



Trustees' Annual Report for the period

From 01.04.2023 Period start date

To 31.03.2024 Period end date

Charity name: Bramhope Village Scout Group

Charity registration number: 505561

Objectives and Activities

| | SORP reference | |
|---|--------------------|---|
| Summary of the purposes of the charity as set out in its governing document | Para 1.17 | <p>The purposes of The Scout Association, as outlined in its governing document, are primarily focused on promoting the development of young people. Here are the key purposes:</p> <p>Character Development: Encouraging the physical, mental, and spiritual development of young people so they can play constructive roles in society.</p> <p>Skills for Life: Providing opportunities for young people to acquire skills that will be useful throughout their lives, including leadership, teamwork, and self-reliance.</p> <p>Community Involvement: Promoting active participation in community service and fostering a sense of responsibility towards others.</p> <p>Inclusivity: Ensuring that Scouting is open to all young people, regardless of background, and promoting equality and diversity within the organization.</p> <p>Adventure and Fun: Offering a variety of activities that are both adventurous and enjoyable, helping young people to develop confidence and resilience.</p> <p>These purposes are designed to help young people achieve their full potential and become responsible citizens.</p> |
| Summary of the main activities in relation to those purposes for the public benefit, in particular, the | Para 1.17 and 1.19 | <p>As above</p> <p>We run weekly sessions for young people aged 4 to 14 across the age</p> |

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| activities, projects or services identified in the accounts. | | group sections of Squirrels, Beavers, Cubs and Scouts. We also run events and residential experiences and camps. We also participate in community events such as our local show, the marathon, raising awareness of community causes and helping young people to make a difference. |
| Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit | Para 1.18 | Yes The Scout Association includes a statement in its trustees' annual report confirming that they have had regard to the guidance issued by the Charity Commission on public benefit. This is a legal requirement under the Charities (Accounts and Reports) Regulations 20081. The statement ensures that the trustees are aware of the guidance, have taken it into account when making relevant decisions, and can justify any departures from it. |

Additional information (optional)

You may choose to include further statements where relevant about:

| | SORP reference | |
|--|----------------|--|
| Policy on grant making | Para 1.38 | N/A |
| Policy on social investment including program related investment | Para 1.38 | N/A |
| Contribution made by volunteers | Para 1.38 | Volunteers are the backbone of The Scout Association, playing a crucial role in its operations and success. Here are some key contributions they make: Leadership and Mentorship: Volunteers serve as leaders and mentors, guiding young people through various activities and helping them develop essential life skills. Program Implementation: They help design and implement educational programs and activities, ensuring that they are engaging, safe, and beneficial for the participants. Community Projects: Volunteers often lead or support community service projects, fostering a sense of responsibility and community involvement among young Scouts. |

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| | | <p>Administrative Support: Many volunteers handle administrative tasks such as managing finances, organizing events, and maintaining records, which are vital for the smooth running of the organization.</p> <p>Advocacy and Communication: They also play a role in advocating for Scouting, promoting its values, and communicating its benefits to the wider community.</p> <p>Inclusivity and Support: Volunteers work to ensure that Scouting is inclusive and accessible to all young people, regardless of their background.</p> <p>Their dedication and efforts help The Scout Association achieve its mission of developing young people into responsible citizens and leaders.</p> |
| Other | | |

Achievements and Performance

| | SORP reference | |
|---|----------------|---|
| Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole. | Para 1.20 | <p>Bramhope Village Scout Group is constantly delivering a varied programme to around 90 young people in our village. We give them confidence to try new things, the ability to socialise with peers, and teach them skills ranging from money management to bushcraft fire lighting and cooking in the open air. They do outdoor activities as varied as water sports, rugby and quidditch, and indoor activities like thinking about other belief systems to their own and celebrating festivals like Eid, Hanukkah and Diwali. They do creative activities like crafts and making things. They learn to work together in teams in lodges, sixes or patrols and they also interact with the community and help out where we are needed. This experience is invaluable to many of our young people who achieve badges and top awards in their sections.</p> |

