

Trustees' Annual Report

For the period

From (start date)

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|---|---|---|---|---|---|
| 0 | 1 | 0 | 9 | 2 | 4 |
|---|---|---|---|---|---|

 to end date

| | | | | | |
|---|---|---|---|---|---|
| 3 | 1 | 0 | 8 | 2 | 5 |
|---|---|---|---|---|---|

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| Section A | Reference and administration details |
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Charity name

42nd Brighton Scout Group (Saldean)

Other names the charity is known by

Registered charity number (if any)

| | | | | | |
|---|---|---|---|---|---|
| 3 | 0 | 5 | 8 | 2 | 9 |
|---|---|---|---|---|---|

HQ registration number

| | | | | | | | |
|---|---|---|---|---|--|--|--|
| 2 | 7 | 7 | 8 | 6 | | | |
|---|---|---|---|---|--|--|--|

Charity's principal address

Scout Hut

92 Longridge Avenue

Saltdean, Brighton

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|----------|---|---|---|--|--|---|---|---|
| Postcode | B | N | 2 | | | 8 | R | B |
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Names of the charity trustees who manage the charity
(These will be published in the annual report of the charity and the Charity Register if reporting for a Registered Charity with a charity regulator)

| | Trustee Name | Office (if any) | Dates acted if not for whole year |
|----|---------------------|-----------------|-----------------------------------|
| 1 | Andrew Horne | Chair | |
| 2 | Jenny Umney | Treasurer | |
| 3 | Penny Walker | Trustee | |
| 4 | Lewis Cawte | Trustee | |
| 5 | Seymour Poraicu-Vaz | Trustee | |
| 6 | | | |
| 7 | | | |
| 8 | | | |
| 9 | | | |
| 10 | | | |
| 11 | | | |
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| 13 | | | |
| 14 | | | |
| 15 | | | |

Names and addresses of advisers (optional information but encouraged as best practice)
(These will be published in the annual report of the charity)

| Type of advisor | Name | Address |
|-----------------|------|---------|
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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 Trustee Board, 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 Trustee Board consists of the Chair, Treasurer and 3 Trustees (including 1 Ex Officio Trustee) and meets every 4 months.

New members of the Trustee Board complete Being a Scouts Trustee learning within the first 6 months of joining the Board.

This Group Trustee Board exists to make sure the charity is well-managed, risks are assessed and mitigated, buildings and equipment are in good working order, and everyone follows legal requirements and the organisation's policies and rules. Their support helps other volunteers run high-quality and safe programmes that gives young people skills for life.

Section B**Structure, governance and management (continued)****Risk and Internal Control (Specimen 1)**

The Group Trustee Board has identified the major risks to

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| <p>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:</p> <p>Damage to the building, property and equipment. The Group has sufficient buildings and contents insurance in place to mitigate against permanent loss.</p> <p>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.</p> <p>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 Board could raise the value of subscriptions to increase the income to the group on an ongoing basis, either temporarily or permanently.</p> <p>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.</p> <p>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.</p> <p>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 a comprehensive insurance policies to ensure that insurable risks are covered.</p> | |
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| Section C | Objectives and activities |
|---|---|
| Summary of the objects of the charity set out in its governing document | <p>The Purpose of Scouting</p> <p>Scouting exists to actively engage and support young people in their personal development,</p> |

empowering them to make a positive contribution to society.

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.

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.

Summary of the main activities in relation to these objects

Term time evening activity sessions inside and in the outdoors developing inter-personal life skills through a variety of activities ranging from craft creative activities, to practical life skills and outdoor adventures. Supplemented by weekend and additional sessions involving nights away from home, challenges and competitions.

Additional details of the objectives and activities (optional information but encouraged as best practice)

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

- policy on grantmaking;
- contribution made by volunteers;
- policy on investments.

Our thanks must go to all the volunteers who helped run sections, the leadership team, and the trustees during this financial year. This includes long standing volunteers who left and new volunteers joining.

Public benefit statement

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.

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

Provided a varied, fun programme for circa 50 young people throughout the financial year.
Scouts section showed determination and strong teamwork skills in the training and preparation of the Bakers Dozen Hike competition for which they placed third on their first attempt.

Section EFinancial Review

Brief statement of the charity’s policy on reserves

Reserves Policy

The Board considers that the Group should hold a sum equivalent to 6 months running costs. Should the level of reserves fall below the target level, the Board will make efforts to restore the level as soon as possible.

The Group have adequate reserves to meet our reserves policy and to fund appropriate safety improvements to the front driveway

Quantify and explain any designations

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

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 Board does not invest any monies. All monies held by the group are for the sole use of maintenance and improvements of the premises, providing a safe and welcoming environment and supporting other scouting activities

| Section F | Other Optional Information |
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| Plans for future periods (details of any significant activities planned to achieve them) | <div>A main issue is to recruit more volunteers to assist in the development of scouting in Saltdean. Another concern is the state and safety of the front drive and therefore the Group is developing plans for a new front driveway.</div> |

| Section G | Declaration |
|---|-------------------------|
| The trustees declare that they have approved the trustees' report above | |
| Signed on behalf of the charity's trustees | |
| Signature(s) | <div></div> |
| Full name(s) | <div>Andrew Horne</div> |
| Position (eg Secretary, Chair) | <div>Chair</div> |
| Date | <div>181125</div> |