

| Trustees' Annual Report for the period | | | | | | | |
|----------------------------------------|---|-------------------|------|----|-----------------|----|------|
| | | Period start date | | | Period end date | | |
| From | 1 | 1 | 2018 | To | 31 | 12 | 2018 |

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 | Jo Taylor | Group Treasurer | | |
| 4 | Mike Leasure | Scout Leader | | |
| 5 | Harvey Ferries | Cub Leader | | |
| 6 | Linda Moore | Beaver Leader | | |
| 7 | Alison Marshall | | | |
| 8 | John Hladkiwskyj | | | |
| | | | | |

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 6 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.

Section C

Objectives and activities

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 as well as the Town Mayors inaugural Parade

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

Is helping to support those members who have been successful in gaining a place for the 2019 World Scout Jamboree

Is helping to support those members who have been successful in gaining a place for the 2020 European Jamboree

Summary of the main achievements of the charity during the year

In 2018 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 new Leader Training

Outstanding Individual Achievements within the Group included:

DoE Awards (Gold, Silver and Bronze)

Scouting Awards (Silver, Gold, Diamond and Platinum)

Queen Scouts (highest award achievable within scouting)

Young Leadership development

Opened a new Section (Beavers) for Children aged 6yrs to 8yrs

Built/replaced a shed for housing the groups kayaks

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

Currently the reserves are slightly reduced in comparison to previous years as essential maintenance of trees on the site was necessary

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 2018 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.

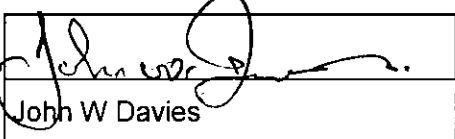
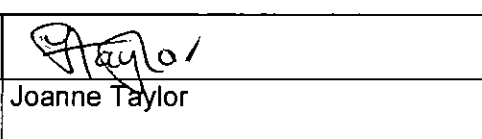
The group is raising funds to replace the existing Scout Hut.

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 27.06.19



CHARITY COMMISSION
FOR ENGLAND AND WALES

2nd St Ives Sea Scout Group

279852

Receipts and payments accounts

CC16a

For the period
from

1st Jan 2018

To

31st Dec 2018

Section A Receipts and payments

| | Unrestricted funds | Restricted funds | Endowment funds | Total funds | Last year |
|----------------------------------------|--------------------|------------------|------------------|------------------|------------------|
| | to the nearest £ | to the nearest £ | to the nearest £ | to the nearest £ | to the nearest £ |
| A1 Receipts | | | | | |
| MEMBERSHIP & GIFT AID | | | | | |
| Membership Subscriptions | 8047.00 | 0.00 | 0.00 | 8047.00 | 6,128 |
| Less: Membership subscriptions paid on | 2160.00 | 0.00 | 0.00 | 2160.00 | 2,288 |
| Net Membership subscriptions retained | 5887.00 | 0.00 | 0.00 | 5887.00 | 3,840 |
| | 0.00 | 0.00 | 0.00 | 0.00 | - |
| Sub Total | 5887.00 | 0.00 | 0.00 | 5887.00 | 3,840 |
| INVESTMENT INCOME | | | | | |
| Bank Interest | | 49.83 | 0.00 | 49.83 | 42 |
| Sub Total | 0.00 | 49.83 | | 49.83 | 42 |
| DONATIONS/GRANTS | | | | | |
| Mac Ltd | | | | 0.00 | 5,000 |
| Mac Refurbs Ltd | | | | 0.00 | 5,000 |
| Null secundi Explorer Unit | 594.00 | | | 594.00 | 849 |
| Gateway Scouts | | | | 0.00 | 414 |
| Easy Fundraising | 45.76 | | | 45.76 | 18 |
| Virgin Money | | 397.90 | | 397.90 | 187 |
| banking in error | | | | | 5 |
| Other Donations | 386.27 | | | 386.27 | - |
| Sub Total | 1026.03 | 397.90 | | 1423.93 | 11,473 |
| YOUTH PROGRAMME AND ACTIVITIES | | | | | |
| Cub annual Camp | | | | 0.00 | 80 |
| Sailing | 452.00 | | | 452.00 | 403 |
| Other Activities | 119.00 | | | 119.00 | 68 |
| Other Camps | | | | 0.00 | 240 |
| Beaver Camps | 25.00 | | | 25.00 | |
| Cub Camps | 5897.24 | | | 5897.24 | 3,832 |
| Cub Activities | | | | | 60 |
| Scout Camps | 2673.00 | | | 2673.00 | 2,195 |
| Group Camps | 3670.00 | | | 3670.00 | 3,148 |
| Group Activities | | | | | 30 |
| Sub Total | 12836.24 | 0.00 | | 12836.24 | 10,056 |
| ISLAND INCOME | | | | | |
| Island Hire | 5665.00 | | | 5665.00 | - |
| Camping on Island | | | | 0.00 | 5,018 |
| Canoe Hire / Sponsor | 50.00 | | | 50.00 | 150 |
| Sub Total | 5715.00 | 0.00 | | 5715.00 | 5,168 |
| FUNDRAISING (GROSS) | | | | | |
| Bag packs | | | | 0.00 | 56 |
| Sponsored Paddle/Cycle | | | | 0.00 | 1,013 |
| Sub Total | 0.00 | 0.00 | | 0.00 | 1,069 |
| SUNDRY RECEIPTS | | | | | |
| Group Clothing | 632.00 | | | 632.00 | 40 |
| Other Similar Income | 41.85 | | | 41.85 | - |
| Transfer | -892.24 | 892.24 | | | |
| Eon Credit | 32.02 | | | 32.02 | |
| Sub Total | -186.37 | 892.24 | | 705.87 | 40 |
| 6 | 25277.90 | 1339.97 | 0.00 | 26617.87 | 31,688 |

