

# Trustees' Annual Report

For the period

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From (start date)

**Section A Reference and administration details**

1st Strabane Scout Group

Charity name

Other names the charity is known by

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Registered charity number (if any)

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HQ registration number

3 Patrick Street							
Strabane							
Co, Tyrone							
Postcode	B	T	8	2	8	D	G

Charity's principal address

Names of the charity trustees who manage the charity

Trustee Name	Office (if any)	Dates acted if not for whole year
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Stephen Birkett	Chairman	
Cordner Stuart	Treasurer	
Claire Clyde	Secretary	
Tim Jenkins	Scout Leader	
June Egelund-Jenkins	Assistant Scout Leader	
Aislin McEntee	Assistant Cub Leader	
Sharon Wray	Assistant Beaver Leader	
Heather Sproule- Foy	Parent Representative	
Caroline McDonnell	Parent Representative	
Canon George Irwin	Chaplain	
Anne Smith	Group Lead Volunteer	

Names and addresses of advisers (optional information but encouraged as best practice)

Type of advisor	Name	Address

Description of the charity's trusts

How the charity is constituted

Type of governing document

(e.g. trust, association, company)

Trustee selection methods

**Section B**

**Structure, governance and management**

(e.g. trust deed, constitution)

(e.g. appointed by, elected by) 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.

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

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)

The Group is managed by Trustees, 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.

The Trustees consist of 3 independent representatives, Chair, Treasurer and Secretary together with the Group Lead Volunteer, individual section leaders (if opted to take on the responsibility) and parent's representation and meets every 2 months.

Trustee Group exists to support the Group Lead Volunteer 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.

**Group's assets are the Scout Hall, sum insured £300,000 and camping equipment sum insured £1,000**

You may choose to include additional information, where relevant, about:

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

**Risk and Internal Control**

The Scout Group Trustees have 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 Association's 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 Committee 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 in the group as a whole, then there would have to be a contraction, consolidation or closure of a section. In 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 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 comprehensive insurance policies to ensure that insurable risks are covered.

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 cooperate 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.

In 2023/ 2024, Scouts followed a varied programme of projects for badges, and outdoor pursuits, including hikes and camping. Digital hub in Scout Hall facilitated online research and communication with other Scout Groups.

Beavers and Cubs completed Challenge, Staged Skills, and Activity badges. Beavers visited the local veterinary surgery and donkey sanctuary to earn animal care badge.

Cubs were shown around Strabane PSNI Station and sang carols in Greenfield residential home. They also joined Scouts for annual hike in Strabane Glen.

Updates of the Group's activities are regularly posted on 1<sup>st</sup> Strabane Scout Group Facebook page.

Summary of the main activities in relation to these objects

Additional details of the objectives and activities (optional information but encouraged as best practice)

Membership subscriptions are collected in advance per term to cover Capitation fees paid in March each year.

Annual EA grant covers hall insurance, electricity, and water charges.

Additional grants applied for in the 2023/24 financial period were spent on transport for outdoor activities in Gortin Glen and Oakfield Park, also camping equipment for Scouts.

You **may choose** to include further statements, where relevant, about:

- policy on grant making;
- contribution made by volunteers • policy on investments.

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.

Public benefit statement

#### **Section D**

#### **Achievements and performance**

Total of 31 members in three sections enjoyed quality scouting throughout 2023/24 financial year. This can be seen in the range of badges on members' uniforms.

Five older scouts were presented with their Chief Scout Gold Award at Belfast City Hall in January 2024

Scout digital hub is proving to be a wonderful asset for all sections in advancement of their education and the advancement of citizenship.

Trustees have maintained the Scout Hall to a high standard of health and safety, made possible with fundraising events organised by Scouts themselves, and supported by local community.

Summary of the main achievements of the charity during the year

**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. Group Trustees consider that the group should hold a sum equivalent to 12 months running costs, circa £1,500.

The Group held reserves of approximately £2,000 against this at year end.

1<sup>st</sup> Strabane Scout Group Trustees consider the Group to be financially viable.

Quantify and explain any designations

No material deficits.

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

Further financial review details (optional information)

**Investment Policy**

The Group's Income and Expenditure is 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.

You **may choose** to include additional information, where relevant, about:

- the charity's principal sources of funds (including any fundraising);

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 Executive considers the cash flow requirements.

**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.

- how expenditure has supported the key objectives of the charity;
  
- investment policy and objectives

**Section F Other Optional Information**

Apply for grants to enhance Scouting opportunities for all members.

Continue to fundraise with coffee mornings, hamper raffles, and sale of second-hand uniforms to maintain upkeep of Scout Hall.

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

**Section G Declaration**

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

Signed on behalf of the charity's trustees

<i>Anne Smith</i>	
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Signature(s)

Elizabeth Anne Smith	
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Full name(s)

Group Lead Volunteer	
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Position (eg Secretary, Chair)

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Date