONDENT

Principal address: Mr R C Jones
76 Alexandra Drive
Surbiton
Surrey KT5 9AF

ACCOUNTANTS

Independent Examiner: Tim Brown ACA BA(Hons)
50 The Ridings
Surbiton
Surrey KT5 8HQ

BANKERS

National Westminster Bank plc National Westminster Bank plc
10 Victoria Road
Surbiton
Surrey

Signed: Roger C Jones Group Executive Member

Matthew Bennett Group Treasurer

Dated: 12th August 2021

1st SURBITON (SEALION) SEA SCOUT GROUP

RECEIPTS AND PAYMENTS ACCOUNT

FOR THE YEAR ENDED 31st MARCH 2021

	Notes		2021	2020
		Unrestricted	Restricted	Total
		£	£	£
RECEIPTS				
Subscriptions		38,077	-	38,077
Gift Aid (2020 -2 years)		10,096	-	10,096
Activities to further the Charity's objectives		-	-	-
Donatons and Grants	1	21,763	-	21,763
Activities to generate funds	2	2,373	-	2,373
Bank Interest		37	-	37
TOTAL RECEIPTS		72,346	-	72,346
PAYMENTS				
Payments for generating funds		-	-	-
Charitable payments:				
Grants Paid for District Membership		5,580	-	5,580
Charitable Activities	3	26,912	-	26,912
Support costs	4	13,265	-	13,265
Management and Administration	5	5,331	-	5,331
TOTAL PAYMENTS		51,088	-	51,088
NET RECEIPTS		21,258	-	21,258
Cash Funds as at 1st April 2020		57,004	-	57,004
Cash Funds as at 31st March 2021		78,262	-	78,262

1st SURBITON (SEALION) SEA SCOUT GROUP
STATEMENT OF ASSETS & LIABILITIES AS AT 31 MARCH 2021

	Unrestricted Funds £
CASH FUNDS	
National Westminster Bank plc	
Current account	100
Reserve Account	70,707
	70,807
Outstanding Cheques	(5,194)
COIF Charities Deposit Fund	12,649
	78,262

		B/Fwd	Movement	Transfer	C/Fwd
Unrestricted Fund	General Fund	26,004	21,258	(20,000)	27,262
Designated Funds	Boats Fund	6,000	-	-	6,000
	Maintenance Fund	25,000	-	-	25,000
	Tent Fund	-	-	-	-
	Minibus Fund	-	-	20,000	20,000
		57,004	21,258	-	78,262

Gift Aid

Gift Aid for 2019-20 is reflected in these accounts but 2020-21 has not yet been claimed or reflected.

Liabilities

	Unrestricted Funds £
Independent Examiners Fee	250
	250

Signed on behalf of the Trustees

Roger C Jones
Group Executive Member
Dated : 12th August 2021

Matthew Bennett
Group Treasurer

1st SURBITON (SEALION) SEA SCOUT GROUP

STATEMENT OF ASSETS & LIABILITIES AS AT 31 MARCH 2021

Assets Retained for Charity's own use

New Headquarters and Ravens Ait	£
Lease 99 years from St Andrew & St Marks PPC	2,500
Expenditure 2009/10	10,693
Expenditure 2010/11	35,113
Expenditure 2011/12	609
Expenditure 2013/14 - Work Stations etc	1,059
Expenditure 2013/14 - Computer Room	1,836
Expenditure 2018/19 - Changing rooms on Island	7,104
Expenditure 2020/21 - Boatshed Construction	4,219
Expenditure 2020/21 - New Staircase at HQ	2,478
Expenditure 2020/21 - Chairs and Trolleys	1,279
	<u>66,890</u>

	Cost £	Book Value £
Equipment Inventory		
Additions 2010/11	1,691	-
New van 2010/11	12,600	-
Additions 2011/12	610	-
Additions 2013/14 - Epson EB-925 LCD Projector	3,058	612
Additions 2013/14 - Stormhaven Tents etc	2,400	480
Additions 2013/14 - Patrol Dining Shelter	855	171
Additions 2013/14 - Contour Tables and Benches	1,075	215
Additions 2016/17 - Tents	730	365
Additions 2016/17 - Oars	773	387
Additions 2016/17 - Equipment	680	340
Additions 2017/18 - Gala Tent	2,900	2,030
Additions 2018/19 - Laser Equipment	6,974	5,579
Additions 2018/19 - Camp Assessories	2,391	1,913
Additions 2018/19 - Gala Tent	1,300	1,040
Additions 2018/19 - Waterproof Radio	869	695
	<u>38,906</u>	<u>13,826</u>
Boat Inventory		
Brought Forward (Fully Depreciated)	24,270	-
Assumed Disposed Off	(24,270)	-
Additions 2009/10	6,822	-
Additions 2010/11	21,499	-
Additions 2011/12	702	-
Additions 2012/13	8,196	820
Additions 2014/15 - Whitewater Canoes	8,903	2,671
Additions 2014/15 - Ribshop	7,279	2,184
Additions 2014/15 - Other	1,118	335
Additions 2017/18 - Oars	1,433	1,003
Additions 2017/18 - Canoes	2,461	1,723
Additions 2017/18 - Canoe Equipment	2,159	1,511
Additions 2017/18 - Boats (8)	4,028	2,820
Additions 2017/18 - New Whaly Boat	5,911	4,138
Additions 2018/19 - Whaly Boat 435	8,673	6,938
Additions 2018/19 - Boat Deposit	4,436	3,549
Additions 2019/20 - NewRib	17,743	15,969
	<u>101,363</u>	<u>43,660</u>
	<u>140,269</u>	<u>57,486</u>

