

Trustees' Annual Report & Accounts

1st April 2022 - 31st March 2023



Explorer Scouts in Scotland

The Scout Centre
Oaken Lane
Claygate
Surrey
KT10 0RQ

Section A: Reference and Administration Details

Charity Name: 1st Claygate Scout Group
Scout Association Registration No.: 05971
Charity Registration No.: 308135
Charity's principal address: see front cover
For the period covered, members acting as charity trustees were:

Ex-Officio:

Chairman	Stuart Ballard
Treasurer	Gary Ernest
Secretary	Rosy Treasure
Group Scout Leader	Hugh Gostling
Assistant Group Scout Leader	Debbie Bowles (until December 2022)
Assistant Group Scout Leader	Mark Aulds

Trustees Nominated:

President	vacant
Vice President	Allan Carruthers

Graham Gibbs remains a Vice President of the Group but is no longer a Trustee

Trustees Elected:

Estate Management	Roger Hoad
Transport	Colin Coburn
Communications	Emma Smith
Parent Representatives	Becky & Guy Billingham
Quartermaster	Jonathan Dawes

Bankers: CAF Bank, West Malling

Barclays Bank, Esher

Independent Examiner: Ross Taylor

Visit www.claygatescouts.org for more pictures and to keep up to date by subscribing using the Keeping in Touch link on our Home Page!

Section B: Structure, Governance and Management

Governance

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 Scout Groups, and appoints its Trustees in accordance with the Policy, Organisation and Rules of the Scout Association.

The Group is managed by the Trustee Board (formerly referred to as 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 of proper accounts and making returns to the Charity Commission as appropriate.

The Board consists of 3 independent representatives, Chair, Treasurer and Secretary together with the Group Scout Leader and Deputy Group Scout Leader (formerly referred to as Assistant Group Scout Leaders), individual section leaders (by request) and parent representation, and meets every 2 months. The members for the year under review are listed inside the front cover and met together during the period on the following dates: 27th April 2022, 14th June 2022, 21st September 2022, 16th November 2022, 18th January 2023 and 15th March 2023.

Trustees complete Trustee Introduction Training on-line within the first 5 months of joining and are all DBS-checked.

The Board exists to support the Group Scout Leader in meeting the responsibilities of the Group including:

- Compliance with the Policy, Organisation and Rules of the Scout Association;
- The maintenance of Group property and equipment;
- The raising of funds and the administration of the Group finances;
- The insurance of persons, property and equipment;
- Assisting in the recruitment of leaders and other adult support;
- Promoting and supporting the development of Scouting in the local area;
- Managing and implementing the Safety Policy locally;
- Appointing any sub-committees that may be required;
- Appointing Group administrators and advisors other than those who are elected;
- Ensuring young people are involved in decision making;
- Managing the opening, closing and amalgamation of Group sections as necessary.

Risk and Internal Control

Whilst the risk of a pandemic has reduced since 2020, with the Covid virus being considered in the same way as any other illness, it remains on our risk list. Thus, the major risks, and action to mitigate them, are as given below.

1. *Fire, burglary and other damage to the building and equipment:* The Group would request the use of buildings and equipment from neighbouring organisations. The Group has sufficient building and contents insurance in place to mitigate against permanent loss.
2. *Injury to leaders, members, helpers and supporters:* Risk Assessments are undertaken before all activities whether virtual or face to face. These follow guidance from the Scout Association and Government as appropriate. In addition, the Trustee Board has a standing item on their meeting agenda to consider any mitigating action required to address any reported incidents. The Group,

through the annual membership fees, contributes to the Scout Association's national accident insurance policy.

