

Trustees' Annual Report

For the period

From (start date)

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Section A

Reference and administration details

Charity name

1st All Saints Sherburn in Elmet Scout Group

Other names the charity is known by

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Registered charity number (if any)

5	0	6	5	2	9
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HQ registration number

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Charity's principal address

1 Bond Ings Rise

Sherburn in Elmet

Leeds

Postcode L S 2 5 6 N J

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 regulator)

	Trustee Name	Office (if any)	Dates acted if not for whole year
1	Helen Groot	Chair	
2	Stacey Clarkson	Treasurer	
3	Gareth Goode		21/07/2023
4	Rebecca Brogden		
5	Tracey Charlton		21/07/2023
6	Dundford Timothy Richardson		19/09/2023
7	Rosalyn Thackary		19/09/2023
8	Danielle Black		21/07/2023
9			
10			
11			
12			
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	Address

Section B

Structure, governance and management

Description of the charity's trusts

Type of governing document

(e.g. trust deed, constitution)

The Group has adopted a Constitution. The Group's governing documents are adopted from 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

(e.g. trust, association, company)

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

Trustee selection methods

(e.g. appointed by, elected by)

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

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 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.

Policies and procedures adopted for:

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

The Trustee Board consists of 3 independent representatives, Chair, Treasurer and Secretary together with the Group Scout Leaders, individual section leaders (if opted to take on the responsibility) and parent's representation and meets a minimum of 3 times a year.

Members of the Trustee Board complete '*Essential Information for Executive Committee*' training within the first 5 months of joining the board.

This Group 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.

Section B

Structure, governance and management (continued)

Risk and Internal Control (Specimen 1)

The Group 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. The Group would request the use of buildings, property and equipment from neighbouring organisations such as the church, community centre and other Scout Groups. Similar reciprocal arrangements exist with these organisations. 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 Associations 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 Board could raise the value of subscriptions to increase the income to the group on an ongoing basis, either temporarily or permanently.

or permanently.

Reduction or loss of leaders. The group is totally reliant upon 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.

Risk and Internal Control (Specimen 2)

The 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 a comprehensive insurance policies to ensure that insurable risks are covered.

Section C Objectives and activities

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.

Summary of the main activities in relation to these objects

The Group provides a safe and secure venue and facilities activities for young people from age 4-18 following a scouting programme which aims to provide 'skills for life'. The Group consists of one Squirrels drey (4-6 yr) two Beaver colonies (6-8) two Cub packs (8-10) two Scout troops (10-14) - along with a partnership with one Explorer unit (14-18)

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.

Public benefit statement

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 of the main achievements of the charity during the year

Growth of the group - now waiting lists for all sections. Successful introduction of the new Squirrels drey for 4 year olds. Recruitment of new leaders to support capacity. Existing leaders given training for their roles. Successful migration at governance level from 'Executive Committee' to Trustee Board and adoption of new Constitution. Whole group camp to County Camp at Braham in July 2023 (all age groups), Cubs and Scouts camp with water activities at Aldwark activity Centre in September. Multiple successful sleepover events introducing younger members to overnight stays. Bronze, Silver and Gold awards successfully completed across all age groups.

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 resources to continue the charitable activities of the group should income and fundraising activities fall short. The Group Trustee Board considers that the group should hold a sum equivalent to 12 months running costs, circa £10k.

The Group held reserves of approximately £18k against this at year end. This is above the level required for operating expenses. However this can be explained by income carried forward from historic fundraising and will be used in the next year to make essential updates to the premise.

Quantify and explain any designations

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

n/a

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

Investment Policy

The Group's Income and Expenditure is very small and as a consequence does not have sufficient funds to invest in longer-term investments such as stocks and shares. The Group has therefore adopted a low risk strategy to the investment of its funds. All funds are held in cash using only mainstream banks or building societies or The Scout Association's Short Term Investment Service.

The Group Trustee Board regularly monitors the levels of bank balances and the interest rates received to ensure the group obtains maximum value and income from its banking arrangements. Occasionally this may involve using an account that requires a period of notice before funds may be withdrawn, before doing so the Group Trustee Board

Section F Other Optional Information

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

[Empty box for future plans]

Section G

Declaration

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

Signed on behalf of the charity's trustees

Signature(s)

Helen Marshall-Groot

Full name(s)

Helen Marshall-Groot

Position (eg Secretary, Chair)

Chair

Date

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Sherburn Scout Group Receipts and Payments Account

Year start date

Year end date

For the year from	2022	To	2023
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Receipts and payments

	2021-22 Unrestricted funds £	2022-23 Unrestricted funds £
Receipts		
Donations, legacies and similar income	3,461	7,785
Membership subscriptions	6,371	10,455
Less: Membership subscriptions paid to District	4,944	5,511
Net membership subscriptions retained	1,427	4,944
Donations	1,688	6,531
Legacies	-	
Gift Aid	1,773	1,254
Other similar income	2,469	10,929
Sub total	7,357	23,658
Grants		
Maintenence grant	-	-
Other grants	-	-
Sub total	-	-
Fundraising (gross)		
Sub total	-	-
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	7,357	23,658
Asset and investment sales, etc.	-	-
Total receipts	7,357	23,658

Sherburn Scout Group Receipts and Payments Account

Year start date

Year end date

For the year from	1st April 2022	To	31st March 2023
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Receipts and payments

	2021-22 Unrestricted funds £	2022-23 Unrestricted funds £
Payments		
Charitable Payments		
Youth programme and activities	2,491	12,432
Adult support and training		
Rent	-	
Water and Sewerage	144	183
Electricity and Gas	-	
Insurance	780	852
Repairs and Renewals	12,206	239
Materials and equipment	1,533	5,905
Contribution to camp costs		
Uniforms & Badges	1,550	1808
Council Tax	100	105
Internet	195	210
Fees	639	784
Sub total	19,637	22,518
Fundraising expenses		
Sub total	-	-
Total Gross Expenditure	19,637	22,518
Asset and investment purchases, etc.	-	-
Total payments	19,637	22,518
Net of receipts/(payments)	- 12,280	1,140
Cash funds last year end	-	-
Cash funds this year end	- 12,280	1,140

Statement of assets and liabilities at the end of the year

	2021-22 Unrestricted funds £	2022-23 Unrestricted funds £
Cash funds		
Bank current account	15,827	15,408
Soldo Account	323	1,482
Building society account	-	
The Scout Association Short Term Investment Service	-	
Cash/Expense Account	953	1,352
Total cash funds	17,103	18,242
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 (the date of the Executive Committee meeting that approved the accounts) and signed on their behalf by

Signature

SClarksonGoode

Print Name

S Clarkson-Goode

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 1st All Saints Sherburn in Elmet Scout Council

I report to the trustees on my examination of the accounts of the 1st All Saints Sherbrn in Elmet Scout Group for the year ended 31st March 2023

Responsibilities and basis of report

As the charity trustees of 1st All Saints Sherbrn in Elmet 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 1st All Saints Sherbrn in Elmet 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 1st All Saints Sherbrn in Elmet 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:

RICHARD WORLOCK.

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

Address:

17 PASTURE AVENUE, SHERBURN IN ELMET LS25 6LG

Date:

12th Feb 2024.