

# Trustees' Annual Report

For the period

From (start date) 

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 to end date 

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**Section A Reference and administration details**

Charity name 

<b>3rd Poole Sea Scout Group</b>
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Other names the charity is known by 

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Registered charity number (if any) 

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HQ registration number 

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Charity's principal address 

<b>Edith Lyle Hall</b>							
<b>West Quay Road</b>							
<b>Poole</b>							
Postcode	B	H	1	5	1	J	F

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	Mark Hockey	Chair	
2	David Chamberlain	Secretary	
3	Angela Marsh	Treasurer	
4	Anthony Dakin	Lead Volunteer	
5	Jill Bailey	Trustee	
6	Marsha Magnin	Trustee	
7	Carol Stewart	Trustee	
8	Bradley Young	Trustee	
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
Independent Examiner	Jenifer Richardson FCA FCCA	32 Award Road Wimborne BH21 7NT

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 and the Group's Constitution.

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 and the Group's Constitution.

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, Secretary and 5 Trustees including the Lead Volunter and meets every 3 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.

**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.

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 becoming a cashless group, the requirement of two signatories for all payments and 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	<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:  <b>Integrity</b> - We act with integrity; we are honest, trustworthy and loyal.  <b>Respect</b> - We have self-respect and respect for others.  <b>Care</b> - We support others and take care of the world in which we live.  <b>Belief</b> - We explore our faiths, beliefs and attitudes.  <b>Co-operation</b> - 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>
Summary of the main activities in relation to these objects	<p>Activities undertaken to meet the above objectives include:</p> <ul style="list-style-type: none"> <li>- Varied and engaging planned program of activities</li> <li>- Participation in District Events</li> <li>- Supervised use of boats during the summer months, increasing number of sessions with sections</li> <li>- Organisation of Group and Section Camps</li> <li>- Promote leadership in each section</li> <li>- Actively encourage participation in badgework including Chief Scout Awards</li> </ul>
Additional details of the objectives and activities (optional information but encouraged as best practice)	
<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>As a Group we actively seek monetary grants from various Trusts and Organisations, including The Royal Navy, The Hugh Insley Fox Trust, to enable the Group to improve and update equipment and facilities.</p> <p>In addition to the help we get from parents during meetings, some volunteer to help with maintenance of both the hall, boats and boating equipment thus saving the Group considerable expense.</p> <p>This year the Group became RYA accredited which enables the Group to run RYA training courses for our members and members of the wider Scout community.</p>
Public benefit statement	<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

The Group has a relatively large membership consisting of two Beaver Colonies, two Cub Packs and three Scout Troops.

The Group have actively managed to get all sections on the water in a variety of craft including sailing, kayacking and power boating, weather permitting.

The Group continues to provide scouting skills to all members in Beaver, Cubs and Scout Sections. We again held a Group Camp in September, providing the opportunity for teamwork between sections on various activities and during leisure time.

The Group continues to maintain scheduled boat maintenance during the winter months which has also included updating and servicing some of our equipment and boats.

The Group is actively putting into practice the Aims and Objectives of the Scout Association.

**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 to cover the running costs of both the Hall and equipment as well as enable the implementation of the five year strategic plan with regards maintaining and replacing of boats, equipment and buildings.

Quantify and explain any designations

The Group held reserves of approximately £20,000 as agreed by the Trustee Board in June 2023 and stated in the Finance Policy.

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

None

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 and objectives;

**Investment Policy**

The Group does not have sufficient funds to invest in longer term investments. 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.

Purchase and servicing of both land and water equipment to maintain high standards of safety.

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

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

The Group have actively sought fundraising and grants to replace, refurbish and maintain all assets both land and water based.

At present funds are being raised to continue to fulfil the next stage in our long term strategic plan in order to give our young people the best facilities and equipment that we can offer.

