

Trustees' Annual Report

For the period

From (start date)

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to end date

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Section A

Reference and administration details

Charity name

1st Chalkwell Bay Scout Group

Other names the charity is known by

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Registered charity number (if any)

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HQ registration number

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Charity's principal address

Kings Road URC

Crowstone Road

Westcliff-on-Sea

Postcode

S S 0 8 L H

Names of the charity trustees who manage the charity

	Trustee Name	Office (if any)	Dates acted if not for whole year
1	Spencer Dinnage	Chair	
2	Louise Hebden	Secretary	
3	Fran Swallow	Treasurer	
4	Mike Hebden	Group Scout Leader	
5	Kirsty Groom	Beaver Scout Leader	- 28/11/2022
6	Karen Daykin-Woodberry	Beaver Scout Leader	28/11/2022 -
7	Maggie Hebden	Cub Scout Leader	28/11/2022 -
8	Billy Green	Scout Leader	28/11/2022 -
9	Nicola Halloran	Elected Member	
10	Kirsty Dinnage	Nominated Member	
11	Revd Andrew Birch	Sponsor	
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Names and addresses of advisers (optional information but encouraged as best practice)

Type of advisor	Name	Address
None		

Section B**Structure, governance and management**

Description of the charity's trusts

Type of governing document

(e.g. 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

(e.g. trust, association, company)

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

Trustee selection methods

(e.g. 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 but encouraged as best practice)

You may choose to include additional information, where relevant, about:

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.

Policies and procedures adopted for:

a) the induction and training of trustees; b) trustee consideration of major risks and the systems and procedures to manage them

The Committee consists of 3 independent representatives, Chair, Treasurer and Secretary together with the Group Scout Leaders, individual section leaders (if opted to take on the responsibility) and parent's representation and meets every 3 months.

Members of the Executive Committee are required to complete 'Trustee Introduction' training and four other 'Getting Started' modules within the first 5 months of joining the committee.

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. A Sponsorship agreement has been signed between Southend West District Scouts and Kings Road United Reformed Church, which covers 1st Chalkwell Bay Scout Group.

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. 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.

Injury to leaders, helpers, supporters and members. The Group through the membership fees contributes to the Scout Associations national accident insurance policy. Risk Assessments are undertaken before all activities. Additional insurance cover is in place to cover non-members.

Reduced income from fund raising. The Group is primarily reliant upon income from subscriptions and fundraising. 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 18. 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.

Section C	Objectives and activities
<p>Summary of the objects of the charity set out in its governing document</p>	<p>The Purpose of Scouting Scouting exists to actively engage and support young people in their personal development, empowering them to make a positive contribution to society.</p> <p>The Values of Scouting As Scouts we are guided by these values: Integrity - We act with integrity; we are honest, trustworthy and loyal. Respect - We have self-respect and respect for others. Care - We support others and take care of the world in which we live. Belief - We explore our faiths, beliefs and attitudes. Co-operation - We make a positive difference; we co-operate with others and make friends.</p> <p>The Scout Method Scouting takes place when young people, in partnership with adults, work together based on the values of Scouting and: - enjoy what they are doing and have fun - take part in activities indoors and outdoors - learn by doing - share in spiritual reflection - take responsibility and make choices - undertake new and challenging activities - make and live by their Promise.</p>
<p>Summary of the main activities in relation to these objects</p>	<p>The Group operates a full and exciting Youth Programme, organised in a Beaver Scout Colony, a Cub Scout Pack, a Scout Troop and an Active Support Unit. The second (Tuesday) sections that did not re-open after Covid restrictions have now been formally closed, until needed again.</p>
<p>Additional details of the objectives and activities (optional information but encouraged as best practice)</p> <p>You may choose to include further statements, where relevant, about:</p> <ul style="list-style-type: none"> • policy on grantmaking; • contribution made by volunteers; • policy on investments. 	<p>The Group Executive Committee may occasionally grant funds to Members of the Group to enable them to take part in special Scouting celebrations.</p>
<p>Public benefit statement</p>	<p>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.</p>

Section D**Achievements and performance**

Summary of the main achievements of the charity during the year

The Group is now back to its customary levels of activity with weekly meetings during school term time, at least one Residential Activity each year (more in older Sections) and external visits and guest speakers. The Group joined the Districts on Southend Pier as part of a torchlit vigil in remembrance of HM Queen Elizabeth II. A member of the Group was present in London, working with Queen's Scouts from around the UK, managing and supporting the members of the public who were queuing for the Lying in State at the Palace of Westminster.

Section E**Financial Review**

Brief statement of the charity's policy on reserves

Reserves 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 considers that the group should hold a sum equivalent to 3 months running costs, circa £2,000.

Plans to reduce our reserves were thwarted by a ban on most activities in previous years and the District subsidised the annual Membership Fee once again, for each youth member. As a result, the Group still held reserves of approximately £12,000 again at this year end despite renewing some equipment.

Quantify and explain any designations

Details of any funds materially in deficit (circumstances plus steps to eliminate)

Subscription payments were resumed for the year. Monthly direct payments to the Group Bank account are encouraged!

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

Investment Policy

The Group's Income and Expenditure is very small and as a consequence does not have sufficient funds to invest in longer-term investments such as stocks and shares. The Group has therefore 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 regularly monitors the levels of bank balances and the interest rates 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.

Section F Other Optional Information

Plans for future periods (details of any significant activities planned to achieve them)

2023 is World Jamboree Year and it is expected that there will be various themed events to link up with our Young Leaders who are going to South Korea and the United States of America in the summer. In April 2023, The Group Executive Committee will be re-named the "Board of Trustees". Individual members of the committee will then be referred to as "Trustees". Further changes to the Board, including re-alignment of responsibilities will take place later in the year. This part of The Scouts 'Transformation Project'.

Section G Declaration

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

Signed on behalf of the charity's trustees

Signature(s)

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Full name(s)

Spencer Dinnage	Louise Hebden
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Position (eg Secretary, Chair)

Chair	Secretary
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Date

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