

1st Devizes Scout Group

ANNUAL REPORT AND ACCOUNTS

for the year ending

31st March 2023

Charity Number: 305927

1st Devizes Scout Group

Trustees' Annual Report for the year to 31 March 2023

Section A Objectives and activities

Summary of the objects of the charity as set out in its governing document	<p>The objectives of the Scout Group is a unit of the Scout Association.</p> <p>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.</p>
Summary of the main activities in relation to these objects	<p>The Scout Groups main function is to support the sections in achieving the aims of the Scout Association. As a Scout Group the main activities during the last twelve months have been for the sections to take part in a variety of scouting activities.</p> <p>There has been a healthy increase in the numbers of both members and volunteers. In all the sections badges and awards have been awarded.</p> <p>The Provision of Scouting within the Scout Group is totally dependent on the contribution made by volunteers.</p>
Public Benefit	<p>The Trustees have paid due regard to the Charity Commission guidance on Public Benefit in deciding what activities the charity should undertake.</p> <p>Membership subscriptions are charged to cover the immediate running costs of the Scout Group and these do not unduly restrict membership. The Scout Group follows the principle that no one should be excluded because of their inability to pay membership subscriptions</p> <p>Scouting's aims are that through the scout method young people develop towards their full potential and there is a clear link between the benefits for young people and the purpose of scouting. The safety of young people is taken very seriously and the benefits that scouting activities provide far outweigh the risks. Any private benefits from scouting are incidental, other than to those identified as beneficiary.</p>

Section B Achievements and performance

Summary of the main achievements of the charity during the year	<p>An active and full programme has been maintained across all the sections including camps and there have been healthy growth in the number of members.</p> <p>The Scout Group has continued to significantly invest in scouting activity equipment such as tents and cooking.</p> <p>There has been improvements and repairs carried out to the hall, both inside and out. We have made our Scout Group physically more visible to passers-by and have a better internet presence to advertise the Scout Group.</p> <p>We have improved our governance and processes with greater use of technologies within the sections and Trustee Board.</p>
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Section C Financial review

Policy on Reserves	<p>The Scout Group policy on reserves is to hold sufficient resources to continue the charitable activities of the Scout Group should income and fundraising activities fall short. The Trustee board considers that the Scout Group should hold a sum equivalent to 12 months running costs, approximately £4,000.</p> <p>The Scout Group held free reserves of approximately £4,000 against this at year-end.</p>
Further financial review details	<p>The Scout Group does not have sufficient funds to invest in longer term investments. The Scout Group has therefore adopted a risk averse strategy to the investment of its funds. All funds are held in cash using only mainstream banks or building societies.</p>

Section D Structure, governance and management

Type of governing document	<p>The Scout Group governing documents are those of 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.</p>
How the charity is constituted	<p>The Scout Group is a trust established under its rules which are common to all Scouts.</p>
Trustee selection methods	<p>The Trustees are appointed in accordance with the Policy Organisation and Rules of The Scout Association.</p>
Additional governance issues	<p>The Scout 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 applicable.</p>
	<p>The committee consists of 10 Independent members who meet approximately every 6 weeks.</p> <p>Ex – officio Chairperson, Treasurer, Secretary, Group Scout Leader and Scout Section Leader</p> <p>Nominated 0 Elected Members 5 <i>NB nominated members cannot be a greater number than elected members</i></p>
	<p>This Trustee Board exists to support the Group Leaders in meeting the responsibilities of their appointments and is responsible for:</p> <ul style="list-style-type: none"> • The maintenance of Scout Group property; • The raising of funds and the administration of Scout Group finance; • The insurance of persons, property and equipment • Scout Group public occasions; • Assisting in the recruitment of leaders and other adult support; • Appointing any sub committees that may be required; • Appointing Scout Group Administrators and Advisors other than those who are elected.
	<p>The Scout 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 comprehensive insurance policies to ensure that insurable risks are covered</p>

Section E Reference and administration details

Charity Name	1 st Devizes Scout Group
Charity Number	305927
Charity's principal address	Scout Hall, Southbroom Road, Devizes, SN10 5AD

Names of the charity trustees who manage the charity

	Trustee Name	Office	Dates acted if not for whole year
	Ex Officio		
1	<i>Paula Winchcombe</i>	Chairperson	
2	Steph McHale	Secretary	
3	Sarah Culshaw	Treasurer	
4	Rob Gudgeon	Group Scout Leader	
5	Dave Stovell	Scout Section Leader	
	Nominated (0)		
	Elected (5)		
	Joanne Worrall		
	Jennifer Picton		
	Aimee Morgan		
	Ben Braine		
	Lucy Dempsey		

Name and address of advisor

Type of advisor	Name	Address
Independent Examiner	Hayley Dew	159 Bradley Road, Trowbridge, Wiltshire, BA14 0RT

Section G Declaration

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

Signed on behalf of the charity's trustees

Signature	<i>SMchale</i>
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Full name	Steph McHale
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Position held	Group Secretary
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Date	29/05/2023
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Scrutineer's Report to the Trustees of the

1st DEVIZES SCOUT GROUP

I report on the accounts of the Group for the year ended 31st March 2023.

Respective responsibilities of Trustees and Scrutineer

As the Group's/District's trustees you are responsible for the preparation of the accounts; you consider that neither the audit nor independent examination requirements of the Charities Act 2011 apply. It is my responsibility without carrying out an audit or independent examination to scrutinise the accounts and to report to you.

Basis of Scrutineer's Statement

In accordance with the directions given in the Group's/District's constitution, I have scrutinised the records and the accounts set out on pages 1 to 3.