3. *Reduced income from fundraising:* 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 (see Financial Strategy on page 14). The Trustees could raise the value of subscriptions to increase the income to the Group either temporarily or permanently.
4. *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 might have to be closures. To mitigate this the Group actively encourages all new parents to assist in whatever way they can and guarantees places for leaders' children.
5. *Reduction or loss of members:* The Group provides activities for all young people aged from 6 years of age and upwards. 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, or in the worst-case scenario, the complete closure of the Group.
6. *Any event causing widespread or severe health issues among young people, leaders and others, which impact the Group:* Sections will be run virtually using tools like Zoom. Risk assessments for the resulting scenarios will be considered and implemented following Government guidance and guidance from the Scout Association as appropriate. Expenditure will be monitored to ensure lower revenue does not adversely impact the Group's financial situation.

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 bank payments and comprehensive insurance policies to ensure that major insurable risks are covered.

Section C: Objectives and Activities

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

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.

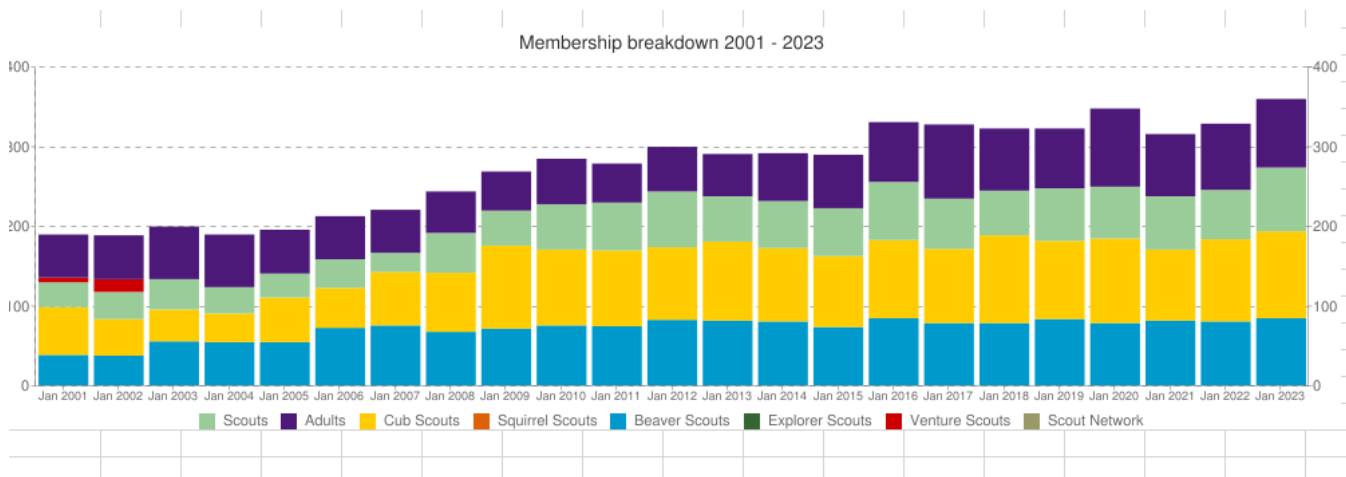
Group Objectives

As part of the Scout Association, the aim of the Group is to promote the development of young people in achieving their full physical, intellectual, social and spiritual potential as individuals, as responsible citizens and as members of their local, national and international community. The method of achieving this aim is by providing an enjoyable and attractive scheme of progressive training, based on the Scout Promise and Law and guided by trained adult leadership.

Group Scout Leader's Report

2022/23 was a year when all the Covid related restrictions had been removed and our full Scouting Programme could return. I am sure we all hope that we have heard the last of Covid restrictions. The Summer of 2022, saw a Group Camp, Surrey County Bazzaz, District Cub Camp, Scouts to Appletreewick in the Yorkshire Dales and Explorers to Cornwall.

I always say that Scouting is a federation of the like-minded and the willing, and it is remains that these are key characteristics that give Scouting its strength in 1st Claygate. This strength is embedded across all nine Sections and across our activities in the Group; water sports, DofE, Young Leader Programme and the 1st Claygate Scout and Guide Band.