1st SURBITON (SEALION) SEA SCOUT GROUP

NOTES TO RECEIPTS AND PAYMENTS ACCOUNT
FOR THE YEAR ENDED 31st MARCH 2021

	2021	2020
	£	£
RECEIPTS		
1 Donatons and Grants		
Royal brough of Kingston - Covid Grants	21,485	-
General Donations	278	275
Hall Donations	-	4,155
Jack Petchey Awards	-	-
The Royal Navy Admiralty Fund Grant	-	5,000
Jamboree Donation - Essence	-	1,500
	<u>21,763</u>	<u>10,930</u>
2 Activities to generate funds		
Christmas Trees	720	360
Insurance Receipt	657	-
Miscellaneous Income	12	116
Parking Permits	600	550
Sealion Quiz	-	2,002
Sale of Boats and parts	-	1,500
Sale of Uniforms	34	444
Minibus Sale	350	-
	<u>2,373</u>	<u>4,972</u>

1st SURBITON (SEALION) SEA SCOUT GROUP

NOTES TO RECEIPTS AND PAYMENTS ACCOUNT
FOR THE YEAR ENDED 31st MARCH 2021

	2021	2020
	£	£
PAYMENTS		
3 Charitable Activities		
Boat Expenses inc Licences	3,427	3,141
Boats (Items over £1,000 added to asset register)	-	17,743
Boat and Marine Insurance	2,977	3,532
Boatshed and Island repairs (£4,169 added to asset register)	6,628	2,925
Donations (2021 - Round the World)	1,000	988
Equipment (items over £1,000 added to register)	-	3,030
Jamboree and Roveraway Donation	-	1,500
Scarves and Clothing	-	2,794
Scout Shop	1,000	1,000
Section Expenses		
Porpoise and Narwhal (Beavers)	2,820	1,735
Walrus (Cub-Scouts)	1,440	950
Dolphin (Cub-Scouts)	2,580	1,705
Troop (Scouts)	2,880	2,250
Explorers	2,160	1,320
	<u>11,880</u>	<u>7,960</u>
	<u>26,912</u>	<u>44,613</u>
4 Support costs		
HQ Expenses inc Maintenance	1,558	1,773
HQ Decoration	500	2,150
HQ Staircase (added to register)	2,478	-
Covid 19 Costs	936	-
Minibus (Owned)	848	574
Minibus (RAKAT)(net of Section Contribution)	-	578
Commercial Vehicle Insurance	-	803
Ravens Ait Rent (Two Years to 31.3.20)	3,120	6,240
Utilities	3,825	2,724
	<u>13,265</u>	<u>14,842</u>
5 Management and Administration		
AGM	-	196
General Expenses (inc PPS)	390	785
Chairs and Trolleys (added to register)	1,279	-
Independent Examiners Fees	245	240
Insurances (Property & Equipment)	2,110	2,147
Telephone	382	1,235
Training	925	1,026
	<u>5,331</u>	<u>5,629</u>

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES/MEMBERS OF

1ST SURBITON (SEALION) SEA SCOUT GROUP

I report on the accounts of the 1st Surbiton (Sealion) Sea Scout Group (Charity no. 303763) for the year ended 31st March 2021, which are set out on pages 5 to 9.

Respective responsibilities of trustees and examiner

As the charity's trustees, you 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,
- 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 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 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 I do not express an audit opinion on the view given by the accounts.

Independent examiner's statement

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

(a) which gives me reasonable cause to believe that in any material respect the requirements:

(i) to keep accounting records in accordance with section 130 of the Charities Act; and

(ii) to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act have not been met; or

(b) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Tim Brown BA(Hons) ACA

Chartered Accountant

50 The Ridings

Surbiton

Surrey KT5 8HQ

Dated: 12th August 2021