



# Scouts

**237th Birmingham  
1st Castle Bromwich**

Trustees' Annual Report and Accounts  
2022-2023

Registered charity no 504710  
Scout Association registration no 14234



# Trustees' Annual Report

For the period 1<sup>st</sup> April 2022 to 31<sup>st</sup> March 2023

## Section A – Reference and administration details

**Name of Charity** 237<sup>th</sup> Birmingham (1<sup>st</sup> Castle Bromwich) Scout Group

**Registered Charity No** 504710

**Scout Association registration No** 14234

**Charity's principal address**

Scout HQ  
Brownsover Close  
Castle Bromwich  
Birmingham  
B36 9EF

**Address for correspondence**

Paul Brettell  
Assistant Group Scout Leader  
237<sup>th</sup> Birmingham Scout Group  
Five Gables  
School Lane  
Hopwas  
Tamworth  
Staffordshire  
B78 3AD

**Email:** [info@237scouts.org.uk](mailto:info@237scouts.org.uk)

**Website:** [www.237scouts.org.uk](http://www.237scouts.org.uk)

## Names of Trustees who managed the charity in 2022-23

Trustee Name	Office (if any)	Dates acted if not for whole year
David Harry Room	Chair	Until 14 <sup>th</sup> March 2023
Ian Yeomans	Treasurer	
Amanda Jane Cardall	Secretary	Until 15 <sup>th</sup> May 2023
Simon Cardall	Group Scout Leader	Until 5 <sup>th</sup> March 2023
Paul Anthony Brettell	AGSL	
Hayley Mann	AGSL	Until 21 <sup>st</sup> Sept 2022
Amelia Victoria Connolly		
Jeffrey Cross		
Elaine Patricia Chaplain		
Lindsey Jane Harverson		
Keith Charles Stock		
Richard Hands		
Robert Cattell		
Derek Barnett		
Anthony Barnett		
Mark Bostock		
Rachel Austin		
Kate Taylor		
David James Willetts		
Gary Lee Millward		Until 6 <sup>th</sup> July 2022
Adrian Miles		
Samantha Miles		

## Section B – Structure, governance and management

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.

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

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

The Group is managed by the Group's Trustee Board. 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 Trustee Board consists of 3 independent representatives, Chair, Treasurer and Secretary together with the Group Scout Leader, Assistant Group Scout Leader, Section leaders and elected representatives. It meets every month, except August.

Members of the Trustee Board complete 'Essential Information for Executive Committee' training within the first 5 months of joining the Board. They also complete safety and safeguarding and GDPR training.

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.

Following the 2023 Annual General Meeting, it is proposed to reduce the number of trustees in line with Scout Association guidance. Some of the existing trustees will step down from the Board but remain as members of support teams.

### **Risk and Internal Control**

The Trustee Board 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:

**Damage to the building, property and equipment.** We receive requests for the use of buildings, property and equipment from neighbouring organisations such as local churches, community groups and other Scout Groups. Similar reciprocal arrangements exist with these organisations. We maintain sufficient buildings and contents insurance in place to mitigate against permanent loss.

**Injury to leaders, helpers, supporters and members, and claims for negligence etc.** The Group is covered by the Scout Association's national insurance policy. Risk Assessments are undertaken before all activities. All leaders, trustees and other adults are vetted through the DBS process and are trained in safety and safeguarding in line with the requirements of the Scout Association.

**Reduced income from fundraising.** We rely on income from subscriptions and fundraising. We hold a reserve to ensure the continuity of activities should there be a major reduction in income. The Trustee Board could, and occasionally do, also raise the value of subscriptions to increase our income on an ongoing basis, either temporarily or permanently.

**Reduction or loss of leaders.** We are 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, 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 4 to 18. If there was a reduction in membership in a particular section or the group as whole 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 of financial loss.**

The group has in place systems of internal controls that are designed to provide reasonable assurance against material mismanagement or loss, these include two signatories for all payments and comprehensive insurance policies to ensure that insurable risks are covered. Equals cards have been introduced so that electronic transfer of funds can be made to section leaders instead of handling cash.

## Section C – Objectives and activities

### **The Purpose of Scouting**

Our purpose is 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.

### **Our Scout Group**

We have ten, age specific sections, which meet at separate times in the week. (1 Squirrel Drey, 2 Beaver Colonies, 3 Cub Packs, 3 Scout Troops and an Explorer Unit). The Squirrel Drey is a new section for 4-6 year olds which opened in October 2022.

Each section runs a balanced programme consisting of weekly meetings, with team building games and training, outside activities and visits. The sections also run camps and weekends away. These are complemented by activities and camps run at Group, District, County and national level.

We meet at our own, brick built, headquarters in Brownsver Close, Castle Bromwich.

### **Policies on grant making and investments**

In general, we do not make grants. We will occasionally support individual members with grants for specific expeditions. Each application is considered individually by the Trustee Board.

The Group does not make investments.

### **Staff**

The Group is run by volunteers. There are no paid staff.

