

TRUSTEES ANNUAL REPORT

For the period

From (start date) to end date

Section A Reference and administration details

Charity name

Other names the charity is known by

Registered charity number (if any)

HQ registration number

Charity's principal address

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 regula

	Trustee Name	Office (if any)	Dates acted if not for whole year
1	Sue Corlett	GSL	
2	Alison Akers	Treasurer	
3	Edmund Coles	Chair	
4	Isabel Fogliatti	Secretary	
5	David Sheppard	Vychbury Section Leader	
6	David Crump	Walton Section Leader	
7	Peter Billington	Wolf cub Section Leader	1.4.23 - 31.8.23
8	Anna Carpenter	Bear cub section leader	
9	Suren Arul	Beaver section leader	
10	Jim Austin	Explorer leader	
11	Simon Beal	Quartermaster	
12	Robert Jones		
13			
14			
15			

Names and addresses of advisers (optional information but encouraged as best practice)
(These will be published in the annual report of the charity)

Type of advisor	Name	

Section B

Structure, governance and management

Description of the charity's trusts

Type of governing document

(e.g. trust deed, constitution)

The Group's 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.

How the charity is constituted

(e.g. trust, association, company)

The Group is a trust established under its rules which are set out in the Scout Association's Bye Laws.

Trustee selection methods

(e.g. appointed by, elected by)

The Trustees are appointed in accordance with the Scout Association's Bye Laws.

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

You may choose to include additional information, where relevant, about:

The Group is managed by the Group Trustee Board, the 'Trustees' of the Scout Group which is an educational charity.

As charity trustees they are responsible for complying with the Scout Association's Bye Laws which includes the registration, keeping proper accounts and acting in the best interests of the Scout Group as appropriate.

Policies and procedures adopted for:

The Committee consists of 3 independent representatives (including a parent's representative) together with the Group Scout Leader, individual sections and the Scout Association (individual section responsibility), parent's representation and meets every month.

a) the induction and training of trustees; b) trustee consideration of major risks and the systems and procedures to manage them

Members of the Group Trustee Board complete 'Essential' training within the first 5 months of joining the committee (as recommended or mandated by the Scout Association's Bye Laws and Rules).

The Group Trustee Board exists to support the Group Scout Leader in the fulfilment of his/her responsibilities of the appointments and is responsible for:

- Overseeing the adoption and implementation of the Scout Association's Policies and Procedures ("POR");
- The group's risk assessment and oversight of associated risks;
- The maintenance of Group property;

- The raising of funds and the administration of Group t
- The insurance of persons, property and equipment;
- Group public occasions and events;
- Assisting in the recruitment of leaders and other adult
- Appointing any sub committees that may be required;
- Appointing Group Administrators and Advisors other t

Section B	Structure, governance and management (continued)
	<p>Risk and Internal Control</p> <p>The Group Trustee Board has identified the major risks exposed, these have been reviewed and systems have been put in place to manage them. The main areas of concern that have been identified are:</p> <p>Damage to the building, property and equipment. The Group has property and equipment from neighbouring organisations and other Scout Groups. Similar reciprocal arrangements exist with other Scout Groups. The Group has sufficient buildings and contents insurance in place to cover any loss.</p> <p>Injury to leaders, helpers, supporters and members. The Group contributes to the Scout Associations national accident prevention programme undertaken before all activities.</p> <p>Reduced income from fund raising. The Group is primarily reliant on subscriptions and fundraising. The group does hold a reserve to cover any loss should there be a major reduction in income. The Board will work to increase the income to the group on an ongoing basis, to ensure the group is self-sufficient.</p> <p>Reduction or loss of leaders. The group is totally reliant on leaders for the activities of the group. If there was a reduction in the number of leaders in a particular section or the group as a whole then there would be a consolidation or closure of a section. In the worst case scenario the Group would be closed.</p> <p>Reduction or loss of members. The Group provides activities for its members and aims to attract new members.</p>

there was a reduction in membership in a particular section would have to be a contraction, consolidation or closure or the complete closure of the Group.

