



## Trustees Annual Report & Accounts for the year ended December 31<sup>st</sup> 2023

### Reference and Administration Details

Charity Name: 30<sup>th</sup> Warrington (Penketh Methodist) Scout Group  
Registered Charity Number: 1059442  
Group Registration Number with the Scout Association 44651

Contact Name and Address Miss K Shaw  
5 Hunt Close  
Great Sankey  
Warrington WA5 8FW

<b>Trustees</b>	<b>Name</b>
Group Scout Leader	Mr Ian Gornall
Squirrel Leader	Mrs Nicola Brislen
Beaver Leader	Mrs Heather Harper
Cub Leader	Mrs Victoria Couch
Scout Leader	Mr Christopher Williams
Chairperson	(Position vacant)
Treasurer	Miss Kathryn Shaw
Secretary	Mrs Samantha Done

Bankers – TSB Bank  
7 Buttermarket Street  
Warrington  
Cheshire  
WA1 2LY

### 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.



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. The Committee meets approximately every two months, with additional meetings as required. 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 administration the 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 property and equipment. The Group would request the use of property and equipment from neighbouring organisations such as the Penketh Methodist Church and other Scout Groups. Similar reciprocal arrangements exist with these organisations. The Group has sufficient insurance in place to mitigate against permanent loss.
- Injury to leaders, helpers’ supporters and members. The Group through the capitations fees contributes to the Scout Associations national accident insurance policy. Risk Assessments are undertaken before all activities.
- Reduced income from fund raising. The Group is primarily reliant upon income from subscriptions and fundraising. 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 closure of the Group.



- Reduction or loss of members. The Group provides activities for all young people aged between 6 to 18. If there was a reduction in membership 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.

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.

### **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 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.

### **Achievement and Performance**

Youth membership continues to be strong with the waiting list showing an excess of potential new members for all sections. Those who are unlikely to get a place are being directed to neighbouring groups or the District waiting list. Adult retention is good, with recruitment of new volunteers bringing in new faces and ideas. To encourage parental involvement, we have started to run social events.

Our Squirrels section is now a year old and is fully integrated into the group. The volunteer team is achieving great results with its members having a great experience. Some of the original youth members have already moved on to beavers and demand for places remains high.

All sections are engaging with the outdoor programme: Squirrels and Beavers planning many of their meetings between Spring and Autumn to be outdoors. Cubs and Scouts mixing the outdoor meetings with camp-based weekends. All sections continue to support district and county events and competitions whenever possible. Underlining our commitment to Scouting across the town and Cheshire, many of our uniformed volunteers hold roles in other groups or at a district level take part in the planning and delivery of both Blakfoot and Cheshire Hikes.

Community involvement remains a high priority, with an AED presented to Fiddlers Ferry Inn on the Sankey Canal. To put springtime colour into the community, we linked up once more with neighbouring groups to deliver plants to households and a provide welcome boost to funds.

The contributions from everyone involved in the Group has been exceptional, putting us in a healthy position for the coming year. My thanks go to all our volunteers who make this possible.

**Ian Gornall**  
**Group Scout Leader**  
**30<sup>th</sup> Warrington (Penketh Methodist) Scout Group**



**Financial Review**

*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 contingent sum of £2,000.

*Investment Policy*

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.

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

Signed on behalf of the charity's trustees

Signature	Print Name	Title	Date



**Receipts and Payments Account Summary for the year ended 31<sup>st</sup> December 2023**

	Year ended 31 <sup>st</sup> December 2023 Unrestricted Funds	Year ended 31 <sup>st</sup> December 2022 Unrestricted Funds
Total Receipts for the Year	£19,631	£18,222
Total Payments for the Year	£18,417	£19,851
Net receipts(payment )for the Year	£1,213	-£1,629
Cash Funds Brought Forward	£17,148	£18,777
Cash Funds Carried forward	£18,362	£17,148

