

# Trustees' Annual Report

For the period

From 01.04.06 to 31.03.07

**Charity name:** 74<sup>TH</sup> Oak Street Scout Group

**Other names the charity is known by:**

**Registered charity number (if any):** 524801

**Charity's principal address:** Canterbury Road  
Sheffield

**Postcode:** S8 9QD

## **Names of the charity trustees who manage the charity**

<b>Name</b>	<b>Office</b>	<b>Dates acted if not for whole year</b>
Steve Crann	Group Scout Leader	
Fiona Rhodes	Chairmen	
Joanne Clay	Secretary	
Joanne Goligher	Treasurer	
Kathryn Wells		
Martyn Foster		
Denise Anderson		
Linda Ives – Owen		
Samantha Longley		

## **Names and addresses of advisers (optional information but encouraged as best practice)**

<b>Type of advisor</b>	<b>Name</b>	<b>Address</b>
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**None**

## **Structure, governance and management**

### **Description of the charity's trust**

#### **Type of governing document**

The Groups 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.

#### **How the charity is constituted**

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

#### **Trustee selection method**

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)**

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 And meets every month.

This Group Executive Committee exists to support the Group Scout Leaders 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-committee 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:

Reduction or loss of members. The Group provides activities for all young people aged 6 to 14. 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.

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.

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.

### **Objectivities 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.

### **Achievements and performance**

#### **Summary of the main achievements of the charity during the year**

The Beavers have done lots of activities, as well as their usual crafts and games. Courtesy of Sheffield Canoe Club they went canoeing at Outbridge and spent a glorious summer evening on the River Don. In contrast on a very wet Wednesday evening they went for a local walk to learn about the history of the area they live in. They have also been hiking on part of the Sheffield round walk.

Two of our Beavers achieved their Chief Scouts Bronze Awards.

Under the leadership of Kathryn Wells, and supported by Nicola and Neil, our Cubs are as busy and active as always. A welcome return to our Cubs was Carol Duke, who left for a short while - but missed us so much she just had to come back! It's good to have her back.

Thank you also to Laura Howell for her help to Cubs.

During the year our Cubs have been on a pirate themed camp, done well in the Swimming Gala and made some brilliant Christmas cakes (see Kathryn for the recipe – but not the one using salt instead of sugar – oops!). The Cubs completed their Naturalist badge and did a food tasting evening – apparently mangosteen is delicious! As well as this, there have been sleepovers, hikes and a day trip to Gilwell Park, in London.

Our Scouts are fantastic, thanks to Martyn Foster, Megan Brown and Ben Abel.

Martyn took a lot of convincing to do this job, but now that he is doing it, he has proved to me what I always knew – that he could be a good Scout Leader.

Martyn and Megan have been joined this year by Ben Abel. Ben is an ex- WVU member, who has also been a Scout Leader in Stockport. We welcome Ben and his experience to our group. Some of the scouts' activities undertaken this year include night hikes, canoeing, cooking, climbing, camping, several sleepovers, helping at the local school fete and the Classic car show.

## **Financial Review**

The Group does not have sufficient funds to invest in longer term investments. The Group has therefore adopted a risk adverse strategy to the investment of its funds. All funds are held in cash using only mainstream banks or building societies.

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.

The principle sources of funds are subscriptions and specific fundraising event such as the annual Bonfire and Fireworks display.

## **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 12X months running costs, circa £1500

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

Signed on behalf of the charity's trustees

Fiona Rhodes  
Chair

Steve Crann  
Group Scout Leader