The group has in place systems of internal controls that provide assurance against material mismanagement or loss, and a comprehensive insurance policy to ensure that

Section C	Objectives and activities
<p>Summary of the objects of the charity set out in its governing document</p>	<p>The Purpose of Scouting Scouting exists to actively engage and support young people, empowering them to make a positive contribution to society.</p> <p>The Values of Scouting As Scouts we are guided by these values: Integrity - We act with integrity; we are honest, trustworthy 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.</p> <p>The Scout Method Scouting takes place when young people, in partnership with adults, learn 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.</p>

Summary of the main activities in relation to these objects

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

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- contribution made by volunteers;
- policy on investments.

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Public benefit statement

The Group meets the Charity Commission's public benefit test for the purposes of education and the advancement of citizenship or community development.

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Section D

Achievements and performance

Summary of the main achievements of the charity during the year

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Section E

Financial Review

Brief statement of the charity's policy on reserves

Reserves Policy

The Group's policy on reserves is to hold sufficient reserves to ensure the group's income and fundraising activities are sufficient to meet its needs. The group considers that the group should hold a sum equivalent to 12 months of operating costs.

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Quantify and explain any designations

The Group held reserves of approximately £15,000 against the level required for operating expenses.

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

Further financial review details (optional information)

You **may choose** to include additional information, where relevant, about:

- the charity's principal sources of funds (including any fundraising);

Investment Policy (Specimen 1)

The Group's Income and Expenditure is very small and sufficient funds to invest in longer-term investments such as therefore adopted a low risk strategy to the investment using only mainstream banks or building societies or The Investment Service.

- how expenditure has supported the key objectives of the charity;

The Group Trustee Board regularly monitors the levels received to ensure the group obtains maximum value from its arrangements. Occasionally this may involve using an overdraft before funds may be withdrawn, before doing so the Group must meet its cash flow requirements.

- investment policy and objectives;

Section F

Other Optional Information

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

Section G

Declaration

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

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Deborah Susan Corlett	Alison Debra Helen Al
Position (eg Secretary, Chair)	Group Scout Leader	Group Treasurer
Date	24 09 24	27.09.2024

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Address

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the members of which are the 'Charity
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with legislation applicable to charities. This
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n leaders (if opted to take on the
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is part of its POR (Policies, Organisation

Scout Leader in meeting the
for:

Scout Associations Policies, Organisation

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support;

han those who are elected.

5)

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e been established to mitigate against
fied are:

Group would request the use of buildings,
ns such as the church, community centre
ts exist with these organisations. The
n place to mitigate against permanent

ie Group through the capitation fees
insurance policy. Risk Assessments are

arily reliant upon income from
eserve to ensure the continuity of activities
d could raise the value of subscriptions to
either temporarily or permanently.

t upon volunteers to run and administer the
mber of leaders to an unacceptable level
e would have to be a contraction,
scenario the complete closure of the

tivities for all young people aged 4 to 18. If

ction or the group as whole then there
e of a section. In the worst case scenario

t are designed to provide reasonable
ese include 2 signatories for all payments
insurable risks are covered.

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operate with others and make friends.

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efit criteria under both the advancement of
unity development headings.

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ources to continue the charitable activities
ill short. The Group Trustee Board
to 12 months running costs, circa £8,000

ainst this at year end. This is above the

l as a consequence does not have
ch as stocks and shares. The Group has
of its funds. All funds are held in cash
ne Scout Association's Short Term

of bank balances and the interest rates
and income from its banking
account that requires a period of notice
oup Trustee Board considers the cash

Answers

Hagley Ramblers Scout Group (Charity no. 504641)

