

# Trustee's 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 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 

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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	Tom Shaw	Chair	
2	Mike Wilson	Group Lead Volunteer	
3	Edwin Loverseed	Treasurer	
4	Mike Hobby	Member	
5	Jonathan Robinson	Member	
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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.

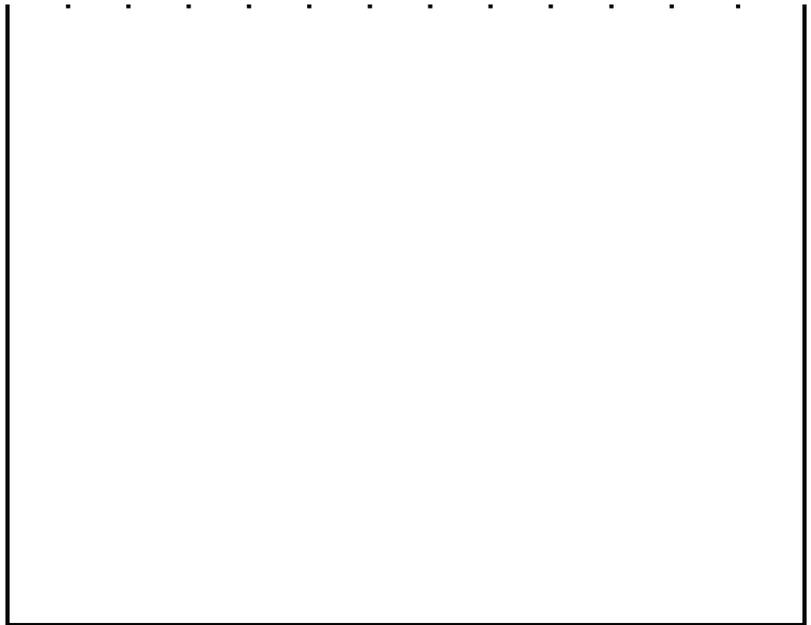
Policies and procedures adopted for:

The Trustee Board consists of the Chair, GLV, Treasurer, and 2 Trustee Members. The Board is supported by a Secretary and they meet once a month to manage the charity's affairs.

a) the induction and training of trustees; b) tru

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

This 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**

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:

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 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.

Reduced income. The Group is primarily reliant upon income from subscriptions and from hiring the Scout Hut to a nursery. 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.

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 GLV, and the DLV 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 comprehensive insurance policies to ensure that insurable risks are covered.

Section C	Objectives and activities
Summary of the objects of the charity set out in its governing document	<p><b>The Purpose of Scouting</b> Scouting exists to actively engage and support young people in their personal development, empowering them to make a positive contribution to society.</p> <p><b>The Values of Scouting</b> As Scouts we are guided by these values:</p> <p><b>Integrity</b> - We act with integrity; we are honest, trustworthy and loyal.</p> <p><b>Respect</b> - We have self-respect and respect for others.</p> <p><b>Care</b> - We support others and take care of the world in which we live.</p> <p><b>Belief</b> - We explore our faiths, beliefs and attitudes.</p> <p><b>Co-operation</b> - We make a positive difference; we co-operate</p>

**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

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 Trustee Board 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

This last year (from April 2024 to March 2025) saw transformation of adult roles in scouting, along with associated changes to adult training and a new supporting IT system. Roll-out was delayed

for nearly a year due to concerns about integration of the various IT modules. Most of the changes brought in are welcome improvements to language and process, along with a much-needed refresh of the training requirements. Individual volunteers can now manage their own training, with completions automatically recorded on their account. We can now also complete key processes online, such as camp approvals.

Unfortunately, the new system has been beset with problems, making the management of adult volunteers particularly problematic. This has absorbed much time and effort, and has been a considerable distraction for all involved. Improvements are being made, but goodwill and confidence have been eroded. We have also lost volunteers due to stresses induced by this new system.

In other news, I would say that we are still suffering post-Covid: it feels like we have more behavioural challenges than we did before, numbers are down a little, and numbers attending camps have been low, albeit they are re-growing slowly. We do have a strong set of Section leadership teams, we have more joint working between the pairs of Sections. We have a very healthy flow of new volunteers (and I must call-out our membership secretary, Issie, for her significant role in this), we are in a strong financial position, and I would say we are very well poised to set up a Squirrels section, a 'Drey'.

The annual programme of Section and Group events seems to be working well, and whilst we do some fund-raising events such as the Littleton Car Parking, I think we can happily say that we are doing them as a community service and for ourselves, rather than because we must to raise money. This is a great place to be, doing things because we want to, not because we have to.

Our relationship with the Nursery is improving, with better communications and more mutual understanding. We are working well together to improve the building, the grounds and

working well together to improve the building, the grounds and the facilities for all. Hosting the Nursery has put more pressure on the adult volunteers to keep the building fully functioning and available for the nursery, for every working day of the year - but it is worth it. I would nevertheless like to thank all the adult volunteers for their ongoing forbearance with the frictions and restrictions that the nursery create.

We continue to make ever-more use of the Online Scout Manager system (OSM), and it is great to see it evolving to be an ever-better tool to run scouting sections with.

The Family Fun Day at Pinsent Camp (in May 25) was again 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, and the Remembrance Day and the Christmas Carol Services saw a better attendance by families.

I would like to highlight the great work by all our volunteers: we have confident Section leadership teams, delivering front-line scouting week in, week out, plus arranging and delivering camps. And we also have a really great team of supporting volunteers.

I am encouraged by the level of volunteering and commitment by adults, which is delivering a full range of programme activities for the Young People in our community, preparing them for life and also providing rewarding opportunity for the adults themselves. The Group continues to feel strong and confident at a time of real need.

## 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. 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.

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.

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 to fire etc.), but it is not possible to insure against the business risks of the nursery itself.

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, fund raising, loans) as may be required starting 2039.

Quantify and explain any designations

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);

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

- investment policy and objectives;

**Investment Policy**

To date the group adopts a low risk strategy for its operating capital and primary reserves. All funds are currently held in cash using only mainstream banks or building societies.

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.

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. During the course of the year in review the trustees have opened an account for equity investments in to which they intend to transfer the building fund. Due to some administrative matters around account set-up no transfer has yet taken place, but the intent remains for the coming year.

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 Board and GLV to provide oversight.

**Section G Declaration**

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

Signed on behalf of the charity's trustees

Signature(s)	<i>Thomas Shaw</i>	<i>Mike Wilson</i>
Full name(s)	Tom Shaw	Mike Wilson
Position (eg Secretary, Chair)	Chair	Group Lead Volunteer
Date	1 1 0 7 2 5	

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