

# Trustees' Annual Report

For the period

From (start date) 

|   |   |   |   |   |   |
|---|---|---|---|---|---|
| 0 | 1 | 0 | 4 | 2 | 3 |
|---|---|---|---|---|---|

 to end date 

|   |   |   |   |   |   |
|---|---|---|---|---|---|
| 3 | 1 | 0 | 3 | 2 | 4 |
|---|---|---|---|---|---|

## Section A

## Reference and administration details

Charity name

Third Timperley Boy Scout Group

Other names the charity is known by

Third Timperley Scout Group

Registered charity number (if any)

5 2 0 1 5 4

HQ registration number

Charity's principal address

Lyburn Hall, Brook Lane, Timperley, Altrincham

Postcode W A 1 5 6 R H

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 | Jennifer Heggie | Chair           |                                   |
| 2 | Rebecca Bradley | Secretary       |                                   |
| 3 | Tanya O'Toole   | Treasurer       | From 19/03/24                     |

**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 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 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 the Chair, Treasurer and Secretary and meets every 6 months.

Members of the Trustee Board complete Being a Scouts Trustee learning within the first 6 months of joining the Board.

This Group Trustee Board exists to make sure the charity is well-managed, risks are assessed and mitigated, buildings and equipment are in good working order, and everyone follows legal requirements and the organisation's policies and rules. Their support helps other volunteers run high-quality and safe programmes that gives young people skills for life.

**Section B****Structure, governance and management (continued)****Risk and Internal Control**

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. 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. The Group is primarily reliant upon income from subscriptions and room hire. 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.

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 4 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.

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   |
|---|---|
| <p>Summary of the objects of the charity set out in its governing document</p>  | <p><b>The Purpose of Scouting</b><br/>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><br/>As Scouts we are guided by these values:<br/> <b>Integrity</b> - We act with integrity; we are honest, trustworthy and loyal.<br/> <b>Respect</b> - We have self-respect and respect for others.<br/> <b>Care</b> - We support others and take care of the world in which we live.<br/> <b>Belief</b> - We explore our faiths, beliefs and attitudes.<br/> <b>Co-operation</b> - We make a positive difference; we co-operate with others and make friends.</p> <p><b>The Scout Method</b><br/>Scouting takes place when young people, in partnership with adults, work together based on the values of Scouting and:<br/> - enjoy what they are doing and have fun<br/> - take part in activities indoors and outdoors<br/> - learn by doing<br/> - share in spiritual reflection<br/> - take responsibility and make choices<br/> - undertake new and challenging activities<br/> - make and live by their Promise.</p> |
| <p>Summary of the main activities in relation to these objects</p>  | <p>Across all of the groups, a range of varied activities are planned weekly. On top of this additional activities are also planned as well as camps.</p>   |
| <p>Additional details of the objectives and activities (optional information but encouraged as best practice)</p>   |   |
| <p>You <b>may choose</b> to include further statements, where relevant, about:</p> <ul style="list-style-type: none"> <li>• policy on grantmaking;</li> <li>• contribution made by volunteers;</li> <li>• policy on investments.</li> </ul> | <p>The group is entirely run by volunteers and relies on them to ensure the smooth running of the Group as well as providing the Group sessions for the members.</p> <p>There is a fundraising committee and they apply for suitable grants for the Group depending on the Group's requirements.</p> <p>At present the Group does not have an investment policy though they do have a savings account which they use to invest some of their reserves. This is an area we wish to pursue further as we have a substantial reserve.</p>  |
| <p>Public benefit statement</p>   | <p>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.</p>   |

**Section D****Achievements and performance**

Summary of the main achievements of the charity during the year

During the year we have been successful in increasing members as well as increasing the amount of hut hire that we have which generates vital funds for the Group.

This has allowed us to run a fun and varied programme for the Group members. We have increased the amount of badge work within sessions which the Group members have thoroughly enjoyed.