So you will see that, whilst our numbers when measured in January 2021 were reduced due to the Pandemic, as the graph above shows, in 2023 they are now 5% above our recorded membership numbers in 2020 just prior to the Pandemic.[Note the last 3 columns are Jan 2021, 2022 & 2023]

Census	Jan-13	Jan-14	Jan-15	Jan-16	Jan-17	Jan-18	Jan-19	Jan-20	Jan-21	Jan-22	Jan-23
Beaver Scouts	81	80	73	84	78	78	83	78	81	80	84
Cub Scouts	99	92	89	98	93	110	98	106	89	103	109
Scouts	57	59	60	73	63	56	66	65	67	62	80
Explorer Scouts	Data recorded in District Return				27	32	29	37	38	36	46
Total YP	237	231	222	255	261	276	276	286	275	281	319
Adults	53	60	67	75	93	78	75	98	78	83	86
TOTAL	290	291	289	330	354	354	351	384	353	364	405

The table above shows how the Group numbers have changed over the last 10 years. I can now include our Explorer Scout numbers from 2017, which were previously recorded elsewhere in national data.

This year has seen young people gaining awards and also being seen out and about enjoying their Scouting.

Scouting provides a sense of connection and belonging, and young people really benefit from working in groups and socialising. Scouting offers this naturally, alongside the training programme.

1st Claygate has a fantastic leadership community, and this report is a summary of what has been achieved in the Group. There is a tremendous amount to be proud of, and it is this great leadership community right across 1st Claygate comprising of adults and young leaders within all sections that provides the inspiring programmes for young people, and I give thanks for everything they are doing.

As a Scout Group we've been focusing on five key areas:

1. Delivering great programmes across all Sections for our young people, which provide opportunities to work in teams and offer young people leadership opportunities.
2. Developing existing adult volunteers with training and support and recruiting new adults into leadership roles.
3. Developing Young Leaders
4. Keeping everyone safe
5. Continuing our involvement with our community

The dedication of our truly inspiring adults across all the sections and activities is to be celebrated and they should be thanked many times over.

The District Dragon Duke of Edinburgh Awards Group provides support across Esher District. The aim of the group is to provide all members aged between 14 & 25, with the opportunity to participate in the Duke of Edinburgh's award scheme and at the same time achieve the equivalent Scout awards. This continues to be very successful.

The Young Leader Explorer Group provides training and support to our Explorer Scouts. It delivers the Young Leaders' Scheme sets out to enable to support Explorer Scouts to take part in the Young Leaders programme. It supports their personal development and prepares them for further education, and the workplace, with confidence in their capabilities and with Skills for Life. This programme has gone from strength to strength, and I wonder how we would do without it. Many thanks to Jonathan Perkins who has led on this initiative.

I offer my thanks and gratitude to everyone involved in 1st Claygate Scout Group, which ensures Scouting continues to provide fun, challenge, adventure and companionship to young people and adults alike –

Adult Leaders

We said goodbye to **Debbie Bowles** and **Kim Gilbert** as Section Leaders. They both remain connected to the Group and their continued involvement is always welcome.

We have welcomed **Sam Burgess, Kirsty Turner, Sheree Yates, Francois Conradie, Rob Farquhar, Vina Kapasiawala, Andy Nowak, Oliver Sealey, Chris Stephens, Dominic Trueman and Tom Reid** to our Beaver Sections. In the Cubs we have welcomed, **Victoria Jefferies and Caroline Richards**.

Beavers

The following report is from the Beaver Leader Team: Micheline Foreman, Emma Smith, Lucy Stimson, Caroline Li & Rosy Treasure

The Summer Term in 2022 for Beavers began in the week beginning on 25th April following the Easter Break. As always, we were pleased to be able to hold more sessions outside and especially to be able to have a Beaver Sleepover for Group Activity Weekend at Walton Firs – the first for all of our Beavers because of the Pandemic. We chose the theme of Pirates which meant holding a battle in pirate ships with fully jewelled cutlasses! We also took a coachful of Beavers to Bazzaz which is a county event held at Merrist Wood College. This is a huge event and while the leader team offered everyone the chance to make stomp rockets, parents took groups of Beavers around the site to experience all manner of

activities from caving to radio broadcasting! A great time for all who attended. We did of course celebrate the Queen's Jubilee in June in a variety of ways.