Additional information (optional)

You may choose to include further statements where relevant about:

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| | | N/A |
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| Achievements against objectives set | Para 1.41 | |
| Performance of fundraising activities against objectives set | Para 1.41 | N/A |
| Investment performance against objectives | Para 1.41 | N/A |
| Other | | |

Financial Review

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| Review of the charity's financial position at the end of the period | Para 1.21 | A strong position at the end of the financial year, enabling various activities to be held for our young people and fundraising to build up funds for premises refurbishment. |
| Statement explaining the policy for holding reserves stating why they are held | Para 1.22 | The charity will hold 12 months running costs and wind-up costs in reserve. |
| Amount of reserves held | Para 1.22 | £13,200 |
| Reasons for holding zero reserves | Para 1.22 | n/a |
| Details of fund materially in deficit | Para 1.24 | n/a |
| Explanation of any uncertainties about the charity continuing as a going concern | Para 1.23 | No uncertainties, there are 70 children on the waiting list to join Bramhope Village Scout Group, a strong base of volunteers and Trustees with sound financial controls in place. |

Additional information (optional)

You may choose to include further statements where relevant about:

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| The charity's principal sources of funds (including any fundraising) | Para 1.47 | Termly donations (subscriptions) from parents cover the costs of weekly sessions and the programme. Subs are eligible for gift aid, which we claim with parental permission. Camps and events are paid for separately by parents. We receive donations from the Bramhope Trust and the Bramhope Youth Development Trust. We fundraise including holding an annual bonfire night fundraising event and sponsored swim. |
| Investment policy and objectives including any social investment policy adopted | Para 1.46 | Low-risk strategy to the investment of funds. All funds are held in cash using only banks or building societies covered by The Financial Services Compensation Scheme (FSCS). Only short to mid-term investments will be used up to two years in length. |
| A description of the principal risks facing the charity | Para 1.46 | Principal risks facing the charity are currently the demise of the scout hut and the costs incurred to repair and maintain the hut. A schedule of works has been created with costings and £20,000 is held in a restricted fund account to cover these expenses. Fundraising continues for this. |
| Other | | |

Structure, Governance and Management

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| Description of charity's trusts: | | |
| Type of governing document (trust deed, royal charter) | Para 1.25 | <p>The governing document for the Scout Association in the UK is called a constitution. This document outlines the purpose of the charity and the rules for its operation. It is formally adopted through the charity's Annual General Meeting (AGM) and is typically re-adopted at each AGM to ensure it remains current. Bramhope Village Scout Group adopts its own constitution at each annual AGM, based on the templates provided by The Scout Association</p> <p>The constitution is part of the Policy, Organisation and Rules (POR), which applies to all parts of the Scout Association in the UK. This document includes policies, rules, and advice on good practice to ensure effective governance.</p> |
| How is the charity constituted? (e.g unincorporated association, CIO) | Para 1.25 | <p>The Scout Association in the UK is incorporated as a charity through a Royal Charter. This charter was granted on January 4, 1912, and it established the organization for the purpose of instructing boys in principles such as discipline, loyalty, and good citizenship.</p> <p>Each Scout Unit (Group, District, County/Area/Region) operates as an independent charity. In England and Wales, Scout Units are generally excepted from registering with the Charity Commission unless their income exceeds £100,000, they have a permanent endowment, or they own land/buildings with an income over £5,000. Bramhope Village Scout Group owns its land and building.</p> |
| Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees | Para 1.25 | <p>In the UK, Scout Groups select trustees through a combination of open selection processes and appointments at Annual General Meetings (AGMs).</p> <p>Here are the key methods and constitutional provisions involved:</p> <p>Open Selection Process</p> <p>Advertising for Nominations: Trustee vacancies are advertised publicly to reach a wider range of potential applicants. This can be done through social media, websites, newsletters, and</p> |

