

# Trustees' Annual Report for the period

<b>From</b>	Period start date			<b>To</b>	Period end date		
	Day 01	Month April	Year 2014		Day 31	Month 03	Year 2015

## Section A Reference and administration details

<b>Charity name</b>	1st Sid Vale (Sidmouth) Scout Group
<b>Other names charity is known by</b>	Sidmouth Scout Group
<b>Registered charity number (if any)</b>	301076
<b>Charity's principal address</b>	c/o Gareth Hughes
	Griggs Lane Regis Lodge
	Sidmouth, Devon
	EX10 9QF

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

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Gareth Hughes	Chairman		Nancy Craven - Group Scout Leader
2	Nancy Craven	Group Scout Leader		John Jarvis (Acting District Commissioner)
3	Mike Cook	Treasurer		Scout Group Council
4	Denese Molyneux	Acting Secretary	Up to October 2014	Scout Group Council
5	Brian Manwaring	Facilities Manager		Scout Group Council
6	Chris Stone	Events Assistant		Nominated by Exec Committee
7	Louis Hill	Facilities Assistant		Nominated by Exec Committee
8	Barry Morton	Events Manager		Scout Group Council
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**Names of the trustees for the charity, if any, (for example, any custodian trustees)**

Name	Dates acted if not for whole year
Rob Speers	
Mike Palmer	
Chris Dunford	
Andy Mitchell	
Lee Sowden	

**Names and addresses of advisers (Optional information)**

Type of adviser	Name	Address

**Name of chief executive or names of senior staff members (Optional information)**

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**Section B Structure, governance and management**

**Description of the charity's trusts**

Type of governing document (eg. trust deed, constitution)	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 (POR) of The Scout Association.
How the charity is constituted (eg. trust, association, company)	The Group is a trust established under rules which are common to all Scouts. It is also a Registered Charity in its own right, number 301076
Trustee selection methods (eg. 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)**

You <b>may choose</b> to include additional information, where relevant, about: <ul style="list-style-type: none"> <li>• policies and procedures adopted for the induction and training of trustees;</li> <li>• the charity's organisational structure and any wider network with which the charity works;</li> <li>• relationship with any related parties;</li> <li>• trustees' consideration of major risks and the system</li> </ul>	<p>The Group is managed, in accordance with Scout Association POR, by the Group Executive Committee, 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.</p> <p>The Committee consists of the Chairman, Treasurer and Secretary together with the Group Scout Leader, and up to 4 other members and meets at least every 2 months.</p> <p>Of 4 other members half are appointed by the Group Council and the other half are nominated by the Group Scout Leader and approved by the Group Council, both at the AGM.</p>
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and procedures to manage them.

The Executive Committee exists to support the Group Scout Leader in meeting the responsibilities of the appointment and is responsible for:

- The maintenance of Group property
- The development of the Group
- The training of leaders and administrators
- 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

#### **Risk and Internal Control**

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 policy to ensure that insurable risks are covered.

## **Section C**

## **Objectives and activities**

### **Objectives and activities**

The objectives of the Group are as a unit of the Scout Association.

The Aim of The Scout Association is to promote the development of young people in achieving their full physical, intellectual, social and spiritual potentials, as individuals, as responsible citizens and as members of their local national and international communities.

The method of achieving the Aim of the Association is by providing an enjoyable and attractive scheme of progressive training, based on the Scout Promise and Law and guided by adult leadership.

In the 1st Sid Vale Scout Group our objectives are currently as follows:

- To make quality Scouting available to every young person in the catchment area of the Group, regardless of gender, race, ethnicity, religion or disability
- To offer the opportunity for young people aged 6 to 25 to progress through the Scout sections in a clearly identifiable way, either within the Group, or through formal arrangements with other Scout Groups and District and County led provisions
- To continually quality assure the quality of Scouting in the Scout Group
- To continuously recruit and retain adult leaders and helpers
- To maintain a quality programme of adult training and development
- To build strong teams of adults who will deliver the Group's objectives

### **Summary of the objects of the charity set out in its governing document**

### **Public benefit**

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.

**Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)**

In planning our activities for the year we kept in mind the Charity Commission guidance on public benefit at our trustee meetings.

Membership of the Scout Association, and therefore of the Group, is open to all no matter what their background, faith, gender, or personal circumstances. Subscriptions payable to the Group are minimal and no young person would be prevented from joining if they were unable to pay this subscription.

Grants are available to assist all young people to fully participate in all activities.

### **Additional details of objectives and activities (Optional information)**

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

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

**Summary of the main activities in relation to these objects**

**Activities and Achievements**

Over the course of the year the number of young members in the Group has grown. We continue to have strong Leader/Helper teams in Cubs and Scouts, but although we have no shortage of committed parent Helpers in Beavers we are still struggling to recruit a Beaver Leader. Indeed if we could recruit enough Beaver Leaders we have enough children on our waiting list to create a second Beaver Colony.

Our weekly section meetings continue to offer youngsters a wide and varied programme of “everyday adventurous” activities, in line with the programme guidelines produced by the Scout Association. Cubs and Scouts have been involved in a number of camps and these have involved parents in the camping experience. Our Young Leader numbers are growing and they are becoming a highly valued component of the Group, enriching the experiences of Beavers, Cubs and Scouts and enjoying their own programme too.

**Beavers**

*Our Beavers have been focussing on 3 challenge badges this year : Outdoor, Creative and Promise. Activities have included Beavers doused in water by a fire engine up at The Field, making their own rain maker musical instruments and doing their bit for the community by picking up litter in The Byes.*

*We have a full Colony and a list of youngsters wishing to join – so we continue our search for a new Leader. However, our helper team are amazing – we have 4 people who come every week and a team of Young Leaders who bring energy, enthusiasm and great ideas too.*

*We haven't managed to offer a camp this year – so this is something we are keen to plan into the programme next year.*

*Beavers have also made a great contribution to our fundraising efforts this year – making a considerable contribution to our shoeshine and Christmas Car parking rotas – their charm when handing out baskets has definitely added to our success.*

*A number of Beaver Scouts successfully completed the highest award, the Chief Scout's Bronze Award during the year. Well done!*

**Cubs**

*Our two Cub Packs continue to flourish – with an average membership across the year of 30 in each Pack. The Cubs have been out and about a lot this year and are now based at the Salcombe Regis Field all year round – made possible by installation of electricity at the Hut. The two packs plan their programmes together – to make the most of ideas and resources - and have done several activities involving both Packs including a very successful pirate Camp!*

*Several Cubs achieved their Silver Chief Scout Award and several have represented the Group in the County Shield and swimming competition – our team came second!*

*Our Leader/Helper teams have seen some changes recently with Adam Baker moving on and Ian Fletcher and Grant Smith joining us.*

### **Scouts**

*Last year we saw a surge in numbers in the Scout Troop, but this has settled to a more manageable 35 – 40 regulars along with a small but growing number of Young Leaders who have their own programme as well as helping to run the Scout Programme.*

*We have found that families struggle to commit to a whole week's camp so we have chosen to offer several shorter camps this year – much enjoyed by the youngsters and the leaders! Activities have included orienteering, emergency night, midnight hikes, joining in with JOTA, camp cooking, survival night and lots more!*

*During the year our Young Leaders have worked to build a wood fired pizza oven – much enjoyed by all the sections and very impressive on our Group family activity day.*

## **Section E**

## **Financial review**

### **Brief statement of the charity's policy on reserves**

#### **Reserves**

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 Executive Committee considers that the Group should hold a sum at least equivalent to 12 months running costs, circa £12,000.

