



## **Surbiton "Sealion"**

## **Sea Scout Group**



## **Annual Report 2021/2022 and AGM Papers**

---

Saturday 17th September 2022

1st SURBITON GROUP

1st SURBITON (SEALION) SEA SCOUT GROUP

ACCOUNTS FOR THE YEAR ENDED

31st MARCH 2022

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

## **1<sup>ST</sup> SURBITON (SEALION) SEA SCOUT GROUP TRUSTEES' ANNUAL REPORT FOR YEAR ENDING 31<sup>ST</sup> MARCH 2022**

### **CONSTITUTION**

1<sup>st</sup> Surbiton "Sealion" Sea Scout Group formed in 1909 is registered with the Charity Commissioners (No.303763) and is constituted by a Royal Charter dated 4<sup>th</sup> January 1912 as amended by supplementary charters dated 28<sup>th</sup> March 1949, 18<sup>th</sup> February 1959, 5<sup>th</sup> May 1967 and 19<sup>th</sup> July 1991. The Trustees present their Annual Report as under, together with the Annual Accounts as attached, for the year ended 31<sup>st</sup> March 2022. 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. After the departure of the previous Treasurer (Matthew Bennett) and Chair (Pippa Taylor), the Committee decided to restructure to encourage lay members' responsibilities, to avoid repetition, and to improve the overall effectiveness of the Executive whilst allowing all those who have an interest to share their views and build on the sub-committee structures that were established over the last few years. The Committee's main function is to manage our assets - headquarter, boats, equipment and facilities on Ravens Ait that support the leaders in delivering the activities for the young people. The Committee continues to carry out and coordinate fundraising activities, and maintains links with stakeholders, including the Local Authority, community, school, and Church.

Despite the delay in receiving Gift Aid 2021 which caused an operating loss, the Group remains in a healthy position financially and hopefully with the income from Gift Aid in the future years, we continue to break even on our costs and income. 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. We agreed to invest in defibrillators as a way of benefiting the community as well as ourselves.

In the last 12 months, we successfully rebuilt the floating pontoon which is a significant asset and have been put into good use to transport our own people back and forth Raven's Ait. A fund has been assigned for the purchase of a replacement vehicle post pandemic and we have been looking for one. In addition, it has been agreed that our computers needed to be updated and options are being investigated. Last year we decided to give back to our members by holding an outdoor AGM and it turned out to be a success; therefore, we would do the same this year.

The Group has continued to develop throughout 2021/22 and remains the second largest in the District. 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 adjusted and adapted to the new "normal". The adapted programme aims to provide a progression in challenge through each of the age groups represented

**1<sup>ST</sup> SURBITON (SEALION) SEA SCOUT GROUP TRUSTEES' ANNUAL REPORT FOR YEAR ENDING 31<sup>ST</sup> MARCH 2022 (Cont'd)**

by the sections with the opportunity for a child aged 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 and achievement. Young people can gain a wide range of badges during their time in the Group, a number which increases annually.

This is another year that representatives of the Group have neither taken part in nor run District activities as they have not been able to be held. We started the year with some online sessions and gradually indoor face-to-face meetings with reduced numbers subject to the approval of the risk assessment by the District Team established specially to oversee the safety arrangements needed for the pandemic. Despite the difficulties last year, Scouts and Explorers were able to undertake boating over the summer and develop skills and to go camping. Beavers had a sleepover and Cubs held a range of outdoor activities.

Finally, the Group still has access to Raven's Ait for its boating activities. While paying rent directly to the management, our access to Raven's 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 1<sup>st</sup> 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. We also have reserve funds for boat replacements and a new vehicle.

**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:

Penny Blundell (Group Scout Leader), Andrea Miller (Group Chair), Linh Bui (Group Treasurer), vacant (Group Secretary), Simon Burrows (Assistant Group Scout Leader), Roger Jones (Group President), Niloufer Byramji, Anne Oram, Dan Gibson, Matthew Fletcher, Mary Trafford, Henrik Svensson.

**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.

W 3  
+2  
D 2  
+3  
5 5  
11  
15  
26

1st SURBITON (SEALION) SEA SCOUT GROUP

TRUSTEES' ANNUAL REPORT

FOR THE YEAR ENDED 31st MARCH 2022

**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

Linh Bui

Group Treasurer

Dated: 17th September 2022



**INDEPENDENT EXAMINER'S REPORT**  
**TO THE TRUSTEES/MEMBERS OF**  
**1<sup>ST</sup> SURBITON (SEALION) SEA SCOUT GROUP**

I report on the accounts of the 1<sup>st</sup> Surbiton (Sealion) Sea Scout Group (Charity no. 303763) for the year ended 31<sup>st</sup> March 2022, 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.