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| | | <p>local volunteer centres.</p> <p>Running Elections: Elections are held to ensure transparency and local governance. This involves members of the Scout Council voting on candidates.</p> <p>Search Groups: Sometimes, a search group is formed to headhunt individuals with specific skills or experience needed on the Trustee Board.</p> <p>Applications: Roles are advertised both inside and outside of Scouts to attract a diverse pool of applicants.</p> <p>Appointments at AGMs Chair, Treasurer, and Trustees: These positions are appointed at the AGM by the Scout Council based on the outcomes of the open selection process.</p> <p>Nominations by Lead Volunteers: While Lead Volunteers can make recommendations, the final decision rests with the Trustee Board as a whole.</p> <p>Constitutional Provisions Scout Council: The Scout Council, which includes members of the Scout Group, District, or County, has the authority to elect trustees during the AGM.</p> <p>Co-option: In some cases, trustees can be co-opted onto the board if there is a need for specific skills or knowledge.</p> <p>These methods ensure that the selection process is transparent, fair, and inclusive, helping to maintain a diverse and effective Trustee Board.</p> |
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Additional information (optional)

You may choose to include further statements where relevant about:

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| <p>Policies and procedures adopted for the induction and training of trustees</p> | <p>Para 1.51</p> | <p>The Scout Association in the UK has a structured approach to the induction and training of trustees to ensure they are well-prepared for their roles. Here are the key policies and procedures:</p> <p>Induction Process</p> <p>Welcome Pack: New trustees receive a welcome pack that includes essential documents such as the constitution, recent meeting minutes, and key policies.</p> <p>Initial Meeting: An initial meeting with</p> |
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| | | <p>the Chair or another senior trustee to discuss the role, responsibilities, and expectations.</p> <p>Mentorship: Assignment of a mentor, usually an experienced trustee, to provide guidance and support during the initial period.</p> <p>Training Programs Getting Started Training: This is mandatory for all new trustees and includes modules on the basics of trusteeship, the structure of the Scout Association, and key policies.</p> <p>Trustee Introduction E-Learning: An online course that covers the roles and responsibilities of trustees, key policies, and the workings of the Trustee Board.</p> <p>Workshops and Seminars: Regular workshops and seminars on topics such as governance, financial management, and safeguarding.</p> <p>Ongoing Development: Continuous professional development opportunities, including advanced training modules and access to resources on the Scout Association’s website.</p> <p>Validation and Assessment Assessment: Completion of training is validated through assessments. For example, the Trustee Introduction module requires passing an assessment to confirm understanding. Certification: Trustees receive certificates upon completion of training modules, which are then recorded in the Scouts Membership System</p> <p>These policies and procedures ensure that trustees are well-equipped to fulfil their roles effectively and contribute to the governance of the Scout Group.</p> |
| <p>The charity’s organisational structure and any wider network with which the charity works</p> | <p>Para 1.51</p> | <p>The Scout Association in the UK has a well-defined organizational structure and operates within a broader network of related organizations. Here’s an overview:</p> <p>Organizational Structure National Level: Board of Trustees: The highest governing body, responsible for overall strategy and governance. Chief Executive: Manages day-to-day operations and reports to the Board of Trustees.</p> |