In addition to this this the Scout Group has commenced a project of providing a new build Group Scout HQ. Funds for this are anticipated to be provided from the proposed sale of its current Scout Hut at Manor Rd, the sale of land owned at Littlecombe Shute, funds that have been ring fenced within the Group funds, and from funds that are being raised from within the local the community in our "New build campaign", and from the making of funding/grant applications.

### **Details of any funds materially in deficit**

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 and objectives including any ethical investment policy adopted.

The Group raises money through three main routes, Firstly a termly subscription by the young people who are members. Subscriptions are collected by each section, and currently amount to £30 per term. Of this approx. £10 is held for payment of the Scout Association's annual membership fee of around £30 per year in 2014-15. We encourage our parents to use Gift Aid on subscriptions. Secondly we hold regular fundraising events in our community i.e. twice yearly jumble sales, a summer fete, a folk dance evening being our main events. Finally e have also had success in receiving funds from grant providers and other donators.

The Group Executive 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. During this period a sum of approx £11300 has been held in a NS&I savings account which provided both a higher rate of interest and instant access.

## Section F Other optional information

None
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## Section G Declaration

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

Signed on behalf of the charity's trustees

<b>Signature(s)</b>		
<b>Full name(s)</b>	Gareth Hughes	
<b>Position (eg Secretary, Chair, etc)</b>	Group Chair	
<b>Date</b>		

# 1st Sid Vale Scout Group

## Statement of Financial Activities for the year ended 31.03.15

	2015 General Funds	2015 Restricted Funds	2015 Total	2014 Total
	£	£	£	£
<b>TOTAL INCOMING RESOURCES</b>	40,737	85	40,822	66,305
<b>TOTAL RESOURCES EXPENDED</b>	<u>58,962</u>	<u>11,074</u>	<u>70,036</u>	<u>46,357</u>
<b>NET INCOMING (OUTGOING) RESOURCES</b>	<u>-18,224</u>	<u>-10,989</u>	<u>-29,213</u>	<u>19,948</u>
Gains (losses) on investment assets				
Realised				
Unrealised				
Revaluation of tangible fixed assets				
<b>NET MOVEMENT IN FUNDS</b>				
<b>FUND BALANCES BROUGHT FORWARD</b>	<u>34,611</u>	<u>22,436</u>	<u>57,047</u>	<u>37,099</u>
<b>FUND BALANCES CARRIED FORWARD</b>	<u>16,387</u>	<u>11,447</u>	<u>27,834</u>	<u>57,047</u>

# 1st Sidvale Scout Group

## Statement of Financial Activities for the year ended 31.03.15

	2015 General Funds	2015 Restricted Funds	2015 Total	2014 Total
Budget £	£	£	£	£
<b>INCOMING RESOURCES</b>				
Membership Subscriptions	8,246		8,246	8,751
Less: Payable	4,334		4,334	4,738
	<u>3,912</u>	<u>0</u>	<u>3,912</u>	<u>4,013</u>
Donations, Legacies and similar resources	8,904		8,904	17,640
	<u>12,816</u>	<u>0</u>	<u>12,816</u>	<u>21,653</u>
<b>INCOME FROM ACTIVITIES</b>				
<b>For Generating Funds</b>				
Jumble Sales	1,983		1,983	2,291
Shoe Shine	1,347		1,347	1,785
Fete/Raffle	1,726		1,726	2,255
Other	2,650		2,650	2,672
	<u>7,706</u>	<u>0</u>	<u>7,706</u>	<u>9,003</u>
<b>NEW BUILDING FUNDING</b>				
Fundraising	4,088		4,088	11,953
Donations	16,125		16,125	23,610
	<u>20,213</u>	<u>0</u>	<u>20,213</u>	<u>35,563</u>
<b>INVESTMENT INCOME</b>				
Bank Interest	2	0	2	1
National Savings Interest	0	85	85	85
	<u>2</u>	<u>85</u>	<u>87</u>	<u>85</u>
<b>TOTAL INCOMING RESOURCES</b>	<u><b>40,737</b></u>	<u><b>85</b></u>	<u><b>40,822</b></u>	<u><b>66,305</b></u>

