



# Trustees' Annual Report for the period

Period start date		Period end date	
From	01 04 2018	To	31 03 2019

## Section A Reference and administration details

Charity name 1<sup>st</sup> Walton Viking Sea Scouts

Other names charity is known by

Registered charity number (if any) 305804

Charity's principal address The Sea Scout HQ

Felix Road

Walton-on-Thames, Surrey

Postcode KT12 2LB

### 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	Joanna Hart	Treasurer		
2	Giles Haggerty			
3	Jeremy Cook			
4	Pawel Niewiarowski	Secretary	Resigned 22/9/18	
5	Christopher Howe	Chair	Resigned 22/9/18	
6	Joseph Hocking	Chair	Appointed 22/9/18	
7	Joanna Trotman	Secretary	Appointed 22/9/18	
8	Vanessa Wood		Appointed 22/9/18	
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

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

Name	Dates acted if not for whole year

### 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.
How the charity is constituted (eg. trust, association, company)	The Group is a trust established under the rules which are common to all Scouts
Trustee selection methods (eg. appointed by, elected by)	Elected at AGM 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.

There is a child protection policy in place. Criminal Records Bureau checks are carried out prior to commencement of employment or trusteeship. These checks are carried out again regularly.

All trustees give up their time voluntarily and receive no remuneration.

The Leaders are able to have their children's subscriptions reduced by 50%.

## Section C Objectives and activities

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

To provide good quality water activities to the young people of the Walton-on-Thames area under the policy, organisation and rules 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)**

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

The group could not exist without the volunteer Section leaders and Executive committee. We are grateful for the many hours the volunteers put in to make the activities successful.

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

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

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

Events included the Scouts doing the Monopoly Run in London in the Spring, the cubs having cub camp in June and the Beavers having their annual sleepover in September.

There was a family activity weekend in Paxmead, Chertsey in June.

The fundraising events included the annual Fireworks that raised £1,083, the Viking Village Fayre in July that raised £1,178 and the two separate events Race Night and Games Night that raised £813.

The Group received a £13K donation from Steve Maloney when he was sponsored to swim the Channel in July. The majority of these funds are to be used for the future refurbishment of the hut.

The Group also received a grant from the Scout Association which was used with other funds to pay for leader water based training and safety equipment for the boats, as well as a set of water/windproof jackets and buoyancy aids.

## Section E

## Financial review

Brief statement of the charity's policy on reserves

There is no general policy on the reserves but we are careful to make the annual capitation fees payment on time.

Details of any funds materially in deficit

Funds for the general upkeep of the Scout Hut are always needed and as such we aim to fundraise to meet the fixed costs and to build up a surplus.

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.

## Section F

## Other optional information

The Group was able to meet the general costs of the Group in 2018-2019 and with the Channel Swim sponsorship money, as at 31<sup>st</sup> March 2019, there are now restricted funds of £13K and general funds of £6K

## Section G

## Declaration

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


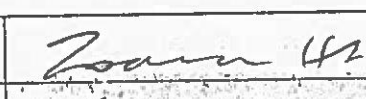
Signed on behalf of the charity's trustees

Signature(s)

Full name(s)

Position (eg Secretary, Chair, etc)

Date

	
JOSEPH HOCKING	JOANNA HART
CHAIR	TREASURER

9/6/19

# 1st Walton Viking Sea Scout Group Receipts and Payments Account

Year start date

Year end date

For the year from	01/04/2018	To	31/03/2019
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## Receipts and payments

	2018/19			2017/18
	Unrestricted funds £	Restricted funds £	Endowment funds £	Total funds £
<b>Receipts</b>				
<b>Donations, legacies and similar income</b>				
Membership subscriptions	9,780.50	-	-	9,781
Less: Membership subscriptions paid on (National/County/Area/District)	- 2,785.50	-	-	- 2,786
Net membership subscriptions retained	6,995.00	-	-	6,995
Donations	77.86	13,237.89	-	13,316
Activities	6,436.13	-	-	6,436
Gift Aid	1,750.50	-	-	1,751
Other similar income		4,575.00	-	4,575
<b>Sub total</b>	<b>15,259.49</b>	<b>17,812.89</b>	<b>-</b>	<b>33,072</b>
<b>Grants</b>				
Maintenance grant		-	-	-
Other grants		-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Fundraising (gross)</b>				
Fireworks night	2,393.99	-	-	2,394
100 CLUB	288.00	-	-	288
Carol Singing	70.00	-	-	70
Race/Games Night	1,661.25	-	-	1,661
Village Fayre	2,856.04	-	-	2,856
Other fundraising activities (including summer bbq)	275.70	-	-	276
<b>Sub total</b>	<b>7,544.98</b>	<b>-</b>	<b>-</b>	<b>7,545</b>
<b>Investment income</b>				
Bank interest	-	-	-	-
Building Society interest	-	-	-	-
The Scout Association Short Term Investment Service	-	-	-	-
Property Rent income	-	-	-	-
Other investment income - hire of hall and equip sale	1,547.00	-	-	1,547
<b>Sub total</b>	<b>1,547.00</b>	<b>-</b>	<b>-</b>	<b>1,547</b>
<b>Total Gross Income</b>	<b>24,351.47</b>	<b>17,812.89</b>	<b>-</b>	<b>42,164</b>
<b>Asset and investment sales, etc.</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>24,351.47</b>	<b>17,812.89</b>	<b>-</b>	<b>42,164.36</b>

