

# ANNUAL REPORT AND STATEMENT OF ACCOUNTS

1st Cherry Burton Group Scout Council

*1st Cherry Burton Scout Group Trustee Board*

## Table of Contents

<b>Charity Details .....</b>	<b>3</b>
<b>Annual General Meeting - Agenda .....</b>	<b>4</b>
<b>3 - Minutes of the previous AGM.....</b>	<b>5</b>
<b>6. To receive and approve the Trustees annual report including the annual Statement of the Accounts.....</b>	<b>6</b>
<b>Trustees Annual Report .....</b>	<b>6</b>
Structure, Governance and Management.....	6
Objectives and Activities.....	9
Achievements and performance .....	10
Financial Review.....	10
Plans for the future .....	11
Scrutineers Report .....	12
Respective responsibilities of Trustees and Scrutineer.....	12
Basis of Scrutineer's Statement .....	12
Scrutineer's Statement.....	12
Trustees Notes.....	12
Statement of Accounts - Years 202 to 2021 and 2021 to 2022 and 2022 to 2023 .....	13

## Charity Details

Charity Name	1 <sup>st</sup> Cherry Burton Scout Group
Registered Charity No.	NA
HQ Registration No.	10015056
Charity's Principle Address	16 Bishop Burton Road Cherry Burton BEVERLEY East Yorkshire HU17 7RW

### Names of the charity trustees who manage the charity

Trustee Name	Office (if any)
Ian Kelly	Chair
Jacob Birch	Trustee - Group Lead Volunteer (Acting)
Sam Aikman	Treasurer
Mark Dixon	Secretary
Liz Jack	Trustee – (Beaver Section Team Leader)
Alan Todd	Trustee – (Cub Section Team Leader)
Joann Warburton	Trustee – (Scout Section Team Leader)

Please note that due to changes in leadership and management of the group the Group Trustee Board has not met for sometime in the way it should. The above named trustees are those in the roles at the time of writing this report.

# Annual General Meeting - Agenda

Wednesday 13<sup>th</sup> March 2024 – Cherry Burton Scout Hut – 6pm

1. **Introduction and welcome**
2. **Apologies for absence**
3. **Governance topics**
  - a. Approval of previous Annual General Meeting minutes
  - b. Adopt the model constitution from Policy, Organisation and Rules (POR)
  - c. Note the Group's financial year
  - d. Agree the number of members that may be appointed to the Trustee Board
  - e. Agree the quorum for each of the Group Scout Council (excluding this AGM), meetings of the Group Trustee Board, meetings of any sub-teams
4. **Review of the previous year**
  - a. The Group Lead Volunteer's review of Scouts in the 1<sup>st</sup> Cherry Burton Scout Group
  - b. Receive and consider the Annual Report of the Group Trustee Board, including the annual Statement of the Accounts
5. **Making appointments**
  - a. Appoint the
    - a. Chair – Alison Ayre
    - b. Treasurer – Sam Aikman
    - c. Secretary – Mark Dixon
  - b. Appoint members of the Group Trustee Board
    - a. Jacob Birch (ex-officio as Group Lead Volunteer)
    - b. Liz Jack
    - c. Alan Todd
    - d. Joann Warburton
    - e. Ian Kelly
    - f. Vacancy
    - g. Vacancy
6. Appoint the Scrutineer – Terry Jackson
7. **Closing remarks**

### 3 - Minutes of the previous AGM

Due to the recent events around changes in leadership and management of the Group, there has not been a recent AGM. It is acknowledged by the Group Trustee Board that this is not normal practice and the Group Trustee Board will endeavour to adhere to the correct processes moving forward.

The AGM held on 13<sup>th</sup> March 2024 is for the year 2022 to 2023 but also recognises the financial accounts of previous years. The Trustee Board recognises it will need to hold a further AGM later in 2024 for the year of 2023 to 2024.

