

Trustees' Annual Report

For the period

From (start date)

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 to end date

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Section A Reference and administration details

Charity name

3RD BANSTEAD SCOUT GROUP

Other names the charity is known by

Registered charity number (if any)

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HQ registration number

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Charity's principal address

SCOUT RIDGE							
BANSTEAD ROAD							
BANSTEAD							
Postcode	S	M	7		1	Q	E

Names of the charity trustees who manage the charity

(These will be published in the annual report of the charity and the Charity Register if reporting for a Registered Charity with a charity regulator)

	Trustee Name	Office (if any)	Dates acted if not for whole year
1	James Crouch	Chair	
2	Adam Buckell	Group Scout Leader	
3	Christina Crouch	Secretary	
4	Nicholas Lee	Treasurer	
5	David Phillips		
6	Anthony Fernihough		
7	Valerie Griffiths		
8	Paul Robson		

Section B**Structure, governance and management**

Description of the charity's trusts

Type of governing document

(e.g. trust deed, constitution)

In the period covered by this report, the Group's governing documents were those of the 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. Subsequent to this reporting period, a constitution was adopted (details will be given in 2023-24 return).

How the charity is constituted

(e.g. trust, association, company)

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

Trustee selection methods

(e.g. appointed by, elected by)

The Trustees are appointed in accordance with the Policy, Organisation and Rules of The Scout Association.

Additional governance issues (optional information but encouraged as best practice)

The Group is managed by the Trustee Board, 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 Board consists of Chair, Treasurer and Secretary together with the Group Scout Leader, individual section leaders (if opted to take on the responsibility), independent representatives and parent's representation and meets every 3 months.

Members of the Trustee Board complete 'Trustee Introduction Training' training within the first 5 months of joining the Board.

This Trustee Board exists to support the Group Scout Leader in meeting the responsibilities of the appointments and is responsible for:

The maintenance of Group property;

The raising of funds and the 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 sub committees that may be required;

Appointing Group Administrators and Advisors other than those who are elected.

Risk and Internal Control The Group Executive Committee has identified the major risks to which they believe the Group is exposed, these have been reviewed and systems have been established to mitigate against them. The main areas of concern that have been identified are:

Loss of headquarters upon the expiry of the current lease. The Group is taking steps to mitigate this risk through engagement with the landlord and taking professional advice, but in a worst case scenario the Group will be unable to secure a new lease or find alternative premises from which to run its activities resulting in a closure of the Group.

Injury to leaders, helpers, supporters and members. The Group through the capitation fees contributes to the Scout Associations national accident insurance policy. Risk Assessments are undertaken before all activities.

Reduced income from fund raising. The Group is primarily reliant upon income from subscriptions and fundraising. The group does hold a reserve to ensure the continuity of activities should there be a major reduction in income. The Committee could raise the value of subscriptions to increase the income to the group on an ongoing basis, either temporarily or permanently.

Reduction or loss of leaders. The group is totally reliant upon volunteers to run and administer the activities of the group. If there was a reduction in the number of leaders to an unacceptable level in a particular section or the group as a whole then there would have to be a contraction, consolidation or closure of a section. In the worst case scenario the complete closure of the Group.

Reduction or loss of members. The Group provides activities for all young people aged 6 to 16. If there was a reduction in membership in a particular section or the group as whole then there would have to be a contraction, consolidation or closure of a section. In the worst case scenario the complete closure of the Group.

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

Section C

Objectives and activities

Summary of the objects of the charity set out in its governing document

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.

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.

The Scout 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
- make and live by their Promise.

Summary of the main activities in relation to these objects

Weekly meetings for skills learning, educational and leisure activities. Offsite camping and other recreational activities. Supporting our local community.

Public benefit statement

The Group meets the Charity Commission's public benefit criteria under both the advancement of education and the advancement of citizenship or community development headings.

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

The development of members as they progress from Beavers to Cubs and on to Scouts.

Section E

Declaration

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

Signed on behalf of the charity's trustees

Signature(s)

	
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Full name(s)

NICHOLAS LEE	JAMES CROUCH
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Position (eg Secretary, Chair)

TREASURER	CHAIR
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Date

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Our main bank accounts commenced the year with £7,499, and at 31 March 2023 we closed the year at £12,453, plus an additional £529 held by the Sections. Total funds were therefore £12,977 compared with £8,058 at the beginning of our financial year.

