

Trustees' Annual Report

For the period

From (start date)

0	1	0	4	2	3
---	---	---	---	---	---

to end date

3	1	0	3	2	4
---	---	---	---	---	---

Section A

Reference and administration details

Charity name

1st Winchester Scout Group

Other names the charity is known by

1st Winchester Boy Scout Group

Registered charity number (if any)

3	0	2	3	1	8
---	---	---	---	---	---

HQ registration number

--	--	--	--	--	--	--	--

Charity's principal address

1st Place, Scout HQ, Fleming Road,

Weeke, Winchester

Postcode

S

O

2

2

6

E

E

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	Tom Shaw	Chair	
2	Mike Wilson	Group Scout Leader	
3	Edwin Loverseed	Treasurer	
4	Issie Brady	Secretary	01/04/24 - 31/12/23
5	Mike Hobby	Member	
6	Jonathan Robinson	Member	
7	Melanie Gregorian	Member	
8	Mark Weston-Smith	Member	
9	James Philp	Member	
10			
11			
12			
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

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:

The Trustee Board consists of the Chair, GSL, Treasurer, Secretary and 6 Trustees and meets every 1 month.

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.

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



Section B	Structure, governance and management (continued)
	<p>Risk and Internal Control</p> <p>The Group Trustee Board 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:</p> <p>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.</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. Additional insurance is held for those helpers who are not covered by the Scout Association policy.</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</p>

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 4 to 18 (note that the Osborne SEN section does have some scouts who are over 14 years - this has been carefully considered by the GSL, and the DC is aware). 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 a comprehensive insurance policies to ensure

Section C	Objectives and activities
Summary of the objects of the charity set out in its governing document	<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-</p>

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

The Group has seven sections: two Beaver Colonies, two Cub Packs and three Scout Troops. They all meet weekly during term-time, plus they all have a programme of camps throughout the year. The Sections have the use of the Scout Hut (the Special Educational Needs Scout Troop use the Osborne school for their meetings), although they all plan to be out and about in the local area as much as possible, particularly during the Summer. The Group has the opportunity to come together on a number of occasions throughout the year. Remembrance Sunday and Christmas carols are both hosted in local churches. There are also a number of whole group events which are often combined as opportunities to fundraise: such as the annual bonfire litter pick, and the Littleton Country Show car parking. At least once a year the group tries to organise a Family fun day which attempts to showcase scouting activities and build our community.

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.

No formal group policy exists for these aspects - they are considered by the Executive on a case by case basis. They may well become the subject of group policy in due course.

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

more of a return to pre-Covid 'normal' activity, including camps for all age-groups and well-attended Group events. The Sections have been sharing resources more and combining more activities, which is great to see. The Family Fun Day at Pinsent Camp (in May 23) was blessed with great weather, and was well attended by families from all Sections. The Group was also well represented at the St George's Day Parade, Remembrance Day saw a much better attendance by families, and the Christmas Carol Service saw the return of a Group Scout Band, which made

Service saw the return of a Group Scout Band, which made it really fun.

On a more sombre note, the Coroner's report was finally published after the death of an Explorer Scout on Great Orme in Wales in 2018. The report makes a very sobering read and has thrown a spotlight on a number of aspects related to safety. Much of this was already in place as policy, but adherence was poor across the National scouting movement. We now require all activities to be formally 'approved', with written Risk Assessments, a nominated Leader in Charge, and a nominated First Aider. Timescales for completion of initial adult training are now being vigorously enforced, along with updating of mandatory ongoing learning, with suspensions being regularly applied for leaders who are passed their allowed timescales. This can feel draconian, and it is certainly difficult to explain to a volunteer that they have been formally suspended by the Scouting Movement, but it is the only way we will change the culture.

Part of this change programme is a wholesale revamp of our adult structure and training. All our roles will change, all the role names will change, the training will change, the IT system we use to manage all this will change. The changes will no doubt be a challenge to transition to, but the new structure, training and processes will be better – they address many frustrations that we all have with the current system. Having said all that, the change is on hold at this time because the IT system needed some more integration work and testing, but it will arrive in due course. Some of our 'longer in the tooth' volunteers still remember clearly the debacle of the introduction of the 'Compass' IT system that we still use, and Scouts are determined to not let this happen again, hence they are taking a low-risk approach by delaying introduction of the new system until it has been

delaying introduction of the new system until it has been proven to be robust.