We also held a coronation party which was enjoyed by all who attended and generated £645 in funds.

**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 3 months running costs, circa £4.6k.

The Group held reserves of approximately £31.7k against this at year end. This is above the level required for operating expenses. This is due to the issues we have had with the bank and assessing funds. We are going to review the use of

Details of any funds materially in deficit

Currently, the Group has no liabilities.

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**

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 risk averse strategy to the investment of its funds. All funds are held in cash using only mainstream banks or building societies.

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

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 considers the cash flow requirements.

- investment policy and objectives;

**Principle sources of funds**

Currently, the Groups principle sources of funds are from Group membership subs and room hire.

**Section F****Other Optional Information**

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

Over the next 12 months we hope to open a new bank account with access to online banking and apply for Gift Aid.

We are also looking at ways and grant funding to make

**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)

|  |  |
|--|--|
|  |  |
|--|--|

Position (eg Secretary, Chair)

|  |  |
|--|--|
|  |  |
|--|--|

Date

|   |   |   |   |   |   |
|---|---|---|---|---|---|
| D | D | M | M | Y | Y |
|---|---|---|---|---|---|

**3rd Timperley Scout Group**  
**Registered Charity No. 520154**

|                          | <b>23/24</b>            | <b>22/23</b>            |
|--------------------------|-------------------------|-------------------------|
| <b>INCOME</b>            |                         |                         |
| Section Contributions    | 11,768.50               | 8,731.18                |
| Bank Interest            |                         | 3.89                    |
| Donations                | 42.34                   | 1,527.86                |
| Grants                   | 500.00                  |                         |
| Events                   | 13,011.67               | 479.82                  |
| Fundraising events       | 645.76                  | 15.85                   |
| Room Hire                | 8,143.00                | 6,050.89                |
| Other income             | 390.00                  |                         |
| <b>Total Income</b>      | <b><u>34,501.27</u></b> | <b><u>16,809.49</u></b> |
| <b>EXPENDITURE</b>       |                         |                         |
| Bank Charges             | 65.20                   | 66.80                   |
| Building Maintenance     | 961.62                  | 948.84                  |
| Capitation               | 4,888.00                | 2,729.75                |
| Dragons Expenditure      | 15,485.57               |                         |
| Equipment                | 878.93                  | 1,291.88                |
| Event Fees               | 50.00                   | 335.20                  |
| General                  |                         | 69.00                   |
| Heating and Lighting     | 1,369.20                | 2,014.98                |
| Insurance                | 813.94                  | 892.68                  |
| Roof Loan repayments     |                         | 2,500.00                |
| Section Expenditure      | 4,340.18                | 437.43                  |
| Water                    | 677.75                  | 224.65                  |
| <b>Total Expenditure</b> | <b><u>29,530.39</u></b> | <b><u>11,511.21</u></b> |
| <b>Surplus</b>           | <b><u>4,970.88</u></b>  | <b><u>5,298.28</u></b>  |
| <b>CASH IN HAND</b>      |                         |                         |
| Current Account          | 30,671.34               | 12,242.64               |
| Savings Account          | 1,054.67                | 1,036.80                |
| Cash in hand             | -                       | 32.23                   |
| Accruals                 | (2,821.97)              |                         |
|                          | <b><u>28,904.04</u></b> | <b><u>13,311.67</u></b> |

# Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the trustees

Charity Name  
Third Timperley Boy Scout Group

On accounts for the year ended

31/03/2024

Charity no  
(if any)

5 2 0 1 5 4

Set out on pages

1 (additional sheet)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/03/2024.

Responsibilities and basis of report

As the charity's trustees, 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 Trust's 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 which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

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:

*Tom Townson*

Date:

05/11/2024

Name:

THOMAS TOWNSON

Relevant professional qualification(s) or body (if any):

ACA, ICAEW

Address:

HEATH,  
STOCKPORT,