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| | <p>Senior Leadership Team: Includes directors of various departments such as operations, finance, and membership.</p> <p>Regional Level: Regional Commissioners: Oversee the implementation of national policies and support local Scout Groups. Regional Teams: Provide training, resources, and support to counties within the region.</p> <p>County Level: County Commissioners: Lead the county and ensure the delivery of the Scout program. County Executive Committee: Supports the County Commissioner and manages county-level activities and finances.</p> <p>District Level: District Commissioners: Oversee Scout Groups within the district. District Executive Committee: Supports the District Commissioner and manages district-level activities and finances.</p> <p>Group Level: Group Scout Leaders: Lead individual Scout Groups and ensure the delivery of the Scout program. Group Executive Committee: Supports the Group Scout Leader and manages group-level activities and finances. Bramhope Village Scout Group is at the Group Level.</p> <p>Wider Network International Scouting: The Scout Association is a member of the World Organization of the Scout Movement (WOSM), which connects Scouts globally. Partnerships: Collaborates with various organizations, including educational institutions, charities, and government bodies, to enhance its programs and reach. Local Community: Works closely with local councils, schools, and community groups to deliver Scouting activities and community service projects. This structure ensures that the Scout Association operates efficiently at all levels, from national to local, and maintains strong connections with a wider network of organizations to support its mission.</p> |
| | <p>The Scout Association in the UK</p> |

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| Relationship with any related parties | Para 1.51 | <p>maintains relationships with various related parties to support its mission and operations. Here are some key relationships:</p> <p>Partnerships and Collaborations Educational Institutions: Collaborates with schools and universities to provide educational programs and activities that complement formal education. Charities and Non-Profits: Works with other charities and non-profit organizations to deliver community service projects and support social causes. Government Bodies: Engages with local and national government agencies to align with policies and secure funding for various initiatives.</p> <p>International Relationships World Organization of the Scout Movement (WOSM): As a member of WOSM, the Scout Association connects with Scout organizations worldwide, participating in global events and initiatives.</p> <p>Corporate Partnerships Sponsorships and Donations: Receives support from corporate sponsors and donors who provide financial assistance, resources, and expertise to help deliver Scouting programs.</p> <p>Third-Party Service Providers Data Protection: Shares personal data with third-party service providers for purposes such as IT services, event management, and communications, ensuring compliance with data protection regulations.</p> <p>These relationships help the Scout Association enhance its programs, reach a broader audience, and effectively manage its operations.</p> |
| Other | | |

Reference and Administrative details

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|-----------------------------|------------------------------|
| Charity name | Bramhope Village Scout Group |
| Other name the charity uses | |
| Registered charity number | 505561 |

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| Charity's principal address | Bramhope Scout Hut Leeds Road Bramhope LS16 9BQ |
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Names of the charity trustees who manage the charity

| | Trustee name | Office (if any) | Dates acted if not for whole year | Name of person (or body) entitled to appoint trustee (if any) |
|----|---------------------|------------------------|--|--|
| 1 | Anthony Casson | Chair | | |
| 2 | Sarah Shay | Group Lead Volunteer | | |
| 3 | Nina Johnson | Treasurer | | |
| 4 | Rachel Groves | | | |
| 5 | Ian Wrightson | | | |
| 6 | Paul Arbon | | | |
| 7 | Debbie Arbon | | | |
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Corporate trustees – names of the directors at the date the report was approved

| Director name | | |
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Name of trustees holding title to property belonging to the charity

| Trustee name | Dates acted if not for whole year | |
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Funds held as custodian trustees on behalf of others

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| Description of the assets held in this capacity | N/A |
| Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects | N/A |
| Details of arrangements for safe custody and segregation of such assets from the charity's own assets | N/A |

Additional information (optional)

Names and addresses of advisers (Optional information)

| Type of adviser | Name | Address |
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Name of chief executive or names of senior staff members (Optional information)

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Exemptions from disclosure

Reason for non-disclosure of key personnel details

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Other optional information

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Declarations

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

Signed on behalf of the charity's trustees

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| Signature(s) | Nina Johnson | Sarah Shay |
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| Full name(s) | Nina Johnson | Sarah Shay |
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| Position (eg Secretary, Chair, etc) | Treasurer | |
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| Date | 24.09.2024 |
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Bramhope Village Scout Group Annual Accounts FYE 31 March £

