

1st SURBITON (SEALION) SEA SCOUT GROUP TRUSTEES' ANNUAL REPORT FOR THE YEAR ENDED 31st MARCH 2020

CONSTITUTION

1st Surbiton "Sealion" Sea Scout Group is registered with the Charity Commissioners (No.303763) and is constituted by a Royal Charter dated 4th January 1912 as amended by supplementary charters dated 28th March 1949, 18th February 1959, 5 May 1967 and 19th July 1991. The Trustees present their Annual Report as under, together with the Annual Accounts as attached, for the year ended 31st March 2020. These have been prepared in accordance with the Trust Deed and the Charities Act 2011.

OBJECTS OF THE CHARITY

The object of the charity is promoting 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.

ACTIVITIES AND ACHIEVEMENTS

The Group continues to be managed by the Group Executive Committee, comprising both parents, parents of former members of the Group and leaders. This Committee continues to carry out and co-ordinate any fundraising activities, provide support for the leaders and activities and maintains links with stakeholders, including the Local Authority, community, schools and Church.

The level of income, expenditure and year-end financial position are in line with the expectation of the Trustees. The Group remains in an extremely healthy position financially, although we are now largely receiving gift aid in-year rather than receiving amounts owed from previous years. For the period reported on here, we received over £18k in owed gift aid from two previous years (last year none was received). We continue to expect income from this source to reduce in future years. This year, according to our accounts, we are reporting a small operating profit, despite significant expenditure on a safety boat, boating equipment as well as "one-off" costs associated with the 2019 Jamboree.

We typically break even on our costs through our income but being able to claim gift aid allows us to invest what we receive from that source, along with any surplus generated, in boating and other equipment. The income derived from gift aid and from subscriptions generally is wholly down to our strict overall control of our financial statements with the production of detailed monthly accounts and Lynda Bennett's organisation of income from Subscriptions. James Ayles continues to provide invaluable help by preparing and submitting the claims for gift aid from the information provided by the Treasurer and supplemented with information provided by Lynda.

In the last 12 months we have continued to make investments in boats and boating equipment, most notably a new safety boat.

The Group has continued to develop: it remains the second largest in the District. We continue to have children from outside the Group waiting to join virtually all sections if places become available in their age range, a situation likely to continue for the foreseeable future. Priority for places is always given to ensuring we can provide transition between the training sections for existing members. Each of the training sections has a very healthy number of members. We pass on enquiries to other groups in the District if we can't offer a place but they contacted us initially. We continue to provide a progressive programme through each of the age groups represented by the sections with the opportunity for a child aged nearly six to pass through the beavers, cubs, scouts and eventually explorer scouts.

1st SURBITON (SEALION) SEA SCOUT GROUP TRUSTEES' ANNUAL REPORT FOR THE YEAR ENDED 31st MARCH 2020 (continued)

The development of the young people is provided through the training scheme and by them learning various skills and gaining badges to show that they have reached the required standard in the skill or achievement. There are now over 100 badges that the young people can gain during their time in the Group, a number which increases annually.

The Group continues to run a series of activities for its own sections as well as taking part in any activities provided by the District. Scouters in the group also organise events on behalf of the District. Once again, the cub, scout and explorer sections either ran, or attended, very successful camps during the year. The cubs and beavers joined the scouts on two mornings to experience boating on the Thames. The beavers attended a District sleepover, and ran their own sleepover, as well as undertaking a full programme and attending District activity sessions.

Finally, the Group still has access to Raven's Ait for its boating activities. The management arrangements for the island now appear to have stabilised and we are receiving invoices for rent. The arrangement for our continued use of Ravens Ait continues from a lease granted through the Royal Borough of Kingston upon Thames, which we remain very grateful for, and is an integral part of the success of the scout and explorer scout sections of 1st Surbiton.

RESERVE POLICY

The Group Executive Committee's aim is to break even, covering all expenses and to have sufficient in reserve (£25,000 is our stated position) to cover wear and tear on equipment and to make sure we can cover any unexpected expense. We can comfortably exceed this situation.

RISK MANAGEMENT

The Trustees have examined the major risks which the charity faces and confirm that systems have been established to enable regular reports to be produced to them to lessen such risks.

TRUSTEES

The Group Executive Members are as follows:

Ian Appleford, Caroline Ayles, Lynda Bennett, Matthew Bennett (Treasurer), Penny Blundell, Simon Burrows, Dinyar Byramji, Niloufer Byramji, Dan Gibson, Roger Jones, Andrea Miller, Frieda Moore, Shane Murphy, Mark Nevins, Anne Oram (Secretary), Pippa Taylor (Chair).

STATEMENT OF TRUSTEES' RESPONSIBILITIES

Law applicable to charities in England & Wales requires trustees to prepare accounts for each financial year in view of it's size the charity is entitled to prepare accounts on the alternative receipts and payments basis.