Receipts and payments account

	Year start date		Year end date
For the year from	1.4.23	To	31.3.24

Receipts and payments

	2023/24	2022/23
	Unrestricted funds	Unrestricted funds
	£	£
Receipts		
Donations, legacies and similar income		
Membership subscriptions	20,014	19,953
Donations	337	366
Legacies		-
Gift Aid	3,449	4,806
Minibus income	280	640
Sub total	24,079	25,766
Grants		
Maintenence grant	-	-
Other grants - Karen May WCC	500	
Sub total	500	-
Fundraising events (gross)		
Bonfire 2022		34,887
Explorer income zettle/Gift aid	4,688	1,705
Shirejam 2023	5,663	2,952
Group camp income	8,764	4,813
Group activities income	364	1,119
Other fundraising activities		-
Sub total	19,480	45,476
Scout hut income		
Hire of building	9,443	9,070
Hire of equipment	-	-
Hut deposits - refundable	1,745	3,000
Sub total	11,188	12,070
Investment income		
Bank interest	676	49
Building Society interest	-	-
The Scout Association Short Term Investment Service	-	-
Other investment income	-	-
Sub total	676	49
Total Gross Income	55,923	83,360
Asset and investment sales, etc.	-	-
Total receipts	55,923	83,360

Hagley Ramblers Scout Group (Charity no. 504641)

Receipts and payments account

	Year start date		Year end date
For the year from	1.4.23	To	31.3.24

Receipts and payments

	2023/24	2022/23
	Unrestricted funds	Unrestricted funds
	£	£
Payments		
Charitable Payments		
Membership subscriptions paid on (National/County/Area/District)	5,512	6,084
Youth programme and activities	2,567	4,713
Adult support and training		37
Rent - land lease and land upkeep	72	2,802
Water and Sewerage	291	250
Electricity and Gas	2,921	1,815
Insurance - hut and PAME	1,858	1,638
Repairs and Renewals - inc alarm and servicing hut expenses	2,231	1,445
Materials and equipment - group equipment	3,611	1,224
Defib	1,133	-
Contribution to camp costs. 23/24 - camp expenditure	9,713	6,598
Uniforms - and badges	685	1,755
AGM and trustee expenses	1,197	293
Hut cleaning	1,301	1,269
Hut equipment	1,997	116
Hut hire refund deposits	1,745	3,150
Hut build costs		500
Minibus expenditure and ins	1,700	2,671
Sub total	38,533	36,360
Fundraising expenses		
Bonfire 2022		16,089
Shirejam 2023	7,635	
Explorers zettle and Gift aid	4,588	1,726
Donations to others	178	-
Sub total	12,401	17,815
Total Gross Expenditure	50,934	54,174
Asset and investment purchases, etc.	-	-
Total payments	50,934	54,174
Net of receipts/(payments)	4,988	29,186
Cash funds last year end	58,375	29,189
Cash funds this year end	63,363	58,375

Hagley Ramblers Scout Group (Charity no. 504641)

Receipts and payments account

	Year start date		Year end date
For the year from	1.4.23	To	31.3.24

Statement of assets and liabilities at the end of the year

	31st Mar 2024 Unrestricted funds	31st Mar 2023 Unrestricted funds
	£	£
Cash funds		
Bank current account	938	6,906
Bank deposit account saver	46,259	39,757
Bank business account hut	16,166	11,712
The Scout Association Short Term Investment Service	-	-
Cash/Floats	-	-
Total cash funds	63,363	58,375
<small>(agree balances with receipts and payments account)</small>	<small>ok</small>	<small>ok</small>
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	-	-
Total net assets	63,363	58,375

The above receipts and payments account and statement of assets and liabilities were approved by the Trustees on 25 September 2024 (the date of the Trustee Board meeting that approved the accounts) and signed on their behalf by

Signature

Print Name

Group Scout Leader

Treasurer

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 [Hagley Ramblers Scout Group Scout Council](#)

I report to the trustees on my examination of the accounts of the [Hagley Ramblers Scout Group](#) for the year ended 31st March 2024

Responsibilities and basis of report

As the charity trustees of the [Hagley Ramblers 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 [Hagley Ramblers 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 [Hagley Ramblers 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:

Name: Alan Logan

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

Address: 24 Cutty Sark Drive, Stourport-On-Severn, Worcestershire. DY13 9RP.

Date: 3rd September 2024