| | 2024 | 2023 | Year on Year Change | % Change |
|--|------------------|------------------|---------------------------|----------|
| Income | | | | |
| Bank Interest | 247.74 | 29.06 | 218.68 | 753% |
| Donation | 2,823.40 | 1,390.35 | 1,433.05 | 103% |
| Events | 6,931.50 | 3,850.00 | 3,081.50 | 80% |
| Events - Beavers | 2,897.00 | 208.00 | 2,689.00 | 1293% |
| Events - Cubs | 2,550.00 | 2,676.00 | -126.00 | -5% |
| Events - Explorers | 100.00 | 0.00 | 100.00 | |
| Events - Scouts | 258.80 | 0.00 | 258.80 | |
| Fundraising | 1,904.37 | 2,803.35 | -898.98 | -32% |
| Gift Aid | 4,234.85 | 0.00 | 4,234.85 | |
| Membership Fees Beavers | 3,900.00 | 2,100.00 | 1,800.00 | 86% |
| Membership Fees Cubs | 5,000.00 | 3,350.00 | 1,650.00 | 49% |
| Membership Fees Scouts | 4,890.00 | 1,875.00 | 3,015.00 | 161% |
| Rent | 316.00 | 250.00 | 66.00 | 26% |
| Expense | | | | |
| Admin | 1,131.61 | 785.33 | 346.28 | 44% |
| Badges | 1,055.37 | 1,239.65 | -184.28 | -15% |
| Camping Equipment | 916.31 | 895.42 | 20.89 | 2% |
| Events | 6,525.22 | 5,403.93 | 1,121.29 | 21% |
| Events - Beavers | 1,665.33 | 290.10 | 1,375.23 | 474% |
| Events - Cubs | 1,710.71 | 3,567.11 | -1,856.40 | -52% |
| Events - Scouts | 168.74 | 0.00 | 168.74 | |
| Hut Equipment | 1,967.64 | 324.27 | 1,643.37 | 507% |
| Insurance | 2,044.29 | 1,936.00 | 108.29 | 6% |
| Meetings - Beavers | 573.81 | 452.64 | 121.17 | 27% |
| Meetings - Cubs | 505.60 | 943.31 | -437.71 | -46% |
| Meetings - Scouts | 237.10 | 82.77 | 154.33 | 186% |
| Membership Costs | 4,040.00 | 7,092.00 | -3,052.00 | -43% |
| Rates | 53.12 | 151.04 | -97.92 | -65% |
| Uniforms | 326.98 | 327.11 | -0.13 | 0% |
| Utilities | -2,850.10 | 206.76 | -3,056.86 | -1478% |
| Venue Maintenance | 8,107.65 | 5,299.28 | 2,808.37 | 53% |
| Account balances | | | | |
| Bramhope Village Scout Group | 3,073.69 | 8,252.67 | -5,178.98 | -63% |
| BVSG Savings Account | 28,574.99 | 16,577.25 | 11,997.74 | 72% |
| Expense Account | 1,055.52 | 0.00 | 1,055.52 | |
| Total Account Balances | 32,704.20 | 24,829.92 | | |
| Summary | | | | |
| Account balance brought forward | 24,829.92 | 35,299.62 | -10,469.70 | |
| Total income | 36,053.66 | 18,531.76 | 17,521.90 | 95% |
| Total expenditure | 28,179.38 | 28,996.72 | -817.34 | -3% |
| Net income | 7,874.28 | -10,464.96 | 18,339.24 | |
| Account balance carried forward | 32,704.20 | 24,829.92 | 7,874.28 | 32% |

Template for the scrutineer's report to the trustees

Scrutineer's Report to the Trustees of [Insert Scout Group/District Name]

I report on the accounts of the Group/District for the year ended 31st MARCH 2024
BLAMHOB VILLAGE SCOUTS GROUP

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 to

Scrutineer's Statement

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

Name: J. J. RUSSELL
Address: 79 HALL PLACE AVENUE
HOLSFORTH
LEEDS, LS18 5LU
Date: 28/10/2024