# 1st Walton Viking Sea Scout Group

## Receipts and Payments Account

Year start date

Year end date

For the year from	01/04/2018	To	31/03/2019
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### Receipts and payments

	2018/19			2017/18
	Unrestricted funds	Restricted funds	Endowment funds	Total funds
	£	£	£	£
<b>Payments</b>				
Charitable Payments				
Youth programme and activities	6,950.14	-	-	5,950
Adult support and training	1,592.00	677.50	-	2,270
Rent		-	-	-
Water and Sewerage	375.05	-	-	375
Electricity and Gas	693.00	-	-	693
Insurance	926.42	-	-	926
Repairs and Renewals	1,600.95		-	1,601
Materials and equipment	5,517.54	3,563.85	-	9,081
Printing and photocopying		-	-	-
Contribution to camp costs		-	-	-
Uniforms & Badges	764.19	-	-	764
Loan repayment		-	-	-
Donations		-	-	-
Boat licences	957.00	-	-	957
Sundry (incl T-shirts)	473.07	-	-	473
<b>Sub total</b>	<b>18,849.36</b>	<b>4,241.35</b>	<b>-</b>	<b>23,091</b>
Fundraising expenses				
Fireworks night	1,311.08	-	-	1,311
100 CLUB	17.00			17
Race/Games Night	847.98	-	-	848
Village Fayre	1,677.92	-	-	1,678
Other fundraising costs (incl. race night)	76.65	-	-	77
<b>Sub total</b>	<b>3,930.63</b>	<b>-</b>	<b>-</b>	<b>3,931</b>
<b>Total Gross Expenditure</b>	<b>22,779.99</b>	<b>4,241.35</b>	<b>-</b>	<b>27,021</b>
Asset and investment purchases, etc.				
<b>Total payments</b>	<b>22,779.99</b>	<b>4,241.35</b>	<b>-</b>	<b>27,021.34</b>
<b>Net of receipts/(payments)</b>	<b>1,571.48</b>	<b>13,571.54</b>	<b>-</b>	<b>15,143.02</b>
Transfers between funds	-	-	-	-
Cash funds last year end	4,446.53	-	-	4,446.53
<b>Cash funds this year end</b>	<b>6,018.01</b>	<b>13,571.54</b>	<b>-</b>	<b>19,589.55</b>

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# Statement of assets and liabilities at the end of the year

	31st Mar 2018			31st Mar 2017	
	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Total funds
	£	£	£	£	£
<b>Cash funds</b>					
Bank current account	3,159.36		-	3,159	4,447
Bank Viking 100 club account	2,858.65	13,571.54	-	16,430	-
Building society account	-	-	-	-	-
The Scout Association Short Term Investment Service	-	-	-	-	-
Cash/Floats	-	-	-	-	-
<b>Total cash funds</b>	<b>6,018.01</b>	<b>13,572</b>	<b>-</b>	<b>19,590</b>	<b>4,447</b>
<b>Other monetary assets</b>					
Tax claim	-	-	-	-	-
Debts due from the County/Area/District/Group	-	-	-	-	-
Insurance claim	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Investment assets</b>					
Investment property - detail	-	-	-	-	-
Quoted investments	-	-	-	-	-
Other investments - detail	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Non monetary assets for charity's own use</b>					
Badge stock	-	-	-	-	-
Shop stock	-	-	-	-	-
Other stock	-	-	-	-	-
Land and buildings	-	-	-	-	-
Motor vehicles	-	-	-	-	-
Scouting equipment, furniture etc	-	-	-	-	-
Other	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Liabilities</b>					
Accounts not yet paid	-	-	-	-	-
Expenses incurred but not invoiced	-	-	-	-	-
Subscriptions not yet paid	-	-	-	-	-
Loan - detail	-	-	-	-	-
Other liabilities	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

## Contingent liabilities and future obligations

The above receipts and payments account and statement of assets and liabilities were approved by the Trustees on 28th April 2019 (the date of the Executive Committee meeting that approved the accounts) and signed on their behalf by

June  
JCH JSH

Signature

*Joseph Hocking*  
*Joanna Hart*

Print Name

JOSEPH HOCKING. Chair  
JOANNA HART Treasurer

# Independent Examiner's Report to the Trustees of the

1ST WALTON VIKING SEA SCOUT GROUP/DISTRICT SCOUT COUNCIL

I report on the accounts of the Group/District for the year ended 31/3/19  
which comprise the Statement of Financial Activities, the Balance Sheet and related notes.