In the Autumn, the District Team put on its first event bringing together all Beavers from the 11 Groups in the District. It was held at Hinchley Wood School and involved Beavers carrying out a series of activities based around a theme which in this case was Alice in Wonderland. This was followed by a short play which all enjoyed.

In December 2022 we were all sad to say goodbye to Debbie Bowles (more commonly known as Owl) who had been running Oak Colony for 20 years and Kim Gilbert (Rabbit) who had been supporting her for 17 of those. She of course went out with a bang by providing Christmas Dinner at the traditional Christmas Party held for all Beavers in the Group. This now numbers 80+. We were pleased to be able to give her a good send-off in her retirement.

Debbie's departure left a gap in both Maple and Oak Colonies. Thankfully we were able to keep both colonies running by existing leaders 'doubling up' and new leaders stepping forwards. Together with support from the other colony Beaver Leaders and Young Leaders, we are pleased to have provided continuity for the young people.

Highlights of the Spring programme were probably the evening where Beavers brought in their pets for everyone to meet as part of the Animal Friend badge and also earning their Stage 1 Musicians badge for taking part in an evening led by Emma who is a leader in the Band as well as with Sycamore Colony.

The Chief Scouts Bronze Awards went to the following Beavers who are now all Cubs! We congratulate them all.

Maple: Lily Gooch, William Edwards, Freya Saunders & Freddie Poll

Oak: Hollie Holmes, Emily Adam, Adam Kamil, Theo Gibbard, Edward Nowak, Chloe Homer, Aidan Raymond, Sebby Biddle & James Checkley

Sycamore: Luca Thurston, Milo & Noah Maisey, Alex Heritage, Jamie Kennett, Toby Jones, Quinn Dowling, Jasper Rowse & Zach Carswell

Willow: Ben Scott, Stevie Allen & William Flower

Cub Scouts

The following report is from Cub Leaders, Katie Ernest, Catherine Hackett and Alistair Smith

The summer of 2022 saw a return to normal cub scouting summer activities post the COVID-19 pandemic, bringing challenges with cubs inexperienced in both camping and being away from home after the pandemic restrictions. In May we joined the Group Activity Weekend at Walton Firs with a Platinum Jubilee themed camp, and of the cubs attending, only one had ever camped as a cub before. In June we joined the Commonwealth Games themed District Cub Camp at Polyapes. We backed the camps up with focus on camping skills in the early meetings of term, and backwoods cooking, emergency aid and navigation skills over the rest of the term.

The start of the Autumn term coincided with the death of Her Majesty Queen Elizabeth II – and Lion pack marked this with the signing of a group scarf which was then taken up to London and placed with the floral tributes. Towards the end of September we took 44 cubs to Gilwell Park for a weekend of adventurous and outdoor activities. In weekly meetings we focused on the Skills Challenge, which included all cubs sewing on a button as the centre of a poppy for Remembrance Day. The cubs chose to raise funds for the Surrey Wildlife Trust at Christmas with the sale of biscuits, mince pies, Christmas cards and hot chocolate reindeer cones at the Claygate Christmas Lights, and we finished the term with the annual trip to the Panto at Epsom.

In the Spring Term, we continued our focus in the Skills Challenge, along with Home Skills, Science and Navigator badges. Lynx Pack won the District Quiz going on to represent Esher District at the County Final. We held a sixer-seconder weekend in March where a common code of conduct was agreed across all three packs, and the cubs enjoyed junk modelling crazy golf holes.

The following Cubs are to be congratulated on achieving their **Chief Scout Silver Awards**, having done a calendar year, bar 6 weeks, of their cub scouting online in 2020 -21.