## 6. To receive and approve the Trustees annual report including the annual Statement of the Accounts

### Trustees Annual Report

#### Structure, Governance and Management

Type of governing document	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	The Group is a trust established under its rules which are common to all Scouts.
Trustee Selection methods	The Trustees are appointed in accordance with the Policy, Organisation and Rules of The Scout Association.
The Management and function of the charity	<p>The Group is managed by the Group Scout Leader, supported by the Group Volunteers and the Group Trustee Board. The members of the Group Trustee Board are '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.</p> <p>The Trustee Board consists of 3 officers the Chair, Treasurer and Secretary together with the Group Scout Leader, section leaders (if opted to take on the responsibility) and other representation and endeavours to meet once per term.</p> <p>This Group Trustee Board exists to support the Group Scout Leader in meeting the responsibilities of the appointments and is responsible for:</p> <ul style="list-style-type: none"> <li>The maintenance of Group property;</li> <li>The raising of funds and the administration of Group finance;</li> <li>The insurance of persons, property and equipment;</li> </ul>

	<p>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.</p>
<p>The induction and training of new trustees</p>	<p>Members of the Group Trustee Board endeavour complete the training within the first 5 months of joining the board:  001 - Essential Information  GDPR - General Data Protection Regulations  SAFE - Safeguarding Training  SFTY - Safety Training  TRST - Trustee Induction</p>
<p>Trustee' consideration of major risks and the systems and procedures to manage them</p>	<p><b>Risk and Internal Control</b></p> <p>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:</p> <p>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.</p> <p>Injury to leaders, helpers, supporters and members. The Group through the membership fees contributes to the Scout Associations national accident insurance policy. Risk Assessments are undertaken before all activities.</p> <p>Reduced income from fund raising. The Group is primarily reliant upon income from subscriptions and fundraising. The group</p>

	<p>does hold a reserve to ensure the continuity of activities should there be a major reduction in income. The Trustee Board could raise the value of subscriptions to increase the income to the group on an ongoing basis, either temporarily or permanently.</p> <p>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.</p> <p>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.</p> <p>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.</p>
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## Objectives and Activities

<p>Summary of the objects of the charity set out in its governing document</p>	<p><b>The Purpose of Scouting</b> Scouting exists to actively engage and support young people in their personal development, empowering them to make a positive contribution to society.</p> <p><b>The Values of Scouting</b> 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.</p> <p><b>The Scout Method</b> 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.</p>
<p>Summary of the main activities in relation to these objects</p>	<p>The Group works with its young people to provide fun, exciting, safe and educational activities to work towards teaching skills for life and earning the badges and top awards.</p>

	The Group has also been involved in training its volunteers with new permits to allow other activities to be delivered. Further information can be found in the GSL and section reports.
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.

#### Achievements and performance

Summary of the main achievements of the charity during the year	<p>Numbers of young people continue thrive and the group has a good level of leaders in place in each section to run good sessions. The volunteer team work well together to support each other as required.</p> <p>Lots of young people have been awarded various badges from across the options.</p>
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#### Financial Review

Brief statement of the charity's policy on reserves	<p>Reserves Policy</p> <p>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 6 months running costs, circa £5,000</p> <p>The Group held General Funds of approximately £5,000 against this at year end.</p>
Principle sources of funds	The Groups main source of income is generally Membership Fees with good numbers of young people. The group has also seen income from camps and donations/ grants.
How the expenditure has supported the key objectives of the charity.	The main expenditure of the Group represents the payments made to

	District for Membership fees. There is also expenses towards the running of the Scout Hut, Camps, Equipment and Badges/ Uniform. These all support the work and continuation of the charity as a way of facilitating scouting.
Investment Policy	The Group's Income and Expenditure is minimal in normal years where large grants are not sought or received 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.

