

Trustees' Annual Report

for the period 1st January 2023 – 31st December 2023.

Section A: Reference and administration details

Details

Charity name:

The 11th/9th Cambridge Scout Group

Other name:

Newnham Scout Group

Registered charity number:

308261

Charity's Principal Address:

Newnham Scout and Guide Centre,
Chedworth Street,
Cambridge.
CB3 9JF

Trustees

Names of the charity trustees who manage the charity

Anthony William Claydon - Group President

Sanchia Norris - Chair

Robert Frank Lee - Group Scout Leader

Peter Kirwan - Beaver Scout Leader

Christopher Rosier - Cub Scout Leader

Deborah Mullinger - Scout Leader

Debbie Pearl - Scout Leader

Karen Dahlsveen - Scout Leader

Emily Dutton - Explorer Scout Leader

Charles Gold - Treasurer

Rebeka Begum - Secretary

Andrew Fry

James Ibberson

Advisers

Lawyers: Taylor Wessing, London EC4A

Section B: Structure, Governance and Management

Description of the charity's trusts

Type of governing document

The Group's governing documents are 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.

How the charity is constituted

The Group is a trust established under its rules which are common to all Scouts. The Group has adopted additional definitions to guide its governing body:

Quorum for the Trustees

- Group Scout Leader
- Chair of Trustees
- Two Section Leaders
- Two elected members

Quorum for the Building Management Subcommittee

- Four in number from among the committee members

Quorum for meetings of the Group Scout Council

- Group Scout Leader
- Chair of Trustees
- Two Section Leaders
- Two elected members

Elected members on the Trustee Board

The Trustees shall include one elected member per open section in the Group.

Trustee selection methods

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

Additional governance issues

The Group is managed by the Trustee Committee, 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 Committee consists of 3 independent representatives, Chair of Trustees, Treasurer and Secretary together with the Group Scout Leader, individual section leaders (where they have opted to take on that responsibility) and parents' representation. It meets every three months.

Members of the Executive Committee complete 'Essential Information for Trustees Committee' training within the first 5 months of joining the committee.

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

The Group Trustees have 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:

- Damage to the building, property and equipment. The Group would request the use of buildings, property and equipment from neighbouring organisations such as the church, community centre and other Scout Groups. The Group has sufficient buildings and contents insurance in place to mitigate against permanent loss.
- Injury to leaders, helpers, supporters and members. The Group through the capitation fees contributes to the Scout Association's 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 on 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 18. 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 would be required; the process for handling such a situation is detailed in the Policy, Organisation and Rules governing the operation of a Scout Group.

Section C: Objectives and activities

Charity objects

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.

Activities

Summary of the main activities in relation to these objects.

The 11th/9th Cambridge is a large Scout Group based in the Newnham district of Cambridge but drawing young people and adult volunteers from further afield.

The group is composed of around 150 young people aged between 4 and 18 who are assisted by 50 adult volunteers.

Our youngest section, Squirrel Scouts, for young people aged four to six, remains full. They have become familiar with nature, learnt about other cultures, discovered fossils and tried their hands at tent-pitching. Three squirrels achieved the highest badge available in the section, the Chief Scout's Acorn Award.

In 2023 the Beaver Colony was all about fun, friendship, and adventure – and it was a terrific year for the 11th/9th colony, with seven Beavers earning their Chief Scout's Bronze award – the highest award in Beavers.

2023 has been another fantastic year for the Cub pack, and was jam packed full of activities. They've done lots this year, including fire lighting, cooking, pioneering, games, camping and much more. Through all this the young people have been awarded an impressive 275 badges celebrating the Cubs' achievements, and two Silver Chief Scout awards – the highest award a Cub can earn.

The scouts collectively managed to achieve over two hundred person-nights away and over three hundred badges, including a number of Gold Chief Scout awards. These achievements took place in the context of activities as diverse as first-aid, dragon-boating, hiking, raft-building and camping.

The Explorers exhibit commendable community spirit, both through Scouting and as individuals. On Halloween, instead of knocking on doors for candy, they were knocking on doors as a food drive to support Jimmy's night shelter and the Cambridge Food Bank. Their participation in the Remembrance Day service reflects a deep respect for sacrifices made, contributing to community unity and reflection. Lastly, many of our members volunteer as individuals, outside of scouting. Through these initiatives, our youth showcase a strong commitment to service, embodying values crucial for building a compassionate and harmonious society.

The group continues to thrive and support young people in their personal development, empowering them to make a positive contribution to society.

Details

Additional details of the objectives and activities (optional information but encouraged as best practice)

Public benefit

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

Summary of the main achievements of the charity during the year The Group has continued to provide education, training and support to young people in their personal development, empowering them to make a positive contribution to society. It has been supported in this aim by the parents of the young people in particular and the community generally.

Financial Review

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. The Trustees considers that the group should hold a sum equivalent to 12 months' running costs, circa £45,000, considering the growth of the group and rising costs.

In addition to this the Trustees are looking to strategically build capital reserves rebuild or replace the building in which the group meets.

Deficits

Details of any funds materially in deficit (circumstances plus steps to eliminate)

The group has no funds materially in deficit.

Further details

The Group does not have sufficient funds to invest in longer term investments.

The Group has therefore adopted a risk-averse strategy to the investment of its funds.

Currently all funds are held in cash using only mainstream banks or building societies.