### **Public benefit statement**

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

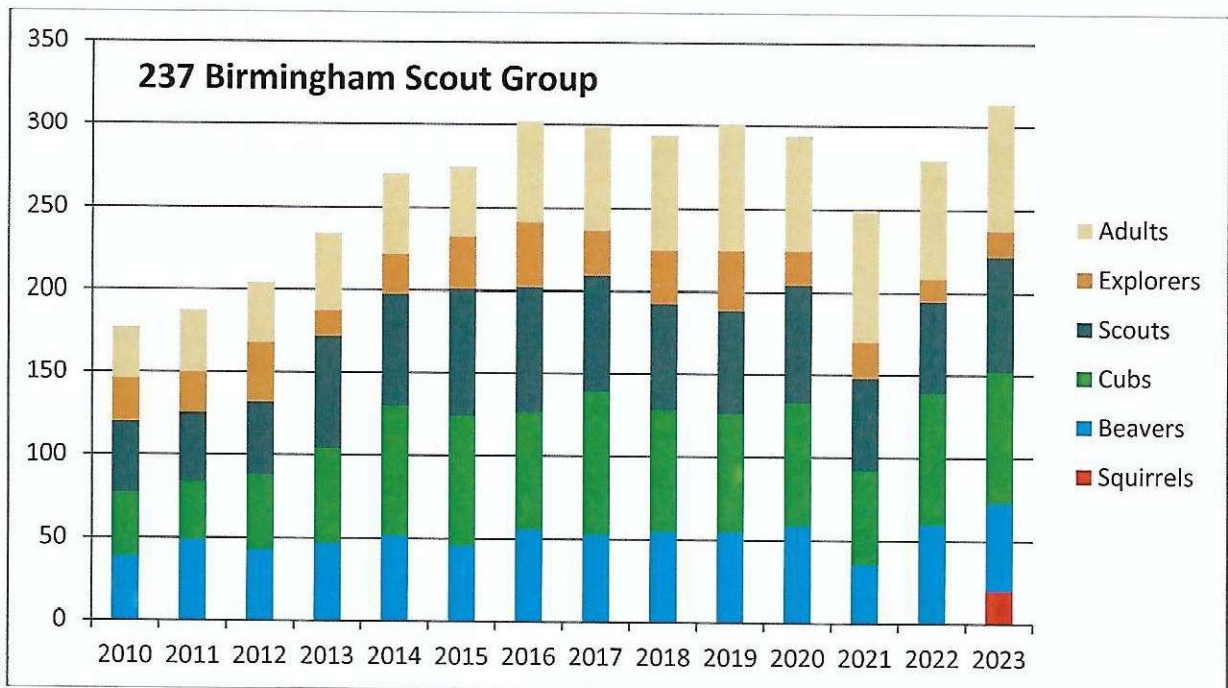
## Section D – Achievements and Performance

This year we have opened our first Squirrel Drey for four to six year olds. This has proved extremely popular, with numbers rising quickly. The Drey is now full and has a waiting list.

The numbers in the other sections have continued to recover following the Covid-19 pandemic and the return to face to face scouting.

This chart shows the numbers recorded on the Scout Association annual census, which is completed at the end of January each year.

Explorers are officially part of District Scouting. In line with previous years, our numbers include Explorer Scouts (14-18yr olds) and their leaders which meet at the Group HQ.



All sections have returned to a normal programme of activities following the Covid-19 pandemic. All sections have run nights-away activities successfully and have engaged in County and District events as well as their own section events. This has helped to restore our numbers to pre-pandemic levels.

We have made significant improvements to our Headquarters during the year, mainly through the efforts of our volunteers. These have included the completion of the new kitchen and stores and the construction of a new garden area. This will be used by all sections to learn horticultural skills and assist in the sections completing their gardening badges. It will be dedicated to the memory of our former Group Scout Leader, Garry Griffiths.

We also do our best to support the community in Castle Bromwich. All our sections have carried out litter picks and they attended the Parish Remembrance Parade.

## Section E – Financial review

### Reserves Policy

Our policy on reserves is to hold sufficient resources to continue the charitable activities of the group should income and fundraising activities fall short. We also hold reserves to cover specific future expenditure and to allow for unexpected repairs to the building.

We held unrestricted reserves of approximately £67,840 against this at year end.

### Funds in deficit

There are no funds materially in deficit.

### Review of 2022-2023

The Group raises funds through quarterly subscriptions and a programme of fundraising events. The Group claims Gift Aid on subscriptions and donations where possible. The Group will apply for charitable grants to support specific projects.

The Group had receipts of £54,409 net of Scout Association membership fee (Capitation).

The Group had expenditure of £44,691 leaving a surplus in the year of £9,717. There are no outstanding liabilities.

The Group's funds are used to maintain the Group headquarters and to maintain and periodically replace the minibuses and equipment. The funds are also used to support camps and activities undertaken by the members and to cover the national membership fee.

The accounts and the Examiner's statement are appended to this report.

## Section F – Other information

### Future Plans

We have two young people and one adult leader attending the World Scout Jamboree in Korea in August 2023.

When leader resources permit, we will look to open a second Squirrel Drey and a third Beaver Colony. We look to continue growing the group across all sections with both the recruitment of the Young People and Adult Volunteers.

