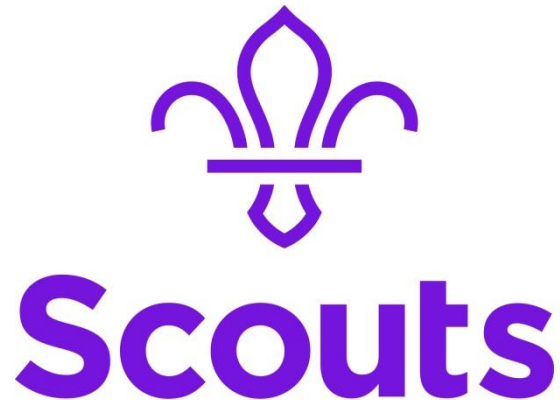


4th Lewisham (1st Hither Green) Scout Group

Charity Number: 303778, Scout Registration Number: 649



Annual Report, Governance and Accounts

1st April 2022 – 31st March 2023

Reference and Administration Details

Charity name: **4th Lewisham (1st Hither Green) Scout Group**

Charity Registration Number: **303778**

Scout Registration Number: **649**

Charity's principal address: Ted Ray Scout Hall, 123-127 Springbank Road, Hither Green, London SE13 6SS

Board of Trustees

Mr Greg Noonan	Chairperson
Mrs Esther Nicoli	Secretary
Mr Stephen Nicoli	Treasurer
Mrs Deidre Dowling	Parent Representative
Miss Isabel Gainey	Group Scout Leader
Mrs Janet Gainey	Hall bookings / Assistant Beaver Scout Leader
Mr Jon Forsdyke	Deputy Group Scout Leader / Assistant Cub Scout Leader
Mr Gavin Forsdyke	Explorer Scout Leader (Discovery ESU)
Mrs Michelle Forsdyke	Cub Scout Leader
Mr Alasdair Gray	Scout Leader

Secretary's Report

Building

There has been little change with the hall this year after our large renovations in previous years. We researched whether to add photovoltaic cells, batteries and air source heat pumps however the costs were substantial, and it was decided by the board of trustees that these were unaffordable at the present time.

Hall Hire

We have several regular hirers, KN Pilates, Thai Chi, Ark of God, Dancing with Izzy and Amura which provides a regular income. We have no occasional hires as the Trustees decided as running costs were covered it was not necessary to have added maintenance and administration. This is regularly reviewed.

Scout Sections

The Scout group is constantly evolving and our section numbers remain strong. We have maintained a large waiting list especially for the Beaver and Cub Scout age groups.

Our Beaver section took part in many activities; visiting Mudchute Farm and having a fun walk back via parks, under the Thames Foot Tunnel before collapsing on a bus, paddle boarding, climbing at Sutcliffe Park, a visit to the Greenwich Planetarium as well as lots of exciting and interesting craft activities. They said goodbye to leader Nick and young leader Zoe; we wish them well for the future.

Our Cub Scouts went on a weekend camp at Frylands Wood doing orienteering, building shelters, campfire, and wide games. They also went paddle boarding, climbing at Sutcliffe Park and on a hike in Shoreham. Elsie B achieved her Chief Scout Silver award which is an incredible achievement. We said goodbye to helper Linda and wish her well.

The Scout section attended a week's summer camp at Braggers Wood Scout campsite in the New Forest, taking part in activities such as coasteering, bivouacking and fire lighting. They visited the birthplace of Scouting, Brownsea Island, where Robert Baden-Powell held the first experimental Scout camp in 1907. Whilst there they invested an additional team leader, Karl, and a number of new Scouts into the movement. We said goodbye to Scout leaders Dan and Ed. They worked hard in the section and we wish them well in their future endeavours. We welcomed new Scout leaders Al and Matt.

We enjoyed, as a Group, a Trustee led firework night at Frylands Wood attended by many families as well as the customary panto visit to the Churchill Theatre.

We thank all our volunteers for making Scouting happen. Our Group continues to provide excellent activities and experiences for all our members. Our section numbers remain constant, running at full capacity.

We are exploring the possibility of opening a young Squirrels section, 4- 6 years, but this would be once we are able to recruit additional volunteers for the roles.

Board of Trustees

The Scout group Board of Trustees meet every 6 weeks and organise the overall management of the group, Scout sections and building. We thank all our Trustees for the time they commit to the group.

We thank Ruth Jessop who is our bookkeeper and advisor to the Trustees.

Structure, Governance and Management

The Group's governing documents are those of The Scouts UK. 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 4th Lewisham (1st Hither Green) Scout Group delivers scouting for three sections of young people as follows:

- Beaver Scout Colony (6-8 years)
- Cub Scout Pack (8-10 ½ years)
- Scout Troup (10 ½ - 14 years)

We have a partnership agreement with the Discovery Explorer Scout Unit which is a Lewisham District Scout Council provision. This agreement is reviewed annually.

