

Dartford Cambria Sea Scout Group

Royal Naval Recognised Sea Scout Group No. 81

Registered Charities No. 1023312

Group Scout Leader – Steve Newton

President – Roger F Rowe



Trustees' Annual Report for the period **01/04/2018 to 31/03/2019**

A. Reference and administration details

Charity Name	Dartford Cambria Sea Scout Group
Registered Charity Number	1023312
Registered Scout Association Number	39706
Charity's principal address	c/o Steve Newton 59 Kingfisher Drive Greenhithe Kent DA9 9RT

Name of charity trustees who manage the charity:-

Bridget Busfield - Chair
Stephen Newton - Group Scout Leader
Vicky Maddison - Secretary

Jackie Slingo
Lynn Coote
Josh Sweet
Kieran Wootten
Lia Lampton

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

B. Structure, governance and management

The Group's governing documents are those of 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.

The Group is a trust established under its rules which are common to all Scouts.

The Trustees are appointed in accordance with the Policy, Organisation and Rules of the Scout Association and are appointed at the Annual General Meeting, either by election or by approval of their nomination and serve for a period of one year. They are then eligible for re-election or re-nomination. Other trustees may be co-opted during the year to serve until the next AGM.

Additional governance issues (Optional information)

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 Leader, individual Section Leaders and parent's representation and meets approximately every 2 months.

The Group Executive Committee exists to support the Group Scout Leader in meeting the responsibilities of the appointment and is responsible for:

- The maintenance of Group property;
- The raising of funds and the administration of Group finances;
- The insurance of persons, property and equipment;
- Group public occasions;
- Assisting in the recruitment of leaders and adult support;
- Appointing any sub committee that may be required;
- Appointing Group Administrators and Advisors other than those who are elected.

The Group has in place systems of internal controls that are designed to provide reasonable assurance against material mismanagement or loss, these include 2 signatures for all payments and a comprehensive insurance policies to ensure that insurable risks are covered.

C. Objectives and activities

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

The aim of the Scout Association is to promote the development of young people in achieving their full physical, intellectual, social and spiritual potential, 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.

D. Achievements and performance

Membership

Over the year membership has increased considerably to 129 young people. This is due to the Temple Hill sections re-opening. There has also been a growth in Scout numbers which is due to cubs moving up, new equipment and our visible presence in Greenhithe. Leadership has remained reasonably consistent.

Youth Membership

	March 2019	March 2018	Variation
Beaver Scouts	35	40	-5
Cub Scouts	39	23	+16
Scouts	37	23	+14
Explorers	18	11	+7
TOTAL YOUTH MEMBERSHIP	129	97	+32

SAS Membership

	March 2019	March 2018	Variation
SAS Members	6	0	N/A

Adult Leadership

	March 2019	March 2018	Variation
Sections leaders	19	17	+2
Sectional Assistants & Skills Instructors	12	8	+4
Group Scout Leaders	1	1	0
TOTAL LEADERSHIP	32	26	+6

The new SAS section has been created and currently has a good level of interest.

All Group Sections held weekly training meetings and organised a significant number of additional activities, trips and camps providing the Group's young members with a wide range of activities and experiences.

The Group Executive Committee met less frequently than desired however it was a busy year with a great deal of expenditure on upgrading facilities and equipment. This was made possible largely by the award of a Small Grant from Sport England.

E. Financial review

Reserve Policy

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. The Group Executive Committee considered that the Group should hold a sum equivalent to four months running costs, circa £4,000.

The Group Executive Committee consider that sufficient funds are held at the year end to cover future commitments while maintaining the required reserves.

Investment Policy

The Group has adopted a low risk strategy to the investment of its funds. All funds are held in cash using only mainstream banks or building societies or The Scout Association's Short Term Investment Service. The Group Executive monitors the level of bank balances and the interest rate

received to ensure the Group obtains maximum value and income from its banking arrangements. Occasionally this may involve using an account that requires a period of notice before funds may be withdrawn, before doing so the Group Executive considers the cash flow requirements.

F. Declaration

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

Signed on behalf of the charity's trustees on 20/05/2019.

