

## Trustees' Annual Report for the period

Period start date				Period end date			
From	1	1	2015	To	31	12	2015

### Section A Reference and administration details

Charity name 2nd St Ives (Hunts) Sea Scout Group

Other names charity is known by 2nd St Ives Sea Scout Group

Registered charity number (if any) 279852

Charity's principal address Holt Island, Church Street

St Ives

Cambridgeshire

Postcode

PE27 6DG

#### 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	Rob Taylor	Group Scout Leader		
2	John Davies	Group Chairman		
3	Eva Manzano	Group Secretary		
4	Andy Rhodes	Group Treasurer		
5	Andy Howell	Scout Leader		
6	Harvey Ferries	Cub Leader		
7	John Hladkiwskj			
8	Linda Moore			
9	Andy Green			
10	Alison Marshall		From 19 <sup>th</sup> June 2015	
11	Adriana Talaba		To 19 <sup>th</sup> June 2015	

#### Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year
The Scout Association Trust Corporation in respect of the Lease for the Island from Huntingdonshire District Council	

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

Type of adviser	Name	Address
Observer	John Taylor	51, Kent Road, Huntingdon, PE29 7JG

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

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## Description of the charity's trusts

Type of governing document (eg. 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 (eg. trust, association, company)	The Group is a trust established under its rules which are common to all Scouts.
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 **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

The Group is managed 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.

The Committee consists of 3 independent representatives, Chair, Treasurer and Secretary together with the Group Scout Leaders, individual section leaders and parent's representation and meets at least every 2 months.

This Group Executive Committee exists to support the Group Scout Leader 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.

### Risk and Internal Control

The Group Executive Committee 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, including flooding. 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, except for that due to flooding.

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 and island camping, including due to flooding. The Group is primarily reliant upon income from subscriptions, fundraising and island income. 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 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 8 to 14. 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 comprehensive insurance policies to ensure that insurable risks are covered.



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

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

**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)**

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.

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.

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

The Group supports the Royal British Legion at the Annual Remembrance Parade.

The Group makes available the island facilities to other Scout and Youth Groups.

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

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

## Section D

## Achievements and performance

### Summary of the main achievements of the charity during the year

In 2015 the Group:

Refurbished the bridge to the island

Supported a diverse range of activities, including kayaking, sailing, surfing, hiking, cycling, fly fishing and camping

Provided and maintained a Group minibus to facilitate transport to and from the activities

Supported Adult training for First Aid and MiDAS (Minibus Driver Training)

Five members of the Group attended the World Scout Jamboree in Japan

Outstanding Individual Achievements within the Group included:

1 Queen Scout Award

2 Gold DofE Awards

2 Explorer Belts

## Section E

## Financial review

### Brief statement of the charity's policy on 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. Additionally, due to the nature of the Island, the Group holds reserves to fund maintenance and repair work as required. The Group Executive Committee considers that the group should hold a sum equivalent to 6 months running costs, plus £10,000 circa £16,000.

If the reserves at year end are significantly above this, the Group Executive may designate an amount towards the Hut Fund project.

### Details of any funds materially in deficit



## 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's principal sources of funds are Membership Subscriptions, Fundraising, Donations, Grants, Hire of Island facilities to other Scout and Youth Groups.

The Group Executive has identified a range of maintenance projects for 2016 including hut roofing replacement, kayak store replacement, toilet block tiling, boat house ramp and bridge anti-slip surfacing, tree work, re-laying slabs and pathways, raising the path to the bridge to protect against flooding, main jetty and dockyard repairs.

The Group is raising funds to replace the existing Scout Hut.

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.

## Section F

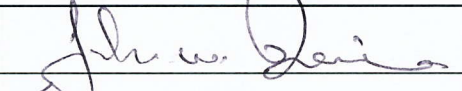
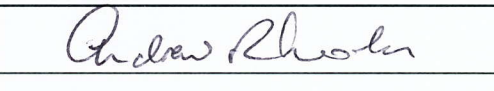
## Other optional information

## 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)	JOHN W. DAVIES	ANDREW MICHAEL RHODES
Position (eg Secretary, Chair, etc)	CHAIRMAN	TREASURER
Date	02/02/2016	