A2 Asset and investment sales, (see table).

| | | | | | |
|-----------|------|------|------|------|---|
| | 0.00 | 0.00 | 0.00 | 0.00 | - |
| Sub total | 0.00 | 0.00 | 0.00 | 0.00 | - |

Total receipts 25277.90 1339.97 0.00 26617.87 31,688

A3 Payments

| | | | | | |
|---------------------------------------|--------|------|------|--------|----------------|
| YOUTH PROGRAMME AND ACTIVITIES | | | | | |
| Sailing | 604.85 | 0.00 | 0.00 | 604.85 | 60 |
| Other Activities | | | | 0.00 | 2,502 |
| Other Camps | | | | 0.00 | 15/07/2019 273 |

| | | | | | |
|-----------------------------------|-----------------|-------------|-------------|-----------------|---------------|
| Beaver Activities | 110.45 | | | 110.45 | |
| Beaver Camps | 46.34 | | | 46.34 | |
| Cub Activities | 565.57 | | | 565.57 | 1,726 |
| Cub Camps | 7096.83 | 0.00 | 0.00 | 7096.83 | 2,164 |
| Scout Activities | 74.73 | | | 74.73 | |
| Scout Camps | 1891.65 | 0.00 | 0.00 | 1891.65 | 141 |
| Group Activities | 819.57 | | | 819.57 | |
| Group Camps | 6760.89 | | | 6760.89 | 4,922 |
| OSM All sections | | | | | 1,193 |
| Sub Total | 17970.88 | 0.00 | 0.00 | 17970.88 | 12,981 |
| PREMISES | | | | | |
| Rent/Rates | 194.74 | | | 194.74 | 188 |
| Water and Sewerage | 373.00 | | | 373.00 | 626 |
| Electricity and Gas | 726.00 | | | 726.00 | 807 |
| Buildings and Property Insurance | 875.63 | | | 875.63 | 857 |
| Repairs and Renewals | | | | 0.00 | 424 |
| Refuse | 250.00 | | | 250.00 | 250 |
| Crossfire Protection | 66.00 | | | 66.00 | 54 |
| Other Premises Costs | 2211.31 | | | 2211.31 | |
| Campsite and Ground maintenance | 5467.67 | | | 5467.67 | 19 |
| Camping on Island refund | | | | | 681 |
| Sub Total | 10164.35 | 0.00 | 0.00 | 10164.35 | 3,906 |
| FUNDRAISING EXPENSES | | | | | |
| Group Events Fundraising Expenses | | | | 0.00 | |
| Sub Total | 0.00 | 0.00 | 0.00 | 0.00 | - |
| GROUP EXPENSES | | | | | |
| Materials and Equipment | 298.57 | | | 298.57 | 4,377 |
| Adult Training | 455.00 | | | 455.00 | - |
| Printing and Stationary | 0.00 | | | 0.00 | 336 |
| Uniforms | 746.06 | | | 746.06 | 914 |
| Badges | 710.28 | | | 710.28 | 220 |
| Group Clothing | 2467.65 | | | 2467.65 | 706 |
| Mini Bus Running Costs | 12.97 | | | 12.97 | 661 |
| Boat Insurance | 691.15 | | | 691.15 | 679 |
| Refreshments | 34.65 | | | 34.65 | - |
| Miscellaneous | 202.94 | | | 202.94 | 139 |
| Mini Bus Insurance | 634.38 | | | 634.38 | 600 |
| unpaid cheques | | | | | 130 |
| Accountancy Fees | | | | | 300 |
| Sub Total | 6253.65 | 0.00 | 0.00 | 6253.65 | 9,062 |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | 0.00 | 0.00 | 0.00 | 0.00 | - |
| Total Gross Expenditure | 34388.88 | 0.00 | 0.00 | 34388.88 | 25,949 |