Receipts for the year ended 31<sup>st</sup> December 2023

	Year ended 31 <sup>st</sup> December 2023 Unrestricted Funds	Year ended 31 <sup>st</sup> December 2022 Unrestricted Funds
<b>Donations, legacies and similar income</b>		
Membership subscriptions	£10,027	£7,414
Less: Membership subscriptions paid on District	£3,723	£3,325
Net membership subscriptions retained	£6,304	£4,089
Donations	£178	£21
Legacies	£0	£0
Gift Aid	£1,709	£1,637
Other income	£9,087	£9,578
<b>Total</b>	<b>£17,278</b>	<b>£15,325</b>
<b>Grants</b>		
Maintenance Grant	£0	£0
Other Grants	£0	£0
<b>Total</b>	<b>£0</b>	<b>£0</b>
<b>Fundraising (gross)</b>		
Sale of plants	£699	£688
Other fundraising activities	£1,641	£2,208
<b>Total</b>	<b>£2,341</b>	<b>£2,896</b>
<b>Investment income</b>		
Bank interest	£12	£1
Building society interest	£0	£0
The Scout Association Short Term Investment Service	£0	£0
Property Rent income	£0	£0
Other investment income	£0	£0
<b>Total</b>	<b>£12</b>	<b>£1</b>
<b>TOTAL RECEIPTS</b>	<b>£19,631</b>	<b>£18,222</b>



**Payments for the year ended 31<sup>st</sup> December 2023**

	Year ended 31 <sup>st</sup> December 2023 Unrestricted Funds	Year ended 31 <sup>st</sup> December 2022 Unrestricted Funds
<b>Charitable Payments</b>		
Donations	£700	£1,841
Youth programme and activities	£10,768	£11,454
Adult Support and training	£60	£25
Rent	£1,260	£1,260
Water and Sewerage	£0	£0
Electricity and Gas	£0	£0
Insurance	£1,270	£1,174
Repairs and Renewals	£1,058	£1,311
Materials and Equipment	£1,481	£1,504
Printing and photocopying	£0	£0
Contribution to camp costs	£0	£0
Uniforms	£468	£130
AGM and trustee expenses	£112	£121
Other expenses	£959	£504
<b>Total</b>	<b>£18,137</b>	<b>£19,324</b>
<b>Fundraising expenses</b>		
Plants	£0	£331
Other fundraising	£281	£68
<b>Total</b>	<b>£281</b>	<b>£399</b>
<b>Gross Expenditure</b>	<b>£18,417</b>	<b>£19,723</b>
<b>Asset &amp; Investment purchases, etc.</b>	£0	£128
<b>TOTAL PAYMENTS</b>	<b>£18,417</b>	<b>£19,851</b>

Statement of Assets & Liabilities for the year ended 31<sup>st</sup> December 2023

	Year ended 31 <sup>st</sup> December 2023 Unrestricted Funds	Year ended 31 <sup>st</sup> December 2022 Unrestricted Funds
<b>Cash Funds</b>		
Bank Current accounts	£14,553	£15,057
Bank Deposit accounts	£1,813	£501
Building society accounts	£0	£0
The Scout Association Short Term Investment Service	£0	£0
Cash in hand	£1,996	£1,590
<b>Total cash funds</b>	<b>£18,362</b>	<b>£17,148</b>
<b>Other monetary Assets</b>		
Tax claim	£0	£0
Debts due to group	£0	£0
Insurance Claim	£0	£0
<b>Total</b>	<b>£0</b>	<b>£0</b>
<b>Investment assets</b>		
Investment Property	£0	£0
Quoted Investments	£0	£0
Other investments	£0	£0
<b>Total</b>	<b>£0</b>	<b>£0</b>
<b>Non Monetary assets for charity's own use</b>		
Badge stock	£0	£0
Shop stock	£0	£0
Other stock	£0	£0
Land and Buildings	£0	£0
Motor vehicles	£9,000	£9,000
Scouting equipment , furniture etc	£10,500	£10,500
Other	£0	£0
<b>Total</b>	<b>£19,500</b>	<b>£19,500</b>
<b>Liabilities</b>		
Accounts not yet paid	£0	£0
Expenses incurred not yet invoiced	£0	£0
Subscriptions not yet paid	£0	£0
Loan – details	£0	£0
Other Liabilities	£0	£0
<b>Total</b>	<b>£0</b>	<b>£0</b>





As at the Statement date no contingent liabilities had been identified.

The above receipts and payments account and statement of assets and liabilities were approved by the Trustees on and signed on their behalf by:

<b>Signature</b>	<b>Print Name</b>	<b>Date</b>
	<b>Chair</b>	
	<b>Treasurer</b>	