# Receipts and payments accounts

CC16a

For the period  
from

01/01/2015

To

31/12/2015

## Section A Receipts and payments

	Unrestricted funds to the nearest £	Endowment funds to the nearest £	Restricted funds to the nearest £	Total funds to the nearest £	Last Year to the nearest £
<b>A1 Receipts</b>					
<b>Membership, legacies and Gift Aid</b>					
Membership subscriptions	6,893	-	-	6,893	6,548
Less: Membership subscriptions paid on	- 2,286	-	-	- 2,286	- 2,006
Net membership subscriptions retained	4,606	-	-	4,606	4,542
Legacies	-	-	-	-	-
Gift Aid	1,084	-	-	1,084	958
Other similar income	-	-	-	-	-
<b>Sub total</b>	<b>5,690</b>	<b>-</b>	<b>-</b>	<b>5,690</b>	<b>5,500</b>
<b>Investment income</b>					
Bank interest	23	-	-	23	19
Other similar income	-	-	-	-	-
<b>Sub total</b>	<b>23</b>	<b>-</b>	<b>-</b>	<b>23</b>	<b>19</b>
<b>Donations/Grants</b>					
MAC Ltd	-	-	5,000	5,000	5,000
MAC Refurbs Ltd	-	-	5,000	5,000	5,000
Mr Reid of St Ives	-	-	-	-	750
Nulli Secundi Explorer Unit	687	-	-	687	705
Bags to Scouts (Clothing Collections)	-	-	600	600	550
Gateway Scouts	1,332	-	-	1,332	480
Yorkshire Building Society	-	-	-	-	100
Mr Martin James	-	-	122	122	-
Other donations	99	-	219	318	411
Other grants	-	-	-	-	-
<b>Sub total</b>	<b>2,118</b>	<b>-</b>	<b>10,940</b>	<b>13,059</b>	<b>12,996</b>
<b>Youth program and activities</b>					
Cub Annual Camp	1,477	-	-	1,477	1,455
Scout summer camp	-	-	-	-	4,475
Sailing	563	-	-	563	524
Other activities	713	-	-	713	1,557
Other camps	3,035	-	-	3,035	2,332
<b>Sub total</b>	<b>5,788</b>	<b>-</b>	<b>-</b>	<b>5,788</b>	<b>10,343</b>
<b>Island Income</b>					
Island Hire	900	-	-	900	1,121
Camping on Island	3,028	-	-	3,028	1,088
Canoe Hire	622	-	-	622	1,062
Other Island income	-	-	-	-	-
<b>Sub total</b>	<b>4,550</b>	<b>-</b>	<b>-</b>	<b>4,550</b>	<b>3,271</b>
<b>Fundraising (gross)</b>					
Bag Packs	1,156	-	-	1,156	2,190
Sponsored Paddle / Cycle	700	-	79	779	1,699
Bingo Nights	411	-	-	411	1,004
Cardington Food Stall	-	-	-	-	898
Christmas Fayres and Santa Grotto	324	-	-	324	324
St Ives Carnival	-	-	-	-	218
Other fundraising activities	136	-	200	336	159
<b>Sub total</b>	<b>2,726</b>	<b>-</b>	<b>279</b>	<b>3,005</b>	<b>6,491</b>
<b>Sundry receipts</b>					
Minibus hire	-	-	-	-	-
Minibus insurance refund	-	-	-	-	480
Group clothing	124	-	-	124	390
Other similar income	33	-	-	33	286
<b>Sub total</b>	<b>157</b>	<b>-</b>	<b>-</b>	<b>157</b>	<b>1,155</b>
<b>Total Gross Income</b>	<b>21,053</b>	<b>-</b>	<b>11,219</b>	<b>32,273</b>	<b>39,775</b>
<b>A2 Asset and investment sales, (see table).</b>					
Sale of Group minibus	-	-	-	-	-
Sale of surplus equipment and canoes	-	-	-	-	1,030
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,030</b>
<b>Total receipts</b>	<b>21,053</b>	<b>-</b>	<b>11,219</b>	<b>32,273</b>	<b>40,805</b>



### A3 Payments

#### Youth Program and activities

Cub Annual Camp	2,756	-	-	2,756	1,503
Scout summer camp	-	-	-	-	4,267
Panto	328	-	-	328	400
Sailing	453	-	-	453	420
Other activities	1,426	-	-	1,426	2,223
Other camps	3,000	-	-	3,000	2,591
<b>Sub total</b>	<b>7,963</b>	<b>-</b>	<b>-</b>	<b>7,963</b>	<b>11,404</b>

#### Premises

Rent / Rates	426	-	-	426	424
Water and sewerage	172	-	-	172	156
Electricity and gas	645	-	-	645	342
Buildings and property insurance	776	-	-	776	774
Repairs and renewals	-	-	-	-	1,688
Campsite and grounds maintenance	-	-	-	-	210
Other premises costs	42	-	-	42	-
<b>Sub total</b>	<b>2,062</b>	<b>-</b>	<b>-</b>	<b>2,062</b>	<b>3,593</b>

#### Fundraising expenses

Hut Fund Event Fundraising Expenses	-	-	-	-	469
Group Event Fundraising Expenses	119	-	-	119	362
Detail 3	-	-	-	-	-
Detail 4	-	-	-	-	-
Detail 5	-	-	-	-	-
Detail 6	-	-	-	-	-
Other fundraising activities	-	-	-	-	-
<b>Sub total</b>	<b>119</b>	<b>-</b>	<b>-</b>	<b>119</b>	<b>831</b>