We continue to make ever-better use of the On-Line Scout Manager IT system – OSM is quite independent of the Scout system (that is used to manage Volunteers) and it is focused on running a Scout Section. It has been developed by Scout Leaders for Scout Leaders, and it continues to evolve and expand. We don't use all its facilities, but we are now sharing best practise across the Sections, and it is taking more of the administrative burden off our busy leaders, which is great.

I would like to highlight the great work by all our volunteers: we have the Section leadership teams, delivering front-line scouting week in, week out during term time, plus arranging and delivering camps. And we also have a really great team of supporting staff. The most significant new addition to this team is Sarah Lodge, who has now added the Training Advisor and Coordinator role to her already busy role as a Leader. This training role is absolutely fundamental now to how we manage the repercussions from the Great Orme death – Sarah is proactively keeping us on track and preventing us from suffering a significant number of suspensions.

I am encouraged by the level of volunteering and commitment by adults, which is delivering a full range of

Section E	Financial Review
<p>Brief statement of the charity's policy on reserves</p>	<p>Reserves Policy</p> <p>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. This means the Group holds a sum equivalent to approximately 1 year of ordinary subscription income - approximately £21,000. The Group has no staff wages or pensions to maintain a reserve for.</p> <p>The trustees note that, in addition to maintaining a scouting programme, we must ensure that the scout HQ remains available for the use of a pre-school during the daytime in accordance with our commitments to Hampshire County Council in respect of their grant funding for the 2014 rebuilding programme.</p> <p>The Group's largest sources of revenue in normal times are membership subscriptions, and the renting out of 1st Place when not being used for scouting. The Group maintains business continuity insurance to mitigate the risk to this revenue in the event that the building was unavailable (due</p>

Quantify and explain any designations

In the first years of this plan, the trustees' financial focus was to finance as many of the deferred optional build elements (movable partition (2015) and external stores (2017)) as was determined as affordable at the time and to clear the debt incurred in the 2014 rebuild. The remainder of the loan was repaid in 2021.

In the coming years the trustees will aim to complete such of the remaining optional elements of the rebuild (such as the hard path along the front of the building) as they deem appropriate at the time, and then commit accumulated surpluses to form a building replacement fund in anticipation of the need to finance a move in 2044, or a rebuild/refurbishment a few years later.

It is anticipated that the building replacement fund alone would not be sufficient to replace the building. The expectation is that the trustees will assess the costs of rebuilding and look for additional sources of finance (grants,

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

N/A

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);

Investment Policy

To date the group has had insufficient 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 currently held in cash using only mainstream banks or building societies.

- how expenditure has supported the key objectives of the charity;

The Group Trustee Board 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.

- investment policy and objectives;

The Building Fund is a longer term proposition however, and the Group Executive considers that the use of equity investments will be necessary to provide an appropriate level of return, particularly in a climate of higher inflation rates. The target is to achieve a fund of £100,000 by 2040. The appropriateness of the target will be reviewed annually.

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

1st Winchester Scout Group is essentially operating at capacity'. The Scout Hut is used each weekday evening by one or two sections, as well as by Explorers. There is no scope for an additional beaver, cub or scout section in the weekly programme at the Hut. The two Beaver colonies, two Cub packs and two Scout troops make up a pipeline that can accommodate children from 6 to 14 and allows for flexibility by offering different sections and evenings at each stage.

There is scope for starting a Squirrels Drey for children from 4 to 6, and the Group is looking at recruiting volunteers to run this. Because of the use of the Hut by the nursery group during the week (Mon - Fri), the Squirrels frey would be restricted to running either on Saturday or Sunday.

Growing the movement, a key part of the Scout Association Strategy, is also achieved by supporting the growth of other Groups. Support is provided to the 2nd Winchester Scouts (Osborne Scouts) through the extension of the Trustee

Section G Declaration

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

Signed on behalf of the charity's trustees

Signature(s) *Thomas Shaw* *Mike Wilson*

Full name(s) Tom Shaw Mike Wilson

Position (eg Secretary, Chair) Chair Group Scout Leader

Date 1 7 0 7 2 4