A handwritten signature in black ink, appearing to be 'S. Newton', written over a light blue rectangular background.

Stephen Newton,
Group Scout Leader

DARTFORD CAMBRIA SEA SCOUT GROUP

Registered Charities No. 1023312

For the year from 1 April 2018 to 31 March 2019

Payments	2018/19	2017/18
	£	£
Membership	6,128	4,641
Premises		
Rent	1,368	1,456
Water Rates	201	217
Light/Heat	2,149	1,083
Insurance	3,103	3,310
Maintenance	261	132
	<hr/> 7,082	<hr/> 6,198
Property Improvements	578	1,429
Camps & Activities	10,089	7,481
Rona Trip	840	
Fundraising		
General(Raft Race/Fireworks etc)	2,657	1,864
Tuck	371	
RYA Course Costs	1,019	
	<hr/> 4,048	<hr/> 1,864
Boating		
Boating Costs	4,670	6,688
Marine Insurance	1,597	1,815
RYA Training Centre costs	606	706
	<hr/> 6,873	<hr/> 9,209
Minibus		
Minibus Costs	292	793
Minibus Insurance	769	752
	<hr/> 1,061	<hr/> 1,545
Purchase of Equipment	15,717	21,353
Badges	1,955	967
Uniforms	3,494	1,386
Sundry Payments		
Training	843	3,869
Supplies/stationery	125	90
Miscellaneous		21
Admin Costs	221	38
Website development	108	104
	<hr/> 1,296	<hr/> 4,122
Total Payments	<hr/> <hr/> 59,161	<hr/> <hr/> 60,196

DARTFORD CAMBRIA SEA SCOUT GROUP

Registered Charities No. 1023312

For the year from 1 April 2018 to 31 March 2019

Receipts

	2018/19	2017/18
	£	£
Membership Subscriptions		
Subscriptions		
Subs - Beavers	6,625	6,680
Subs - Cubs	5,983	5,008
Subs - Scouts	5,584	4,564
Subs - Explorers	2,497	2,111
	<u>20,689</u>	<u>18,363</u>
Investment Income		
Business Reserve Account	3	2
Scout Association Account	62	55
	<u>65</u>	<u>57</u>
Donations/Grants		
Donations	8,544	1,419
Company Donation	850	4,341
Grants	1,850	14,333
Gift Aid	3,850	-
	<u>15,094</u>	<u>20,093</u>
Camps & Activities	8,286	7,679
Equipment		350
Uniforms	1,919	1,386
Fundraising		
Regatta and Raft Race	8,541	7,051
Tuck Shop	300	477
RYA Courses	3,650	1,392
SAS Income	89	
Ingress Park Funday	68	
	<u>12,648</u>	<u>8,920</u>
Sundry Receipts		
Rona Trip	1074	-
Refund Utilities	-	894
Training	297	987
	<u>1,371</u>	<u>1,881</u>
Total Receipts	<u><u>60,071</u></u>	<u><u>58,730</u></u>

DARTFORD CAMBRIA SEA SCOUT GROUP

Registered Charities No. 1023312

For the year from 1 April 2018 to 31 March 2019

Cash Funds	2018/19	2017/18
	£	£
Cash funds last year end	<u>14,887</u>	<u>16,353</u>
Net Receipts /Payments	910	(1,466)
Cash funds this year end	<u>15,797</u>	<u>14,887</u>

Bank Accounts	2018/19	2017/18
	£	£
Scout Association Acc	11,177	11,116
Barclays Business Saver Account	1,887	1,884
Barclays Business Account	15,913	1,909
Cash at year end per bank	<u>28,977</u>	<u>14,908</u>
Less Chqs not cashed this year	(13,180)	(21)
Add Receipts not banked this year	-	-
Cash funds this year end	<u>15,797</u>	<u>14,887</u>



Independent Examiner's Report

Report to the Trustees/ Members of **Dartford Cambria Sea Scout Group**
On accounts for the year ended **31st March 2019**

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.

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.

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.

Signed  Date 22/1/20

Name IAN GLASS

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

PFCA