- Discovery Explorer Scout Unit (14-18 years)

The Group is managed by the Board of Trustees, the members of which are the Charity Trustees of the Scout Group. 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 Board of Trustees consists of 3 independent representatives, Chair, Treasurer and Secretary together with the Group Scout Leader, Deputy Group Scout Leaders, section leaders and parent representation.

The Committee meets regularly and is responsible for:

The management of the Group property by:

- Ensuring that the Ted Ray Scout Hall is safe for all users
- Insuring people, property and equipment
- Managing Group finances and fundraising
- Planning and financing the maintenance and improvements to the Ted Ray Scout Hall
- Managing the commercial hire of the Ted Ray Scout Hall
- Paying utility bills for the Ted Ray Scout Hall
- Maintenance and storage of Group equipment
- Acting as data controller for records of members of the Scout Group

Supporting an active, attractive and balanced programme of activities by:

- Organising, funding and supporting Group activities as required
- Providing financial subsidies to members where appropriate
- Supporting recruitment and training of adult leaders and supporters
- Supporting the recruitment of young people
- Ensuring all activities are risked assessed and safety is a priority
- Appointing Group Administrators and Advisors other than those who are elected

Risk and Internal Control

The Trustees have identified the major risks to which they believe the Group is exposed and put mitigations in place as follows:

Injury to leaders, helpers, supporters and members: The Group, through the Annual Membership fees, contributes to the Scout Association's national accident insurance policy. Risk Assessments are undertaken before all Scouting activities. At all events and activities at least one leader must hold a valid First Response certificate. First Aid kits are provided.

Reduction or loss of leaders: The Group is totally reliant upon volunteers to run and administer its activities. This is an ongoing challenge to ensure enough volunteers are available. The Group will continue to recruit adults and make use of flexible volunteering from those who have limited time available.

Reduction or loss of members: The Group provides activities for all young people aged 6 to 14. The Group believes that an active, attractive and balanced programme of activities will continue to attract young people to scouting. Our three sections are currently at capacity for the size of our hall.

Damage to the Ted Ray Scout Hall: The Group has sufficient buildings and contents insurance in place to mitigate against permanent loss. If the Ted Ray Scout Hall was unusable, the Group could arrange to temporary use a local church hall, however we would suffer a significant loss of income.

Reduced income: The Group has a reserve fund policy sufficient to pay expenses for the Ted Ray Scout Hall and to ensure the continuity of activities should there be a major reduction in income. The Group could also limit or suspend the provision of subsidies and investment expenditure. The Group could also apply for grants or undertake more fundraising activities.

Financial Controls: The Group has in place financial controls designed to provide reasonable assurance against financial mismanagement or loss. These include having a limited number of Trustees who can access our financial reserves; two signatures required to authorise bank payments; separate access to smaller operation funds; processes for continuous accounting including checks against bank statements; and a comprehensive insurance policy to ensure that insurable risks are covered.

Objectives and Activities

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.

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; and
- make and live by their Promise.

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.

Summary of the main activities in relation to these objectives

The 4thLewisham (Hither Green) Scout Group will deliver scouting to children and young people in line with the Policy, Organisation and Rules of the Scouts UK.

The Scout Group will provide an attractive and balanced programme of activities, events and experiences for children including weekly meetings; a range of activities outside the Ted Ray Scout Hall including outdoor activities; and the opportunity to attend nights' away experiences each year.

The Group has a partnership agreement with the Discovery Explorer Scout Unit.

The Scout Group will ensure the operation of each section is overseen by an adult. The leader will ensure that at least two adults are present at regular indoor meetings. The leader will also ensure that the Scouts UKs recommended minimum ratio for adults to children is adhered to. (Beaver Scouts: 1 to 6; Cub Scouts 1 to 8; Scouts 1 to 12).

The Scout Group Board of Trustees will work with the Group Scout Leader to manage the Scout Group by delivering effective governance to ensure scouting is delivered and developed.

Public Benefit

The Trustees confirm that they have referred to the Charity Commission's general guidance on public benefit when reviewing our aims and objectives, and in planning future activities.

Future Plans

The Trustees hope that improved facilities will enable us to further increase the number and value of regular bookings and therefore increase the Group's income. We will continue to look at ways to reduce our energy usage and costs.

We will look to increase the number of our Scouting members achieving their top Chief Scout Awards. We will also increase our leader training compliance to ensure all adults are fully competent and equipped to run a range of activities.

We are continuing to support and work in partnership with the Discovery Explorer Scout Unit.

We are looking at the new Squirrel Scout section (4 – 6 years), reading guidance, policies and advice on how the new younger section is managed and whether we can recruit adult volunteers to run the section, plan a time slot that suits the age group and consider opening a new section in late 2023.

The most important task for the future is to recruit and train adult volunteers for all sections. The trustees would welcome offers of help or ideas about how to recruit leaders and helpers for all sections but especially for our new Squirrel Scout section.

Financial Review

The Group's income and expenditure are divided into two parts – Scouting activities and the hire and maintenance of the Ted Ray Scout Hall. It is the Group's policy that surpluses from the hire and maintenance of the Ted Ray Scout Hall may be used to fund or subsidise Scout activities and to invest in upgrading scouting equipment.