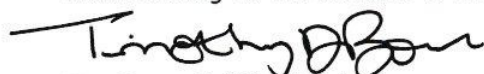
**Independent examiner's statement**

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: 17<sup>th</sup> September 2022

1st SURBITON (SEALION) SEA SCOUT GROUP

RECEIPTS AND PAYMENTS ACCOUNT

FOR THE YEAR ENDED MARCH 2022

	Notes	2022		2021
		Unrestricted £	Restricted £	Total £
<b>RECEIPTS</b>				
Subscriptions		40,614	-	40,614
Gift Aid		-	-	-
Activities to further the Charity's objectives		-	-	-
Donatons and Grants	1	13,692	-	13,692
Activities to generate funds	2	2,593	-	2,593
Bank Interest		12	-	12
<b>TOTAL RECEIPTS</b>		<b>56,911</b>	<b>-</b>	<b>56,911</b>
<b>PAYMENTS</b>				
Payments for generating funds		-	-	-
Charitable payments:				
Grants Paid for District Membership		8,550	-	8,550
Charitable Activities	3	42,478	-	42,478
Support costs	4	13,159	-	13,159
Management and Administration	5	7,624	-	7,624
<b>TOTAL PAYMENTS</b>		<b>71,811</b>	<b>-</b>	<b>71,811</b>
<b>NET RECEIPTS</b>		<b>(14,900)</b>	<b>-</b>	<b>(14,900)</b>
Cash Funds as at 1st April 2021		78,262	-	78,262
Cash Funds as at 31st March 2022		63,362	-	63,362

**1st SURBITON (SEALION) SEA SCOUT GROUP**  
**STATEMENT OF ASSETS & LIABILITIES AS AT 31 MARCH 2022**

		Unrestricted Funds			
		£			
<b>CASH FUNDS</b>					
National Westminster Bank plc					
	Current account				100
	Reserve Account				50,939
					<u>51,039</u>
	Outstanding Cheques				(331)
COIF Charities Deposit Fund					
					12,654
					<u>63,362</u>
					<u><u>63,362</u></u>
		B/Fwd	Movement	Transfer	C/Fwd
<b>Unrestricted Fund</b>	General Fund	27,262	(14,900)	-	12,362
<b>Designated Funds</b>	Boats Fund	6,000	-	-	6,000
	Maintenance Fund	25,000	-	-	25,000
	Tent Fund	-	-	-	-
	Minibus Fund	20,000	-	-	20,000
		<u>78,262</u>	<u>(14,900)</u>	<u>-</u>	<u>63,362</u>

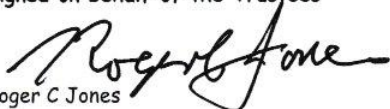
**Gift Aid**

Gift Aid for 2020-21 and 2021-22 has not been received until post year end and is excluded from these accounts.