**Section G****Declaration**

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

Signed on behalf of the charity's trustees

Signature(s)

	
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Full name(s)

Mark Hockey	Angela Marsh
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Position (eg Secretary, Chair)

Chair	Treasurer
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Date

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## Receipts and payments accounts

For the period from	01/04/2024	To	31/03/2025
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### Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
Donations	2,079	-	-	2,079	108
Gift Aid	7,569	-	-	7,569	2,028
Grants	8,000	-	-	8,000	2,500
Membership Subscriptions	30,194	-	-	30,194	22,724
RYA Publications and Courses	2,897	-	-	2,897	16,403
Scouting Activities and Uniform	6,682	-	-	6,682	5,816
Hall Hire	5,959	-	-	5,959	5,218
Boat Income	500	-	-	500	1,735
Fundraising Activities	80	-	-	80	163
Bank Interest	267	-	-	267	296
<b>Sub total (Gross income for AR)</b>	<b>64,227</b>	<b>-</b>	<b>-</b>	<b>64,227</b>	<b>56,991</b>
<b>A2 Asset and investment sales, (see table).</b>					
Sale of Assets	-	-	-	-	5,220
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>5,220</b>
<b>Total receipts</b>	<b>64,227</b>	<b>-</b>	<b>-</b>	<b>64,227</b>	<b>62,211</b>
<b>A3 Payments</b>					
Scouting Activities and Uniform	12,021	-	-	12,021	14,359
Boat Fuel, Equipment and Maintenance	4,436	-	-	4,436	8,258
Boat Moorings and Harbour Dues	3,322	-	-	3,322	2,003
Scout Equipment and Maintenance	2,001	-	-	2,001	708
Building Equipment and Maintenance	1,339	-	-	1,339	6,381
RYA Publications and Courses	4,985	-	-	4,985	10,221
Membership Subscriptions (National/County/Area/District)	4,370	-	-	4,370	-
Printing, Stationery, IT and Website	688	-	-	688	1,047
Cleaning and Refuse	2,422	-	-	2,422	2,538
Storage Facilities	2,832	-	-	2,832	1,424
Utilities Expenditure	4,012	-	-	4,012	4,087
Accountancy and General Subscription	1,707	-	-	1,707	607
Training courses	763	-	-	763	-
Insurance	2,437	-	-	2,437	2,312
Finance Charges and Fees	1,696	-	-	1,696	1,261
	-	-	-	-	-
<b>Sub total</b>	<b>49,031</b>	<b>-</b>	<b>-</b>	<b>49,031</b>	<b>55,206</b>
<b>A4 Asset and investment purchases, (see table)</b>					
Asset Purchases	7,164	-	-	7,164	7,350
<b>Sub total</b>	<b>7,164</b>	<b>-</b>	<b>-</b>	<b>7,164</b>	<b>7,350</b>
<b>Total payments</b>	<b>56,195</b>	<b>-</b>	<b>-</b>	<b>56,195</b>	<b>62,556</b>
<b>Net of receipts/(payments)</b>	<b>8,032</b>	<b>-</b>	<b>-</b>	<b>8,032</b>	<b>- 345</b>
<b>A5 Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>19,621</b>	<b>-</b>	<b>-</b>	<b>19,621</b>	<b>19,966</b>
<b>Cash funds this year end</b>	<b>27,653</b>	<b>-</b>	<b>-</b>	<b>27,653</b>	<b>19,621</b>

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

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B1 Cash funds</b>	Current Account	12,686	-	-
	Deposit Account	13,648	-	-
	Petty Cash	1,319	-	-
	<b>Total cash funds</b>	<b>27,653</b>	<b>-</b>	<b>-</b>
	(agree balances with receipts and payments account(s))			



Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B2 Other monetary assets</b>	Amounts Receivable	-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B3 Investment assets</b>			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B4 Assets retained for the charity's own use</b>	Land and Buildings		108,608	-
	Hall Assets		1,115	-
	Boating Assets		71,545	-
	Scouting Equipment		7,115	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
<b>B5 Liabilities</b>			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
	MATCHA A HOCKEY	01/10/2025
	ANGELA MARSH	01/10/2025



**Section A**

**Independent Examiner's Report**

**Report to the trustees/  
members of**

**3<sup>rd</sup> Poole Sea Scout Group**

**On accounts for the year  
ended**

31<sup>st</sup> March 2025

**Charity no  
(if any)**

900283

**Set out on pages**

1-8(

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **31 / 03 / 2025**.

**Responsibilities and  
basis of report**

As the charity trustees of the Trust, 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 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:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

**Signed:**

**Date:**

24<sup>th</sup> January 2026

**Name:**

Jenifer Richardson

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

FCA FCCA DChA

**Address:**

32 Award Road

Wimborne

Dorset BH21 7NT