Scout Activities Financial Review

We are registered with HMRC for Gift Aid on members' subscriptions. After resolving an error on the HMRC system due to a change in our banking details we have been able to claim 2 years' worth of Gift Aid resulting in a receipt of £1,989 including interest.

The Group received a volunteer hour grant from Bloomberg of £4,024 for which we have to thank our Chairperson, Greg Noonan. We will use these funds toward Scout group activities.

Scout Hall Financial Review

Usually, the hire of the Ted Ray Scout Hall to regular hirers provides a stable income which is used to pay for maintenance and improvements to the hall, as well as to subsidise scouting activities. Regular hall hire has increased compared to last year and provided us an income of £10,499.50. However, looking forward to 2023/2024, we anticipate that any surpluses the hall generates will be restricted by high energy costs in the coming year.

We also receive a small amount of income for our Feed in Tariff on electricity produced by our solar panel array. This also reduced our utility expenditure.

A total of £1,620 was paid to M Forsdyke, who is a Trustee, for maintenance services related to the scout hall.

Reserves 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;
- pay expenses related to the Ted Ray Scout Hall including the payment of utility bills and insurance and the funding of maintenance; and
- fund repairs or improvements to the hall or garage.

The Trustees consider the Group should hold a minimum of £10,000. As at 31st March 2023 the Group held total funds of £37,117.86.

Investment Policy

The Group has adopted a low-risk strategy to the investment of its funds. All funds are held in mainstream banks.

Statements of Accounts 1st April 2022 – 31st March 2023

Financial Year 1st April 2022 to 31st March 2023 and Comparison with Previous Financial Year

Scout Group		
<u>Income</u>	2022/23	2022/21
Scout group sections	£7,604.50	£10,386.00
Group activities	£17,704.00	£1,875.00
Gift aid rebate	£1,989.12	£0.00
Grants received	£4,324.00	£1,957.00
Total Scout Group Income	£31,621.62	£14,218.00
<u>Expenditure</u>		
Scout group sections	£2,225.50	£8,010.50
Group activities	£25,226.64	£2,425.48
Group equipment	£54.50	£0.00
Office and admin	£773.79	£514.61
Membership and subscription	£3,021.00	£3,106.50
Leader training	£46.00	£15.10
Total Scout Group Expenditure	£31,347.43	£14,072.19
Scout Group Surplus / (Deficit)	£274.19	£145.81
Ted Ray Scout Hall		
<u>Income</u>	2022/23	2022/21
Hall hire	£10,499.50	£5,320.28
Donations and solar income	£309.18	£264.06
Deposits received	£300.00	£50.00
Grants received	£0.00	£9,593.74
Misc other	£60.00	£250.00
Total Ted Ray Scout Hall Income	£11,168.68	£15,478.08
<u>Expenditure</u>		
Deposits returned	£250.00	£40.00
Hall Maintenance and building projects	£960.21	£7,019.44
Utilities and overheads	£6,549.08	£5,369.28
Hall equipment	£59.87	£2.50
Total Ted Ray Scout Hall Expenditure	£7,819.16	£12,431.22
Ted Ray Scout Hall Surplus / (Deficit)	£3,349.52	£3,046.86

Overall Surplus / (Deficit)	£3,623.71	£3,192.67

Statements of Accounts - Payments and Receipts				
1st April 2022 – 31st March 2023				
	Balance B/F 1 April 2022	Income	Expenditure	Balance C/F 31 March 2023
Totals	£33,494.15	£42,790.30	£39,166.59	£37,117.86

STATEMENT OF ASSETS AND LIABILITIES AT 31 MARCH 2023		
ASSETS		
Cash funds		
	Bank accounts	£37,117.86
Total cash funds		£37,117.86
Assets retained for the Charity's own use		
	Buildings (professional valuation)	£500,000.00
	Equipment (at cost)	£15,628.51
Total assets retained for the Charity's own use		£515,628.51
LIABILITIES		
Liabilities		£0.00

Declaration

The trustees declare that they have approved the trustees' report above
Signed on behalf of the charity's trustees

Chairperson – Mr Greg Noonan:  Date: 14/1/2024

Secretary – Mrs Esther Nicoli: Esther Nicoli Date: 14/01/2024



Section A

Independent Examiner's Report

Report to the trustees/ members of

Charity Name
4th Lewisham (1st Hither Green) Scout Group

On accounts for the year ended

31 March 2023
Charity no (if any) 303778

Set out on pages

10-12

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/03/2023.

Responsibilities and basis of report

As the charity trustees of the Trust, 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 Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention (other than that disclosed below *) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

* Please delete the words in the brackets if they do not apply.

Signed:

Date:

22/01/2024

Name:

Jenny Couper

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

Diploma in Charity Accounting (ICAEW)

Address:

79 Empress Drive
Chislehurst
BR7 5BQ

Section B**Disclosure**

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

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