#### Plans for the future

Plans for future periods	<p>The Group plans to continue to offer safe and educational scouting through the work it has started already and will continue to do by delivering weekly sessions for the young people, organising camps and other extra activities.</p> <p>It also acknowledges that the Group will take part in District and County events as and when possible.</p> <p>The group will also actively continue to recruit new young people and volunteers to secure the future of the Group.</p> <p>The Group and its trustees and volunteers feel it is in a good shape to continue Scouting moving forward.</p>
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**Scrutineer's Report to the Trustees of the  
1<sup>st</sup> Cherry Burton Group Scout Council**

I report on the accounts of the Group for the year 2022 to 2023

**Respective responsibilities of Trustees and Scrutineer**

As the Group'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 page 13.

**Scrutineer's Statement**

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

Name: Terry Jackson (District Treasurer)

Address: 21 Inglefield Close

N Humberside

BEVERLEY

HU17 8XG

UK

Date: 07/01/2024

**Trustees Notes**

The trustees acknowledge that they have not met as often as is generally accepted. This is largely down to a change in leadership and management of the group. However whilst the Trustee Board has not met, they have continued to ensure financial security and scrutiny is in place.

# Statement of Accounts - Years 202 to 2021 and 2021 to 2022 and 2022 to 2023

Simple Accounts

## 1st Cherry Burton Scout Group

Financial Results for the Year Ended

31 March 2023

	2022/23	2021/22	2020/21
	£	£	£
<b>Income</b>			
Subs	7,449.00	5,730.50	1788.25
Camp Monies	4,473.90	1,045.00	0
Austria	13,545.00	0.00	0
Activity Income	3,393.13	1,350.50	0
Fundraising	106.45	51.07	0
Grants & Donations	2,062.09	0.00	372.63
Uniform sales	0.00	1,010.78	0
Other Income	800.60	165.58	0
Bank Interest	0.00	0.12	1.43
<b>Total Income</b>	<b>31,830.17</b>	<b>9,353.55</b>	<b>2162.31</b>
<b>Expenses</b>			
Membership Fees	3,560.00	3,363.00	1111.5
Camp Costs	5,298.91	262.65	0
Austria	10,415.00	0.00	0
Activity Costs	3,700.17	1,012.05	0
Activity consumables	1,691.96	1,931.91	502.14
Equipment	3,883.05	340.26	205.64
Fundraising Costs	100.00	10.18	0
Admin Costs	877.07	412.32	137.14
Room Hire	940.00	918.00	88
Uniform / Neckers	0.00	1,983.38	58.28
Badges	98.17	298.31	118.04
Other Costs	183.24	77.32	97
<b>Total Expenses</b>	<b>30,747.57</b>	<b>10,609.38</b>	<b>2,317.74</b>
<b>Net Gain/(Deficit) for the Year</b>	<b>1,082.60</b>	<b>(1,255.83)</b>	<b>(155.43)</b>
<b>Opening Funds</b>			
Cash in hand	388.30	203.70	0
Current Account	4,192.35	3,145.49	5981.73
Savings Account(s)	0.00	2,477.11	0
<b>Total Opening</b>	<b>4,580.65</b>	<b>5,826.30</b>	<b>5,981.73</b>
<b>Movement in Year</b>	<b>1,082.60</b>	<b>(1,255.83)</b>	<b>(155.43)</b>
<b>Closing Funds</b>			
Cash in Hand	29.50	388.30	203.7
Current Account	5,721.12	4,192.35	3145.49
Savings Account(s)	0.00	0.00	2477.11
<b>Total Closing</b>	<b>5,750.62</b>	<b>4,580.65</b>	<b>5,826.30</b>
<b>Representing</b>			
General Funds	5,025.62	4,293.00	5,826.30
Ring-fenced funds	725.00	287.65	
	<b>5,750.62</b>	<b>4,580.65</b>	<b>5,826.30</b>

### Notes to the Accounts:

	£	£
Uncashed cheque 21/22 recorded as "other income"	788	
Overpayments for Austria	725.00	