Receipts

Our main income generally falls into 5 main categories – and compared to the prior year we have seen some of the traditional sources of income recover, such as fundraising and donations.

- a. Subscriptions. Subscriptions recognised in the current year totaled £13,499 (including Section funds), whilst our membership subscription paid to the National, County and District associations was £6,718 – representing 103 members – an decrease of 6 members over the prior year. As highlighted in our report last year, a proportion of 2021-22 subscriptions payments were received in the current financial period – hence the significant increase year on year.
- b. Premises. We allow our premises and equipment to be enjoyed by other users, resulting in additional donations. In the year to 31 March 2023 this generated income of £863 – compared to £1,475 in the prior year.
- c. Fundraising. A net £2,105 was raised through the Rotary Club Xmas collections - and the BBQ at the Banstead Village Fair also raised £245 (after expenses).
- d. Gift Aid. Tax rebates received in the year totaled £1,881 compared to £2,050 in the prior year. Once again, thank you to all those who have checked the box in OSM – enabling the group to reclaim income tax on subscription payments.
- e. Grants/Sponsorship/Donations. The group received significant donations from private individuals in the year – contributing a total of £5,045 – for which it once again expresses its gratitude – in addition to £350 in ongoing sponsorship of the minibus.

Payments

Total expenditure increased significantly compared to the prior year, reflecting the full resumption of camping and other activities, as well as rising utility costs.

Whilst expenditure on camps and activities is generally funded, the main expenses of the group were;

1. Utilities and broadband - £3,774 was incurred in the year compared to compared to £1,884 in the prior year reflecting the unprecedented increases in electricity and gas prices. Costs are starting to come down with electricity and gas prices expecting to reduce by 20% and 10% respectively over the next month, but this does not yet return us back to the levels seen in the prior years. Measures have been taken to reduce consumption at Scout Ridge to help offset the price increases.

2. Insurances, covering Scout Ridge and equipment, the minibus and additional helpers, totaled £3,311 – a slight but welcome reduction from increase from £3,473 in the prior year. The group also incurred a further £1,504 (2022: £3,175) in respect of maintenance of Scout Ridge.
3. Materials and Equipment – expenditure increased to £1,959 compared to £242 in the prior year. This is largely gas and other equipment required to support camps and activities.

The administration and fixed costs faced by the group amount to approximately £8,000 this year compared to £5,500 in the prior period – an increase of some 45% year on year – of which a very small proportion has been passed on in subscriptions.

The group closed the year with a healthy cash reserve, which means that we can be confident of meeting of our financial obligations for the foreseeable future, but as highlighted in previous years, membership subscriptions alone are insufficient to meet the day to day running costs of the group. We remain more dependent than ever on support through donations, sponsorship, fundraising and Gift Aid to continue operating as we do today.

Nicholas Lee
Treasurer



Section A

Independent Examiner's Report

Report to the trustees

Charity Name

3rd Banstead Scout Group

**On accounts for the year
ended**

31 March 2023

**Charity no
(if any)**

305687

Set out on pages

3 - 5

(remember to include the page numbers of additional sheets)

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's trustees, 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 all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent
examiner's statement**

[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. *Delete [] if not applicable.*

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

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report 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:

[Signature]

Date:

27.1.24.

Name:

NEIL BRIDGES

**Relevant professional
qualification(s) or body**

(if any):

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Address:

11 COMMONFIELD ROAD
BAINSTON
SM7 2JZ

Section B

Disclosure

Only complete if the examiner needs to highlight material 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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3rd Banstead Scout Group | Charity No: 305687