The trustees are responsible for keeping accounting records which disclose with reasonable accuracy the financial position of the charity and which enable them to ensure that the accounts comply with the applicable law. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

1st SURBITON GROUP

1st SURBITON (SEALION) SEA SCOUT GROUP

ACCOUNTS FOR THE YEAR ENDED

31st MARCH 2020

Charity Registration Number: 303763

1st SURBITON (SEALION) SEA SCOUT GROUP

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1st SURBITON (SEALION) SEA SCOUT GROUP

TRUSTEES' ANNUAL REPORT

FOR THE YEAR ENDED 31st MARCH 2020

CHARITY CORRESPONDENT

Principal address: Mr R C Jones
76 Alexandra Drive
Surbiton
Surrey KT5 9AF

ACCOUNTANTS

Independent Examiner: Tim Brown ACA BA(Hons)
50 The Ridings
Surbiton
Surrey KT5 8HQ

BANKERS

National Westminster Bank plc
National Westminster Bank plc
10 Victoria Road
Surbiton
Surrey

Signed: Roger C Jones Group Executive Member

Matthew Bennett Group Treasurer

Dated:

1st SURBITON (SEALION) SEA SCOUT GROUP

RECEIPTS AND PAYMENTS ACCOUNT

FOR THE YEAR ENDED 31st MARCH 2020

	Notes		2020	2019
		Unrestricted	Restricted	Total
		£	£	£
RECEIPTS				
Subscriptions		41,634	-	41,634
Gift Aid (2 years)		18,348	-	18,348
Activities to further the Charity's objectives		-	-	-
Donatons and Grants	1	10,930	-	10,930
Activities to generate funds	2	4,972	-	4,972
Bank Interest		190	-	190
TOTAL RECEIPTS		76,074	-	76,074
PAYMENTS				
Payments for generating funds		-	-	-
Charitable payments:				
Grants Paid for District Membership		8,373	-	8,373
Charitable Activities	3	44,613	-	44,613
Support costs	4	14,842	-	14,842
Management and Administration	5	5,629	-	5,629
TOTAL PAYMENTS		73,457	-	73,457
NET RECEIPTS		2,617	-	2,617
Cash Funds as at 1st April 2019		54,387	-	54,387
Cash Funds as at 31st March 2020		57,004	-	57,004

1st SURBITON (SEALION) SEA SCOUT GROUP
STATEMENT OF ASSETS & LIABILITIES AS AT 31 MARCH 2020

	Unrestricted Funds £
CASH FUNDS	
National Westminster Bank plc	
Current account	100
Reserve Account	46,447
	<u>46,547</u>
Outstanding Cheques	(2,177)
COIF Charities Deposit Fund	12,634
	<u>57,004</u>

		B/Fwd	Movement	Transfer	C/Fwd
Unrestricted Fund	General Fund	23,387	2,617	-	26,004
Designated Funds	Boats Fund	6,000	-	-	6,000
	Maintenance Fund	25,000	-	-	25,000
	Tent Fund	-	-	-	-
	Minibus Fund	-	-	-	-
		<u>54,387</u>	<u>2,617</u>	<u>-</u>	<u>57,004</u>

Gift Aid

Gift Aid for 2017-18 and 2018-19 is reflected in these accounts but 2019-20 has not yet been claimed or reflected.

Liabilities

	Unrestricted Funds £
Independent Examiners Fee	245
	<u>245</u>

Signed on behalf of the Trustees

Roger C Jones
Group Executive Member

Matthew Bennett
Group Treasurer

Dated :

1st SURBITON (SEALION) SEA SCOUT GROUP

STATEMENT OF ASSETS & LIABILITIES AS AT 31 MARCH 2020

Assets Retained for Charity's own use

New Headquarters	£	
Lease 99 years from St Andrew & St Marks PPC	2,500	
Expenditure 2009/10	10,693	
Expenditure 2010/11	35,113	
Expenditure 2011/12	609	
Expenditure 2013/14 - Work Stations etc	1,059	
Expenditure 2013/14 - Computer Room	1,836	
Expenditure 2018/19 - Changing rooms on Island	7,104	
	<u>58,914</u>	
	Cost	Book Value
	£	£
Equipment Inventory		
Additions 2010/11	1,691	-
New van 2010/11	12,600	-
Additions 2011/12	610	61
Additions 2013/14 - Epson EB-925 LCD Projector	3,058	917
Additions 2013/14 - Stormhaven Tents etc	2,400	720
Additions 2013/14 - Patrol Dining Shelter	855	257
Additions 2013/14 - Contour Tables and Benches	1,075	323
Additions 2016/17 - Tents	730	438
Additions 2016/17 - Oars	773	464
Additions 2016/17 - Equipment	680	408
Additions 2017/18 - Gala Tent	2,900	2,320
Additions 2018/19 - Laser Equipment	6,974	6,277
Additions 2018/19 - Camp Assessories	2,391	2,152
Additions 2018/19 - Gala Tent	1,300	1,170
Additions 2018/19 - Waterproof Radio	869	782
	<u>38,906</u>	<u>16,288</u>
Boat Inventory		
Brought Forward (Fully Depreciated)	24,270	-
Assumed Disposed Off	(24,270)	-
Additions 2009/10	6,822	-
Additions 2010/11	21,499	-
Additions 2011/12	702	70
Additions 2012/13	8,196	1,639
Additions 2014/15 - Whitewater Canoes	8,903	3,561
Additions 2014/15 - Ribshop	7,279	2,912
Additions 2014/15 - Other	1,118	447
Additions 2017/18 - Oars	1,433	1,146
Additions 2017/18 - Canoes	2,461	1,969
Additions 2017/18 - Canoe Equipment	2,159	1,727
Additions 2017/18 - Boats (8)	4,028	3,222
Additions 2017/18 - New Whaly Boat	5,911	4,729
Additions 2018/19 - Whaly Boat 435	8,673	7,806
Additions 2018/19 - Boat Deposit	4,436	3,992
Additions 2019/20 - NewRib	17,743	17,743
	<u>101,363</u>	<u>50,964</u>
	<u>140,269</u>	<u>67,252</u>

