

Trustees' Annual Report for the period

Period start date				Period end date		
From	1	1	2016	To	31	12 2016

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	To 30 July 2016	
5	Andy Howell	Scout Leader		
6	Harvey Ferries	Cub Leader		
7	Alison Marshall			
8	Jo Taylor	Group Treasurer	From 1 September 2016	

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 Holt 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)

--

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 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)

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

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

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.

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

In 2016 the Group

Supported a diverse range of activities, including; Kayaking, Canoeing, Sailing, Surfing, Hiking, Cycling, Rafting and Camping

Maintained a Group Minibus to facilitate transport to and from activities

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

Outstanding Individual Achievements within the Group included:

DoE Awards (Gold, Silver and Bronze)

Scouting Awards (Silver, Gold, Diamond and Platinum)

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 Holt 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 2017 including re-felting of the existing hut, replacement Kayak Store, Tree Maintenance, re-laying of slabs and pathways, raising of path to bridge to provide access during any flooding, main landing stage and dockyard repairs.

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


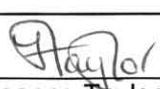
The Group does not have sufficient funds to invest in longer term investments. The Group has therefore adopted a risk averse strategy to the investment of its funds. All funds are held in cash using only mainstream banks or building societies.

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	Joanne Taylor
Position (eg Secretary, Chair, etc)	Chairman	Treasurer
Date	19 JUNE 2017	



Receipts and payments accounts

CC16a

For the period
from

1st Jan 2016

To

31st Dec 2016

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 £
A1 Receipts					
MEMBERSHIP & GIFT AID					
Membership Subscriptions	6,990	-	-	6,990	6,893
Less: Membership subscriptions paid on	- 2,296	-	-	- 2,296	- 2,287
Net Membership subscriptions retained	4,694	-	-	4,694	4,606
Gift Aid	-	-	-	-	1,084
	-	-	-	-	-
Sub Total	4,694	-	-	4,694	5,690
INVESTMENT INCOME					
Bank Interest	34	-	-	34	23
Sub Total	34	-	-	34	23
DONATIONS/GRANTS					
Mac Ltd		5,000		5,000	5,000
Mac Refurbs Ltd		5,000		5,000	5,000
Nuli secundi Explorer Unit				-	687
Bags for Scouts		160		160	600
Gateway Scouts	1,413			1,413	1,332
Mr Martin James				-	122
St Ives Mayors - chosen charity		2,200		2,200	
Godmanchester Mayor Chosen Charity		200		200	
Easy Fundraising		103		103	
Move with us		823		823	
Mr a Frear - for Cubs	200			200	
Dr Kiddle	100			100	
Other Donations	132	100		232	318
Sub Total	1,845	13,586	-	15,431	13,059
YOUTH PROGRAMME AND ACTIVITIES					
Cub annual Camp				-	1,477
Sailing	544			544	563
Other Activities				-	713
Other Camps				-	3,035
Cub Camps	5,255			5,255	
Scout Camps	1,870			1,870	
Group Camps	4,027			4,027	
				-	
Sub Total	11,696	-	-	11,696	5,788
ISLAND INCOME					
Island Hire	3,193			3,193	900
Camping on Island				-	3,028
Canoe Hire				-	622
Sub Total	3,193	-	-	3,193	4,550
FUNDRAISING (GROSS)					
Bag packs				-	1,156
Sponsored Paddle/Cycle		937		937	779
Bingo Nights	298			298	411
Christmas Fayre and Santas Grotto				-	324
Other Fundraising Activities	132			132	336
				-	
Sub Total	430	937	-	1,367	3,006
SUNDRY RECEIPTS					
Group Clothing	325			325	124
Other Similar Income	10			10	33
Sub Total	335	-	-	335	157
6	22,227	14,523	-	36,750	32,273
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
Sub total	-	-	-	-	-

A3 Payments

A4 Asset and investment purchases, (see table)

Net of receipts/(payments)	3,391	14,523	-	17,914	17,496
-----------------------------------	--------------	---------------	----------	---------------	---------------

Cash funds this year end	19,150	86,578	-	105,728	87,814
---------------------------------	---------------	---------------	----------	----------------	---------------

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 £
B1 Cash funds	Bank Current account	23,660	-	-
	Bank Deposit account	-	82,102	-
		-	-	-
	Total cash funds	23,660	82,102	-
(agree balances with receipts and payments account(s))		Agreement Error	Agreement Error	OK

[illegible]

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use	Badge secretary's stock		-	49
	Group stock		-	60
	Land & Buildings [Not owned by the Scout Group]		-	
	Motor vehicles		-	3,104
	Boats & Water equipment		-	10,000
	Scouting equipment & Furniture		-	6,500
			-	-
			-	-

	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities			-	
			-	
			-	

	Cash funds	Equipment	Retricted Funds to nearest £
Restricted Fund Projects			
Hut Replacement [Raise the Roof]	82,102		82,102

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

Signature

Print Name

Date of approval

Handwritten signature: *John W. Jones*

JOANNE TAYLOR
JOHN DAVIES

19.06.17
19.06.17

Independent examiner's report on the accounts



**CHARITY COMMISSION
FOR ENGLAND AND WALES**

Section A

Independent Examiner's Report

**Report to the trustees/
members of**

2nd St Ives Sea Scout Group

**On accounts for the year
ended**

31st December 2016

**Charity no
(if any)**

279852

Set out on pages

1 - 3

(remember to include the page numbers of additional sheets)

**Respective
responsibilities of
trustees and examiner**

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. [The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [named body]]. *Delete [] if not applicable.*

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, and
- to state whether particular matters have come to my attention.

**Basis of independent
examiner's statement**

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.

**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 Act have 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.

Signed:

Dennis Mott

Date:

20/06/2017

Name:

Dennis Mott

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

Chartered Accountant

Address:

6A The Pavement

St Ives

Cambs PE27 5AD

Section B

Disclosure

Only complete if the examiner needs to highlight material problems. (E.g. accounting records have not been kept in accordance with s132 of the Charities' Act 2011 and those accounts do not comply with the requirements of the 2008 Regulations setting out the form and content of charity accounts; any material expenditure or action which appears not to be in accordance with the trusts of the charity; any failure to be provided with information and explanations by any past or present trustee, officer or employee; and any material consistency between the accounts and the trustees' annual report.)

Give here brief details of
any items that the
examiner wishes to
disclose.