For the period from	1-Apr-22	To	31-Mar-23
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Receipts	General funds	Section funds	Total funds	Last year
Subscriptions	13,174	325	13,499	4,007
Less: Membership subscriptions paid on (National/County/Area/District)	(6,718)	-	(6,718)	(6,915)
Net membership subscriptions retained	6,455	325	6,780	(2,908)
Donation, Legacies and Similar Income				
Donations	5,045	-	5,045	354
Sponsorship	350	-	350	350
Gift Aid	1,881	-	1,881	2,050
Sub total	13,732	325	14,057	(155)
Fundraising (gross)				
Rotary Christmas Collections	2,105	-	2,105	777
Village Day BBQ	416	-	416	284
Sub total	2,521	-	2,521	1,061
Other Income				
Premises/Equipment Hire	863	-	863	1,475
Cub Camp 2021				1,574
Cub Camp 2022	2,579	-	2,579	-
Scout Camp 2022	2,399	-	2,399	-
Family Camp 2022	560	-	560	-
Bazzaz 2022	456	322	778	-
Scoutabout 2022	1,162	-	1,162	-
Sleepovers	792	-	792	-
Expedition 2023	200	-	200	-
Activities	326	278	604	-
Summer Weekend 2021	-	-	-	738
Expedition Hike	-	-	-	174
Bowling Party	-	-	-	139
Sub total	9,337	600	9,937	4,100
Other Income				
Scarves/Ties/T-shirts/Woggles	-	-	-	233
Investitures	-	19	19	52
Sub total	-	19	19	285
Investment income				
Bank interest	100	-	100	2
Sub total	100	-	100	2
Total Gross Income	25,690	944	26,633	5,293
Asset and investment sales etc.	-	-	-	-
Total Receipts	25,690	944	26,633	5,293



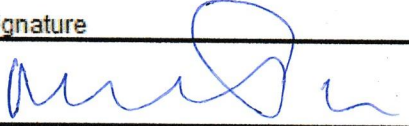
3rd Banstead Scout Group | Charity No: 305687

For the period from	1-Apr-22	To	31-Mar-23
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Payments	General funds	Section funds	Total funds	Last year
Donation/Gifts	525	-	525	15
Adult support and training	90	-	90	-
Rent and Rates	262	-	262	161
Water and sewerage	36	-	36	-
Utilities(Gas,Electricity) and Broadband	3,774	-	3,774	1,884
Insurance - Premises	2,345	-	2,345	2,460
Insurance - Leaders/Members	106	-	106	106
Insurance - Minibus	860	-	860	907
Maintenance-incl. cleaning & repairs	1,421	-	1,421	3,175
Activities	1,139	324	1,463	1,354
Materials and Equipment	1,959	-	1,959	242
Transport	797	-	797	300
Administration	576	-	576	184
Bank charges	151	-	151	192
Summer Weekend 2021	-	-	-	882
Cub Camp 2021	-	-	-	1,029
Scoutabout 2022	596	-	596	30
Cub Camp 2022	1,631	-	1,631	-
Scout Camp 2022	1,824	-	1,824	-
Bazzaz 2022	370	322	692	90
Family Camp 2022	869	-	869	-
SCRAM	75	-	75	-
Meetings	-	46	46	79
Sub total	19,406	693	20,099	13,090
Fundraising expenses				
Village Day BBQ	171	-	171	-
Sub total	171	-	171	-
Other Expenses				
Sundry	-	-	-	9
Scarves/Ties/T-shirts/Woggles	561	18	579	92
Badges / Books	571	268	839	246
Food/Drink	26	-	26	-
Sub total	1,158	286	1,444	348
Total payments	20,735	979	21,714	13,437
Net receipts / (payments)	4,954	(35)	4,919	(8,144)
Cash funds last year end	7,499	559	8,058	16,202
Cash funds this year end	12,453	523	12,977	8,058

	This year General	This year Sections	This year Total	Previous year total
Cash Funds				
Cash in hand	294	523	818	628
Bank Current Account	1,000	-	1,000	1,000
Bank Deposit Account	10,469	-	10,469	5,198
Minibus Account	690	-	690	1,232
Total cash funds	12,453	523	12,977	8,058
Non-monetary assets				
Land & Buildings (Insured value)	522,787	-	522,787	505,109
Motor Vehicle and trailers	22,018	-	22,018	21,942
Contents / Equipment (Insured value)	31,900	-	31,900	30,821
	576,705		576,705	557,872

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name
	NICHOLAS LEE

Date of approval
23/9/23