**Liabilities**

	Unrestricted Funds
	£
Independent Examiners Fee	260
	<u>260</u>

Signed on behalf of the Trustees

  
 Roger C Jones

Group Executive Member

Dated : 17th September 2022

  
 Linh Bui  
 Group Treasurer

1st SURBITON (SEALION) SEA SCOUT GROUP

STATEMENT OF ASSETS & LIABILITIES AS AT 31 MARCH 2022

Assets Retained for Charity's own use

<b>New Headquarters and Ravens Ait</b>	£	
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	
Expenditure 2021/22 - CVTV	1,170	
	<b>68,060</b>	
	<b>Cost</b>	<b>Book Value</b>
	<b>£</b>	<b>£</b>
<b>Equipment Inventory</b>		
Additions 2010/11	1,691	-
New van 2010/11	12,600	-
Additions 2011/12	610	-
Assumed Disposed off	(14,901)	-
Additions 2013/14 - Epson EB-925 LCD Projector	3,058	306
Additions 2013/14 - Stormhaven Tents etc	2,400	240
Additions 2013/14 - Patrol Dining Shelter	855	86
Additions 2013/14 - Contour Tables and Benches	1,075	108
Additions 2016/17 - Tents	730	292
Additions 2016/17 - Oars	773	309
Additions 2016/17 - Equipment	680	272
Additions 2017/18 - Gala Tent	2,900	1,740
Additions 2018/19 - Laser Equipment	6,974	4,882
Additions 2018/19 - Camp Accessories	2,391	1,674
Additions 2018/19 - Gala Tent	1,300	910
Additions 2018/19 - Waterproof Radio	869	608
Additions 2021/22 - Paddle Boards	2,475	2,475
Additions 2021/22 - Hiking Rents	1,380	1,380
Additions 2021/22 - Gazebo	1,020	1,020
	<b>28,880</b>	<b>16,301</b>
<b>Boat Inventory</b>		
Additions 2009/10	6,822	-
Additions 2010/11	21,499	-
Additions 2011/12	702	-
Additions 2012/13	8,196	-
Additions 2014/15 - Whitewater Canoes	8,903	1,781
Additions 2014/15 - Ribshop	7,279	1,456
Additions 2014/15 - Other	1,118	224
Additions 2017/18 - Oars	1,433	860
Additions 2017/18 - Canoes	2,461	1,477
Additions 2017/18 - Canoe Equipment	2,159	1,295
Additions 2017/18 - Boats (8)	4,028	2,417
Additions 2017/18 - New Whaly Boat	5,911	3,547
Additions 2018/19 - Whaly Boat 435	8,673	6,071
Additions 2018/19 - Boat Deposit	4,436	3,105
Additions 2019/20 - NewRib	17,743	14,194
	<b>101,363</b>	<b>36,426</b>
	<b>130,243</b>	<b>52,727</b>

1st SURBITON (SEALION) SEA SCOUT GROUP

NOTES TO RECEIPTS AND PAYMENTS ACCOUNT  
FOR THE YEAR ENDED 31 MARCH 2022

	2022	2021
	£	£
<b>RECEIPTS</b>		
<b>1 Donatons and Grants</b>		
Royal brough of Kingston - Covid Grants	8,000	21,485
General Donations	22	278
Hall Donations	2,420	-
Jack Petchey Awards	3,250	-
	<u>13,692</u>	<u>21,763</u>
<b>2 Activities to generate funds</b>		
Christmas Trees	1,110	720
Insurance Receipt	-	657
Miscellaneous Income	39	12
Parking Permits	800	600
Sale of Uniforms	644	34
Minibus Sale	-	350
	<u>2,593</u>	<u>2,373</u>

1st SURBITON (SEALION) SEA SCOUT GROUP

NOTES TO RECEIPTS AND PAYMENTS ACCOUNT  
FOR THE YEAR ENDED 31 MARCH 2022

	2022	2021
	£	£
<b>PAYMENTS</b>		
<b>3 Charitable Activities</b>		
Boat Expenses inc Licences	15,578	3,427
Boats (Items over £1,000 added to asset register)	-	-
Boat and Marine Insurance	4,094	2,977
Boatshed & Island repairs (2021 : £4,169 added to asset register)	1,207	6,628
Donations (2021 - Round the World)	1,100	1,000
Equipment (items over £1,000 added to register)	6,587	-
Nawaka 2022 and Jamboree (Cancellation of O/S Cheques)	(1,300)	-
Scarves and Clothing	1,332	-
Scout Shop	2,000	1,000
Section Expenses		
Porpoise and Narwhal (Beavers)	2,820	2,820
Walrus (Cub-Scouts)	1,440	1,440
Dolphin (Cub-Scouts)	2,580	2,580
Troop (Scouts)	2,880	2,880
Explorers	2,160	2,160
	<u>11,880</u>	<u>11,880</u>
	<u>42,478</u>	<u>26,912</u>
<b>4 Support costs</b>		
HQ Expenses inc Maintenance	3,568	1,558
HQ Decoration and repairs	180	500
HQ Staircase (added to register)	-	2,478
HQ CCTV System (added to resister)	1,170	-
Covid 19 Costs	-	936
Minibus (Owned)	-	848
Minibus (RAKAT)(net of Section Contribution)	746	-
Ravens Ait Rent	2,340	3,120
Utilities	5,155	3,825
	<u>13,159</u>	<u>13,265</u>
<b>5 Management and Administration</b>		
AGM	3,307	-
General Expenses (inc PPS)	604	390
Chairs and Trolleys (added to register)	-	1,279
Independent Examiners Fees	250	245
Insurances (Property & Equipment)	2,165	2,110
Telephone	403	382
Training	895	925
	<u>7,624</u>	<u>5,331</u>