Scrutineer's Statement

In my opinion the accounts are in accordance with the records produced to me and comply with the constitution.

Name:Hayley Belfield.

Address: .159 Bradley Road

.....Trowbridge

.....Wiltshire

.....BA14 0RT

Date:31 May 2023

Group Accounts

1st Devizes Scout Group Receipts and Payments Account

For the year from

01-Apr-22 To

31-Mar-23

Receipts and payments		
	2022/ 2023 Unrestricted funds £	2021/ 2022 Unrestricted funds £
Receipts		
Donations, legacies and similar income		
Membership subscriptions	11,468	8,816
(National/ County/ Area/ District)	-4,141	-3,374
Net membership subscriptions retained	7,328	5,442
Donations	603	2146
Legacies	-	-
Gift Aid	-	-
Other similar income	16,385	16,555
Sub total	24,316	24,142
Grants		11601
Maintenence grant	-	-
Other grants	-	-
Sub total	0	11601
Fundraising (gross)		
Events	1,436	152
Activities		-
Detail 3	-	-
Other fundraising activities	-	-
Sub total	1,436	152
Investment income		
Bank interest	-	-
Building Society interest	-	-
The Scout Association Short Term Investment Service	-	-
Property Rent income	-	-
Other investment income	-	-
Sub total	-	-
Total Gross Income	25,753	35,895
Asset and investment sales, etc.	-	-
Total receipts	25,753	35,895

1st Devizes Scout Group
Receipts and Payments Account

For the year from

01-Apr-22 To

31-Mar-23

Receipts and payments		
	2022/ 2023	2021/ 2022
	Unrestricted funds	Unrestricted funds
	£	£
Payments		
Charitable Payments		
Youth programme and activities	7,933	3,635
Youth programme and activities - refunds	120	20
Adult support and training	36	90
Rent	-	-
Water, Sewerage and rubbish collection	670	248
Electricity and Gas	1,398	1,432
Insurance and licences	1,553	1,505
Repairs and Renewals	5,304	4,629
Materials and equipment	1,941	12,025
Printing and photocopying	-	-
Uniforms	810	153
AGM and trustee expenses	370	153
Badges	1,685	1,250
Sundries	1,518	2,913
Outings	-	-
Sub total	23,335	28,050
Fundraising expenses		
Detail 1	-	-
Detail 2	-	-
Detail 3	-	-
Other fundraising costs	-	-
Sub total	0	0
Total Gross Expenditure	23,335	28,050
Asset and investment purchases, etc.	-	-
Total payments	23,335	28,050
Net of receipts/ (payments)	2,417	7,845
Cash funds last year end	32,968	25,123
Cash funds this year end	35,385	32,968

Statement of assets and liabilities at the end of the year

	31 03 2023	31 03 2022
	Unrestricted funds	Unrestricted funds
	£	£
Cash funds		
Bank current account	35,385	32,968
Bank deposit account	-	-
Building society account	-	-
The Scout Association Short Term Investment Service	-	-
Cash/Floats	-	-
Total cash funds	35,385	32,968
Other monetary assets		
Tax claim	-	-
Debts due from the County/Area/District/Group	-	-
Insurance claim	-	-
Sub total	-	-
Investment assets		
Investment property - detail	-	-
Quoted investments	-	-
Other investments - detail	-	-
Sub total	-	-
Non monetary assets for charity's own use		
Badge stock		
Shop stock	-	-
Other stock	-	-
Land and buildings	-	-
Motor vehicles	-	-
Scouting equipment, furniture etc	-	-
Other	-	-
Sub total	-	-
Liabilities		
Accounts not yet paid	-	-
Expenses incurred but not invoiced	-	-
Subscriptions not yet paid	-	-
Loan - detail	-	-
Other liabilities	-	-
Sub total	-	-

Contingent liabilities and future obligations

The above receipts and payments account and statement of assets and liabilities were approved by the Trustees on 29th May 2023 (the date of the Executive Committee meeting that approved the accounts) and signed on their behalf by

Signature	Print Name
Paula Winchcombe	Chair
Sarah Culshaw	Treasurer

Treasurer's Report

End of Year process

The SORP form that we provide to District summaries all the income and expenditure for our three bank accounts for the financial year.

To create this all bank accounts are first submitted to a Scrutineer who confirms that they represent all transactions undertaken.

We then produce detailed lists of all cheques used, Direct Debits and items banked for these three accounts with descriptions of their use.

We then allocate these items to the categories on the SORP form.

We also provide to District an annual bank return showing the details of all our accounts with their opening and closing balances

Summary Detail

Section Account

Income Subs, capitation and monies for activities are paid into this account
Expenditure Badges, equipment, activities and outings are all paid from this account

Fundraising Account

Income This comes from donations and fundraising activities
Expenditure Any additional equipment required as well as support for outings comes from this account

Hall Account

Income
Hall Hire Provides funds from hiring out the hall to local community groups
Car Parking Provides funds from hiring out car parking spaces to local residents
Others There is additional income that is added to this account
Expenditure
Mains services Gas, electricity and water are paid from this account
Other services BT, anti virus software, on-line Scout Manager and printing and photocopying are paid from this account
Additional items Tree felling, keys and locksmith and new lights are paid from this account
Special items Mainly cleaning products and storage bags are paid for out of this account
Activity support Helping support St Georges Camp, AGM and trustees, Poppy wreath and uniforms are paid out of this account
Hall maintenance Anything covering hall maintenance including paint is paid from this account