In 2023-24, we plan to restructure the Trustee Board in line with Scout Association and Charity Commission guidance. This will reduce the number of Trustees and increase accountability. Former Trustees will be invited to join support teams.

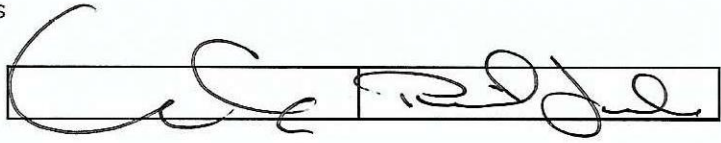
We also plan to restructure our leadership teams in line with expected guidance from the Scout Association.

## 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)

Laura Millward	Philip Jackson
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Position (eg: Secretary, Chair)

Group Scout Leader	Chair Designate
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Date

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Charity Name 237 Castle Bromwich Scout Group	No (if any) 504710
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## Receipts and payments accounts

For the period from	Period start date 01/04/2022	To	Period end date 31/03/2023
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### Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>Receipts</b>				
Membership Subscriptions	26060.19	-	26,060	25659
less Capitations paid on	10428.00	-	10,428	9073
Net Subscriptions	15632.19	-	15,632	16686
Gift Aid	7372.95	-	7,372	2658
Donations	5394.91	-	5,395	6550
Other Income	117.00	-	117	711
Funds Match	250.36	-	250	612
Fund Raising	4936.04	-	4,936	2552
Covid Grants	0.00	-	-	10667
Jamboree		500.00	500	-416
Explorers Camp		30.00	30	-34
Solar	2177.66		2,178	1844
Building	0.00		-	0
Camps/Activities	17991.82		17,992	6800
<b>Sub total</b>	<b>53872.33</b>	<b>530</b>	<b>54,402</b>	<b>48529</b>
Bank Interest	6.17	-	6	1
<b>Total receipts</b>	<b>53,878.50</b>	<b>530</b>	<b>54,409</b>	<b>48530</b>
<b>Payments</b>				
Camps/Activities	23834.94	-	23,835	8302
Training	0.00	-	-	0
Utilities	4287.81	-	4,288	3602
Van Costs	1777.26	-	1,777	1528
Insurances	5150.52	-	5,151	4999
Repairs & Maintenance	4227.84	-	4,228	12829
Uniforms & Badges	1540.96	-	1,541	1314
equipment	3359.37	-	3,359	3668
Misc	512.50	-	513	1495
Overseas Trip		-	-	84
Building	0.00	-	-	21
<b>Total payments</b>	<b>44691.20</b>	<b>-</b>	<b>44,691</b>	<b>37842</b>
<b>Net of receipts/(payments)</b>	<b>9187.30</b>	<b>530</b>	<b>9,717</b>	<b>10689</b>
Transfers between funds			-	
Cash funds last year end	58652	6,732	65,384	
<b>Cash funds this year end</b>	<b>67839.54</b>	<b>7,262</b>	<b>75,102</b>	

## Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds	Restrict ed funds to nearest £	Total Funds to nearest £
<b>Cash funds</b>	Bank Current Account	62,040.60	7,262	69,303
	Bank Deposit Account	3,249.78	-	3,250
	Building Society	0.00		-
	Equals Card/Cash	2,549.16	-	2,549
	<b>Total cash/Equals funds</b>	<b>67,839.54</b>	<b>7,262</b>	<b>75,102</b>
	(agree balances with receipts and payments account(s))	OK	OK	
<b>Other monetary assets</b>	Details	Current value	Current value	
			-	-
<b>Investment assets</b>	Details		-	-
			-	-
<b>Assets retained for the charity's own use</b>	Details	Current value	Current value	Total
	Land & Buildings	152,480	-	152,480
	Motor Vehicles	20,000	-	20,000
	Trailer/Solar Panels	10,500	-	10,500
	Scouting Equipment	35,000	-	35,000
	Furniture & Fittings	7,000	-	7,000
	<b>Total</b>	<b>224,980</b>	<b>-</b>	<b>224,980</b>
<b>Total Assets</b>		<b>292,820</b>	<b>7,262</b>	<b>300,082</b>
<b>Liabilities</b>	Details		Amount due	When due
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature		Print Name	Date of approval



# M. LAWRENCE & CO.

CHARTERED ACCOUNTANTS




213 Station Road  
Stechford  
Birmingham B33 8BB  
Telephone : 0121 784 5321  
Fax : 0121 785 0688  
Email: admin@mlawrence.org.uk  
Website: www.mlawrence.org.uk

## 237 CASTLE BROMWICH SCOUT GROUP

### CASTLE BROMWICH BIRMINGHAM

I have examined the Accounts, Statements and Invoices submitted to me and confirm them to be a true and accurate record of the financial actions of the 237 Castle Bromwich Scout Group for the period 01/04/22 to 31/03/23.

Signed   
.....  
H Lawrence A.C.A.

Date 14/9/2023  
.....

**A. Lawrence LLB Dip LP**  
Solicitor

**H. Lawrence ACA**  
Chartered Accountant

**S. Lawrence ACCA**  
Certified Chartered Accountant