| | | | | | |
|-------------------------------------------------------|------|------|------|------|---|
| A4 Asset and investment purchases, (see table) | | | | | |
| | 0.00 | 0.00 | 0.00 | 0.00 | |
| | 0.00 | 0.00 | 0.00 | 0.00 | |
| Sub total | 0.00 | 0.00 | 0.00 | 0.00 | - |

| | | | | | |
|-----------------------|-----------------|-------------|-------------|-----------------|---------------|
| Total payments | 34388.88 | 0.00 | 0.00 | 34388.88 | 25,949 |
|-----------------------|-----------------|-------------|-------------|-----------------|---------------|

| | | | | | |
|------------------------------------|-----------------|------------------|-------------|------------------|----------------|
| Net of receipts/(payments) | -9110.98 | 1339.97 | 0.00 | -7771.01 | 5,739 |
| A5 Transfers between funds | 0.00 | 0.00 | 0.00 | 0.00 | - |
| A6 Cash funds last year end | 12392.61 | 99107.76 | 0.00 | 111500.37 | 105,762 |
| Cash funds this year end | 3281.63 | 100447.73 | 0.00 | 103729.36 | 111,501 |

| | | | |
|-----------------------------|-----------------|-------------------|-------------------|
| Per Bank statements: | 3,281.63 | 100,447.73 | 103,729.36 |
|-----------------------------|-----------------|-------------------|-------------------|

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 | 3,282 | - | - |
| | Bank Deposit account | - | 100,448 | - |
| | | - | - | - |
| | Total cash funds | 3,282 | 100,448 | - |
| | (agree balances with receipts and payments account(s)) | OK | OK | OK |

| | Details | Unrestricted funds to nearest £ | Restricted funds to nearest £ | Endowment funds to nearest £ |
|---------------------------------|---------|------------------------------------|----------------------------------|---------------------------------|
| B2 Other monetary assets | | - | - | - |
| | | - | - | - |
| | | - | - | - |
| | | - | - | - |
| | | - | - | - |
| | | - | - | - |

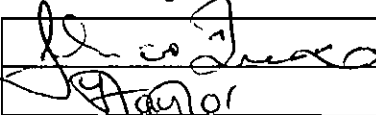
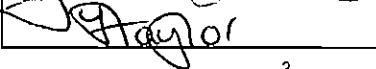
| | Details | Fund to which asset belongs | Cost (optional) | Current value (optional) |
|-----------------------------|---------|-----------------------------|-----------------|--------------------------|
| B3 Investment assets | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | -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

| | 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 | Restricted Funds to nearest £ |
|----------------------------------|------------|-----------|-------------------------------|
| Restricted Fund Projects | | | |
| Hut Replacement [Raise the Roof] | 100,448 | | 100,448 |

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

| Signature | Print Name | Date of approval |
|-------------------------------------------------------------------------------------|--------------|------------------|
|  | JOHN DAVIES | 26/6/19 |
|  | JAMES TAYLOR | 27.06.19 |



Section A

Independent Examiner's Report

**Report to the trustees/
members of**

Charity Name
2nd St Ives Sea Scout Group

**On accounts for the year
ended**

31st December 2018

**Charity no
(if any)** 279852

Set out on pages

1-3

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended DD / MM / YYYY.

**Responsibilities and
basis of report**

As the charity trustees, you are responsible for the preparation of the accounts in accordance with the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent
examiner's statement**

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

I have completed my examination. I confirm that no material matters have come to my attention (other than that disclosed below *) in connection with the examination which gives me cause to believe that in, any material respect,:

- the accounting records were not kept in accordance with section 130 of the Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report 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:

Date:

30/06/2019

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 matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

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