The trustees have placed a portion of the group's funds into an interest-bearing account to prevent erosion through inflation

Section F: Other Optional Information Plans

Plans for future periods (details of any significant activities planned to achieve them).

The Group intends to continue to offer high quality, co-educational Scouting to young people in the community.

The Trustees are actively working on addressing the future and the state of the building in which the Group meets, and which is used by the wider community.

Section G: Declaration

Approval

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

Signed on behalf of the charity's trustees



Sanchia Norris
Chair



Robert Frank Lee
Group Scout Leader / Lead Volunteer

England & Wales

Template 1: Unqualified report for a non-company charity preparing receipts and payments accounts with a gross income of £250,000 or less in the relevant financial year

Independent examiner's report to the trustees of The 11th/9th Cambridge Scout Group

I report to the trustees on my examination of the accounts of the The 11th/9th Cambridge Scout Group for the year ended 31 December 2023.

Responsibilities and basis of report

As the charity trustees of The 11th/9th Cambridge Scout Group 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 11th/9th Cambridge Scout Group 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

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of The 11th/9th Cambridge Scout Group as required by section 130 of the Act; or
2. the accounts do not accord with those records.

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.

Signed: J Stead



Name: John Stead

Relevant professional qualification or membership of professional bodies (if any): Chartered Accountant

Address: 39 Owlstone Road, Cambridge, CB39JH

Date: 9 May 2024

11th/9th Cambridge Scout Group

Accounts

For the year ended 31st December 2023

Receipts and Payments			
	Note	2023 £	2022 £
Receipts			
Donations, Legacies and similar receipts			
Donations		£ 3,591.67	£ 4,794.37
Sub-total		<u>£ 3,591.67</u>	<u>£ 4,794.37</u>
Grants			
Gift Aid		£ 3,307.25	£ 3,508.09
Other grants		£ -	£ 2,667.00
Sub-total		<u>£ 3,307.25</u>	<u>£ 6,175.09</u>
Fundraising (gross)			
Other fundraising activities		£ 291.53	£ 1,576.75
Sub-total		<u>£ 291.53</u>	<u>£ 1,576.75</u>
Investment receipts			
Bank Interest		£ 87.97	£ 5.28
Property rental income		£ 1,462.50	£ 798.00
Minibus usage contributions		£ 9,183.48	£ 5,570.40
Guiding contribution		£ 865.00	£ 1,260.00
Sub-total		<u>£ 11,598.95</u>	<u>£ 7,633.68</u>
Scouting receipts			
Membership Subscriptions		£ 17,353.00	£ 14,845.00
Uniform sales		£ 54.00	£ 10.00
Camps income		£ 13,823.72	£ 20,833.29
Other activities income		£ 11,775.32	£ 1,291.27
Sub-total		<u>£ 43,006.04</u>	<u>£ 36,979.56</u>
Total Receipts		£ 61,795.44	£ 57,159.45

Payments

Charitable Payments

Rent	£	100.00	£	100.00
Water and Sewerage	£	211.33	£	722.65
Electricity, gas & telecoms	£	1,773.01	£	2,565.75
Insurance	£	3,573.01	£	2,659.42
Building repairs	£	875.01	£	-
Equipment, materials and repairs	£	1,881.95	£	1,285.98
Housekeeping	£	1,976.66	£	2,540.13
Donations	£	-	£	200.00
Bank charges	£	5.00	£	5.00
Sub-total	£	<u>10,395.97</u>	£	<u>10,078.93</u>

Scouting activity Payments

Scouting association fees	£	5,710.00	£	5,246.50
Youth activities	£	10,903.95	£	5,336.95
Camps	£	16,131.66	£	15,739.60
Uniform & badges	£	2,227.75	£	3,056.86
Sub-total	£	<u>34,973.36</u>	£	<u>29,379.91</u>

Fundraising payments

AGM expenses	£	504.88	£	341.16
Sub-total	£	<u>504.88</u>	£	<u>341.16</u>

Minibus payments

Minibus running costs	£	3,981.36	£	3,080.31
Sub-total	£	<u>3,981.36</u>	£	<u>3,080.31</u>

Total Gross Payments

£	49,855.57	£	42,880.31
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Surplus

£	11,939.87	£	14,279.14
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Cash funds last year end

£	145,817.57	£	131,538.43
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Cash funds this year end

£	157,757.44	£	145,817.57
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Assets

Scout Group Cash Funds

Scout Bank current accounts	£	151,552.50	£	118,517.22
Sub-total	£	<u>151,552.50</u>	£	<u>118,517.22</u>

Centre Cash funds

Centre Bank current accounts	£	6,196.04	£	16,965.70
Centre Bank deposit accounts	£	8.90	£	10,334.65
Sub-total	£	<u>6,204.94</u>	£	<u>27,300.35</u>

Total Current Assets

£	157,757.44	£	145,817.57
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Fixed Assets

Centre Building	£	1,000.00	£	1,000.00
Minibusses & trailer	£	9,932.80	£	12,416.00
Camping equipment	£	1,000.00	£	1,000.00
Total fixed assets	£	<u>11,932.80</u>	£	<u>14,416.00</u>

Total assets

1	£	169,690.24	£	160,233.57
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Notes to the Accounts

1. Movement in total assets

Change in total assets	£	9,456.67
Being:		
Surplus for the year, as above	£	11,939.87
Minibus depreciation charge	£	<u>(2,483.20)</u>
	£	<u><u>9,456.67</u></u>