This report is made solely to the trustees in accordance with Sections 43 and 44 of the Charities Act 1993. 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 43 (2) of the Charities Act 1993 (the 1993 Act)) and that an independent examination is needed.

It is my responsibility to:

- Examine the accounts (under Section 43 (3) (a) of the 1993 Act);
- To follow the procedures laid down in the General Directions given by the Charity Commissioners (under Section 43 (7) (b) of the 1993 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 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:

1. which gives me reasonable cause to believe that in any material respect the requirements

- to keep accounting records in accordance with Section 41 of the 1993 Act ;and
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 1993 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.

Name: LOUISE SETTLE

Qualification: CHARTERED ACCOUNTANT

Address: 1A RED HOUSE LANE

WALTON OVS THAMU WICKHAM

Date: 5/6/19

# 1st Walton Viking Sea Scout Group Receipts and Payments Account

Year start date

Year end date

For the year from	01/04/2018	To	31/03/2019
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## Receipts and payments

	2018/19			2017/18
	Unrestricted funds £	Restricted funds £	Endowment funds £	Total funds £
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Maintenance grant		-	-	-
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<b>Total receipts</b>	<b>24,351.47</b>	<b>17,812.89</b>	<b>-</b>	<b>42,164.36</b>

# 1st Walton Viking Sea Scout Group

## Receipts and Payments Account

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Loan repayment		-	-	-
Donations		-	-	-
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<b>Sub total</b>	<b>3,930.63</b>	<b>-</b>	<b>-</b>	<b>3,931</b>
<b>Total Gross Expenditure</b>	<b>22,779.99</b>	<b>4,241.35</b>	<b>-</b>	<b>27,021</b>
Asset and investment purchases, etc.				
<b>Total payments</b>	<b>22,779.99</b>	<b>4,241.35</b>	<b>-</b>	<b>27,021.34</b>
<b>Net of receipts/(payments)</b>	<b>1,571.48</b>	<b>13,571.54</b>	<b>-</b>	<b>15,143.02</b>
Transfers between funds	-	-	-	-
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<b>Cash funds this year end</b>	<b>6,018.01</b>	<b>13,571.54</b>	<b>-</b>	<b>19,589.55</b>

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# Statement of assets and liabilities at the end of the year

	31st Mar 2018			31st Mar 2017	
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Cash/Floats	-	-	-	-	-
<b>Total cash funds</b>	<b>6,018.01</b>	<b>13,572</b>	<b>-</b>	<b>19,590</b>	<b>4,447</b>
<b>Other monetary assets</b>					
Tax claim	-	-	-	-	-
Debts due from the County/Area/District/Group	-	-	-	-	-
Insurance claim	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Investment assets</b>					
Investment property - detail	-	-	-	-	-
Quoted investments	-	-	-	-	-
Other investments - detail	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Non monetary assets for charity's own use</b>					
Badge stock	-	-	-	-	-
Shop stock	-	-	-	-	-
Other stock	-	-	-	-	-
Land and buildings	-	-	-	-	-
Motor vehicles	-	-	-	-	-
Scouting equipment, furniture etc	-	-	-	-	-
Other	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Liabilities</b>					
Accounts not yet paid	-	-	-	-	-
Expenses incurred but not invoiced	-	-	-	-	-
Subscriptions not yet paid	-	-	-	-	-
Loan - detail	-	-	-	-	-
Other liabilities	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

## Contingent liabilities and future obligations

The above receipts and payments account and statement of assets and liabilities were approved by the Trustees on 28th April 2019 (the date of the Executive Committee meeting that approved the accounts) and signed on their behalf by

June  
JCH JSH

Signature

*Joseph Hocking*  
*Joanna Hart*

Print Name

JOSEPH HOCKING. Chair  
JOANNA HART Treasurer

# Independent Examiner's Report to the Trustees of the

1ST WALTON VIKING SEA SCOUT GROUP/DISTRICT SCOUT COUNCIL

I report on the accounts of the Group/District for the year ended 31/3/19  
which comprise the Statement of Financial Activities, the Balance Sheet and related notes.

This report is made solely to the trustees in accordance with Sections 43 and 44 of the Charities Act 1993. 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 43 (2) of the Charities Act 1993 (the 1993 Act)) and that an independent examination is needed.

It is my responsibility to:

- Examine the accounts (under Section 43 (3) (a) of the 1993 Act);
- To follow the procedures laid down in the General Directions given by the Charity Commissioners (under Section 43 (7) (b) of the 1993 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 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:

1. which gives me reasonable cause to believe that in any material respect the requirements

- to keep accounting records in accordance with Section 41 of the 1993 Act ;and
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 1993 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.

Name: LOUISE SETTLE

Qualification: CHARTERED ACCOUNTANT

Address: 1A RED HOUSE LANE

WALTON OUS THAMU WICKHAM

Date: 5/6/19