# 1st Sidvale Scout Group

## Statement of Financial Activities for the year ended 31.03.15

	2015 General Funds	2015 Restricted Funds	2015 Total	2014 Total
Budget £	£	£	£	£
<b>RESOURCES EXPENDED</b>				
<b>PREMISES</b>				
Rent	268		268	413
Utilities	1,880		1,880	2,146
Insurance	3,944		3,944	3,068
Repairs and Renewals	2,067		2,067	2,645
New Building	39,683	11,074	50,757	20,085
	<u>47,842</u>	<u>11,074</u>	<u>58,916</u>	<u>28,357</u>
<b>ACTIVITIES</b>				
PGL Activities	0		0	9,134
Minibus and Vehicle Hire	2,005		2,005	1,938
Camps & Activities	4,053		4,053	3,321
	<u>6,058</u>	<u>0</u>	<u>6,058</u>	<u>14,393</u>
<b>FUNDRAISING EXPENSES</b>				
Jumble Sales	183		183	120
Fete	368		368	775
New Building	340		340	213
Other	135		135	93
	<u>1,026</u>	<u>0</u>	<u>1,026</u>	<u>1,201</u>
<b>ADMIN/ESTABLISHMENT EXPENSES</b>				
Administration costs	381		381	112
Legal fees	1,251		1,251	0
<b>OTHER EXPENDITURE</b>				
Miscellaneous	650		650	399
Uniform	1,754		1,754	1,895
<b>TOTAL RESOURCES EXPENDED</b>	<u><b>58,962</b></u>	<u><b>11,074</b></u>	<u><b>70,036</b></u>	<u><b>46,357</b></u>

# 1st Sid Vale Scout Group

## Assets and liabilities as at 31.3.15

Categories	Details	Unrestricted funds £	Restricted funds £
<b>CASH FUNDS</b>			
	Group savings account	2,253	
	Group current account	9,211	
	National Savings account		11,447
	New building account	2,406	
	Explorer account	1,794	
	Scouts account	277	
	Beavers account	396	
	Cubs account	50	
		16,387	11,447

### ASSETS RETAINED FOR THE CHARITY'S OWN USE

- Manor Road Scout Hall
- Activity Field Hut
- Littlecombe Shute land
- Mini-bus



# Independent Examiner's Report on the Accounts

Section A		Independent Examiner's Report	
Report to the trustees/members of	Charity Name 1st SID VALE SCOUT GROUP		
On accounts for the year ended	3 1 0 3 1 5	Charity no (if any)	
Set out on pages	1-4	<small>(remember to include the page numbers of additional sheets)</small>	
<b>Respective responsibilities of trustees and examiner</b>	The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed. It is my responsibility to: <ul style="list-style-type: none"><li>• examine the accounts under section 145 of the Charities Act,</li><li>• to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act), and</li><li>• to state whether particular matters have come to my attention.</li></ul>		
<b>Basis of independent examiner's statement</b>	My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.		
<b>Independent examiner's statement</b>	In connection with my examination, no matter has come to my attention (other than that disclosed below*): <ol style="list-style-type: none"><li>(1) which gives me reasonable cause to believe that in, any material respect, the requirements:<ul style="list-style-type: none"><li>• to keep accounting records in accordance with section 130 of the Charities Act;</li><li>• to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act have not been met; or</li></ul></li><li>(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.</li></ol> <p><i>* Please delete the words in the brackets if they do not apply.</i></p>		
Signed		Date	15/12/15
Name	DEAN FLETCHER		
Relevant professional qualification(s) or body (if any)	ACCA Qualified Accountant		
Address	20 WHITEWAY CLOSE WHIMPLE DEVON EX5 2TL		