#### Group Expenses

Materials and Equipment	659	-	-	659	351
Adult training	396	-	-	396	358
Printing and stationary	113	-	-	113	112
Uniforms	81	-	-	81	-
Badges	871	-	-	871	913
Group Clothing	614	-	-	614	677
Minibus running costs	1,046	-	-	1,046	2,006
AGM and Trustee expenses	-	-	-	-	-
Donations - Royal Legion	120	-	-	120	120
Donations - World Scout Jamboree	-	-	-	-	540
Boat Insurance	575	-	-	575	415
Bank Charges	-	-	-	-	30
Repayment of overpaid subs	-	-	-	-	140
Group XMAS party	-	-	-	-	155
Refreshments	145	-	-	145	158
Miscellaneous	14	-	-	14	21
Other - detail 1	-	-	-	-	-
<b>Sub total</b>	<b>4,634</b>	<b>-</b>	<b>-</b>	<b>4,634</b>	<b>5,997</b>

<b>Total Gross Expenditure</b>	<b>14,777</b>	<b>-</b>	<b>-</b>	<b>14,777</b>	<b>21,825</b>
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#### A4 Asset and investment purchases, (see table)

Replacement Minibus	-	-	-	-	4,845
Kayaks	-	-	-	-	3,300
Tents	-	-	-	-	1,146
Other	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>9,291</b>

<b>Total payments</b>	<b>14,777</b>	<b>-</b>	<b>-</b>	<b>14,777</b>	<b>31,116</b>
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<b>Net of receipts/(payments)</b>	<b>6,276</b>	<b>-</b>	<b>11,219</b>	<b>17,496</b>	<b>9,689</b>
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#### A5 Transfers between funds

-	6,084	-	6,084	-	-
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#### A6 Cash funds last year end

	15,567	-	54,751	70,318	60,629
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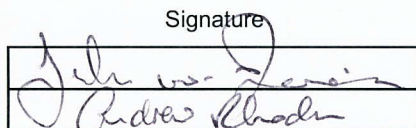
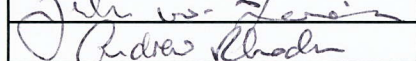
<b>Cash funds this year end</b>	<b>15,759</b>	<b>-</b>	<b>72,055</b>	<b>87,814</b>	<b>70,318</b>
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## Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Endowment funds to nearest £	Restricted funds to nearest £
<b>B1 Cash funds</b>	Bank Current Account	15,759	-	-
	Bank Deposit Account	-		72,055
		-	-	-
	<b>Total cash funds</b> (agree balances with receipts and payments account(s))	15,759	-	72,055
		OK	OK	OK
		Unrestricted funds to nearest £	Endowment funds to nearest £	Restricted funds to nearest £
<b>B2 Other monetary assets</b>		-	-	-
		-	-	-
<b>B3 Investment assets</b>				
<b>B4 Assets retained for the charity's own use</b>				
	Badge Secretary's stock		-	40
	Group Stock		-	60
	Land and Buildings		-	74,465
	Motor Vehicles		4,850	3,104
	Boats and water equipment		-	10,000
	Scouting equipment, furniture etc		-	6,500
<b>B5 Liabilities</b>				
<b>Restricted Fund Projects</b>				
	Hut Replacement Fund (Raise the Roof)	72,055	-	72,055
	Equipment Purchases	-	-	-
		-	-	-
	<b>Total Project funds</b> (agree balances with receipts and payments account(s))	72,055	-	72,055
		OK	OK	OK

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

Signature  
  


Print Name  
 JOHN W. DAVIES  
 ANDREW RHODES

Date of approval  
 02/02/16  
 02/02/16

## Independent Examiner's Report to the Trustees of the

2ND STIVES SEA SCOUT GROUP SCOUT GROUP/DISTRICT/COUNTY/AREA SCOUT COUNCIL  
GROUP

I report on the accounts of the Group/District/County/Area for the year ended 31 12 2015

which comprise the Statement of Financial Activities, the Balance Sheet and related notes set out on pages.....

This report is made solely to the trustees in accordance with Section 145 of the Charities Act 2011. My work has been undertaken so that I might state to the charity's trustees those matters I am required to state to them in an Independent Examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the charity and the charity's trustees for my examination work.

### Respective responsibilities of Trustees and Examiner

The Group's/District's trustees are responsible for the preparation of the accounts. They 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 Commissioners (under Section 145(5)(b) of the Charities Act); and
- 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 Group/District 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 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.

### Independent Examiner's statement

In connection with my examination, no matter has come to my attention (~~other than that disclosed below~~ \*):

1. which gives me reasonable cause to believe that in any material respect the requirements
  - to keep accounting records in accordance with Section 130 of the Charities Act ;and
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Acthave not been met; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

\* Please delete the words in the brackets if they do not apply

Name: JOANNA HEWITT

Qualification: BANK MANAGER (RETIRED)

Address: CLOCK TOWER COTTAGE, HAZELLS HALL,  
EVERTON RD, SANDY, BEDS, SG19 2DD

Date: 2/6/2016