1st SURBITON (SEALION) SEA SCOUT GROUP

NOTES TO RECEIPTS AND PAYMENTS ACCOUNT FOR THE YEAR ENDED 31st MARCH 2020

	2020 £	2019 £
RECEIPTS		
1 Donatons and Grants		
My Donate	-	1,592
General Donations	275	1,080
Hall Donations	4,155	4,160
Jack Petchey Awards	-	2,000
Scout Association Grant	5,000	-
Jamboree Donation - Essence	1,500	-
	<u>10,930</u>	<u>8,832</u>
2 Activities to generate funds		
Christmas Trees	360	875
Insurance Receipt	-	2,350
Miscellaneous Income	116	260
Parking Permits	550	575
Sealion Quiz	2,002	1,480
Sale of Boats and parts	1,500	1,600
Sale of Uniforms	444	758
Bag Packing	-	3,288
NWK Camp Surplus / 2018 : Transfer Scout Camp a/c	-	1,668
	<u>4,972</u>	<u>12,854</u>

NOTES TO RECEIPTS AND PAYMENTS ACCOUNT
FOR THE YEAR ENDED 31st MARCH 2020

	2020 £	2019 £
PAYMENTS		
3 Charitable Activities		
Boat Expenses	3,141	7,096
Boats (Items over £1,000 added to asset register)	17,743	13,109
Boat and Marine Insurance	3,532	3,510
Changing Rooms on Island (added to asset register)	-	7,104
Material for Boatshed	2,925	-
Donations	988	-
Equipment (items over £1,000 (2019 : £500) added to register)	3,030	12,350
Assisted Places Nawaka	-	428
Great River Race Entry Fee	-	658
Jamboree and Roveraway Donation	1,500	8,700
Scarves and Clothing	2,794	220
Scout Shop	1,000	2,000
WARSPITE Donation re M&S Bag Packing	-	1,414
Section Expenses		
Porpoise and Narwhal (Beavers)	1,735	960
Walrus (Cub-Scouts)	950	600
Dolphin (Cub-Scouts)	1,705	1,402
Troop (Scouts)	2,250	1,800
Explorers	1,320	1,120
	<u>7,960</u>	<u>5,882</u>
	<u>44,613</u>	<u>62,471</u>
4 Support costs		
HQ Expenses inc Maintenance	1,773	1,606
HQ Decoration	2,150	-
Minibus (Owned)	574	818
Minibus (RAKAT)(net of Section Contribution)	578	60
Commercial Vehicle Insurance	803	1,951
Ravens Ait Rent (Two Years to 31.3.20)	6,240	-
Utilities	2,724	1,670
	<u>14,842</u>	<u>6,105</u>
5 Management and Administration		
AGM	196	997
General Expenses (inc PPS)	785	1,033
Independent Examiners Fees	240	220
Insurances (Property & Equipment)	2,147	712
Telephone	1,235	-
Training	1,026	131
	<u>5,629</u>	<u>3,093</u>

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES/MEMBERS OF

1st SURBITON (SEALION) SEA SCOUT GROUP

I report on the accounts of the 1st Surbiton (Sealion) Sea Scout Group (Charity no. 303763) for the year ended 31st March 2020, which are set out on pages 5 to 9.

Respective responsibilities of trustees and examiner

As the charity's trustees, you 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:

- examine the accounts under section 145 of the Charities Act.
- to follow the procedures laid down in the General Directions given by the Charity Commission under section 145(5)(b) of the Charities Act,
- to state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. 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 you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

(a) which gives me reasonable cause to believe that in any material respect the requirements:

(i) to keep accounting records in accordance with section 130 of the Charities Act; and

(ii) to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act have not been met; or

(b) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Tim Brown BA(Hons) ACA

Chartered Accountant

50 The Ridings

Surbiton

Surrey KT5 8HQ

Dated: June 2020