Lion Pack – **Freya Crudgington, William Repetto, Jessica Argiolas, Ruben Bitner, Katy Waddington, Ben Smith, Adam Tibaldi, Cleo Colyer, Luca Rodger, Jack Dickinson, Euan Langford, Eddie Gilchrist, George Spencer, Henry Sword.**

Lynx Pack – **Jasmine Davies, Charlotte Atherton, Emily Kovacs, Ava Wood, Casey Moore, Dexter Uminski, Austin Copeland-Cale, Blaine Dakin, Seb Smith, Luca Saunders, Conor Raymond, Sam Ferriera-Lay, Daniel Alam.**

Panther Pack - **Sam Collins, Henry Owen, Benjamin Paskell, Carmel Sewell and Jenny Smith.**

Scouts

The following report is from Mark Woodward:

An action-packed year for the Troop with a full roster of camps and activities. Starting in May we had one of our biggest ever Group Activity Weekends with 65 Scouts camping for the weekend at Walton Firs with a wide range of activities on offer. A much delayed Scoutabout kept us busy at the start of July where we joined the rest of Surrey County for a fun filled weekend at Ardingly Show Ground. Late July saw a welcome return to green field summer camping at Appletreewick in Yorkshire, which also included an overnight hiking expedition on the Yorkshire Moors for the older Scouts. With the regular Frost camp in February, we totalled over 400 nights away during the year.

In addition to regular weekly programme, we ran seventy kayaking and ninety archery taster sessions and tried out various new activities including a river crossing pioneering challenge in Arbrook Common. The District night hike and day hike events were again popular, with multiple teams entering both competitions.

Throughout the year we were able to award in excess of 350 badges, including fourteen **Chief Scout's Gold Awards** to the following Scouts: **Aahna Wijeratne, Charlotte Logan, Ciara Stimson, David Govender, Jamie Aulds, Jess Warriss, Joel Crudgington, Liam Hides, Luke Sewell, Lydia Aulds, Martha Barlow, Ruby Dunman & Tom Sturgeon**

Explorer Scouts

The following report was provided by Mark Burrows:

This last year has seen the Selachii Explorer Unit grow and flourish. With a significant number of Scouts joining the overall numbers of active Explorers have increased, with an even greater gender diversity of gender and good cross section of ages.

There was a well-attended Summer Expedition in Cornwall in July'22.

In addition there was good progress in various Scout and DofE awards; we have been able to support expedition's for Platinum/(DofE Bronze), Diamond/(DofE Silver) and Kings Scout(DofE Gold) expeditions in areas ranging from Sussex to the New Forest and the Brecon Beacons. These expeditions have shown the Explorers as able and motivated as ever, with no required "modifications" for Covid.

There was also a number of Explorer's completing their Young Leaders qualification.

Throughout the terms we had a monthly focus on different core Scouting skills including cooking, fire lighting, navigation, personal skills and first aid. We interspersed this with activities such as climbing on a local climbing wall, the Winter Activity Weekend in the Peak District and cycling. We also took part in various District arranged activities, competing for the Scope Trophy award.

We have also continued to contribute in related Scouting initiatives such as the Band, volunteering, raising funds for our attendee at the 2023 Jamboree and other community activities.

So overall Explorer's had a good active year with growing participation, greater diversity mixed with normal youthful enthusiasm.

Explorer Scout Young Leaders at 1st Claygate

In the words of Jonathan Perkins:

The Group benefits immensely from its Young Leader volunteers.

Young Leaders are Explorer Scouts who volunteer with a Beaver Colony, Cub Pack or Scout Troop. They plan, organise and run games, activities and parts of the programme. Young Leaders bring new ideas and youth-shaped thinking. They provide positive role models to the young people they're leading. They are integral members of the Section's leadership team. They play a full part in planning, leading and delivering their Section's week-by-week programme.

Claygate Young Leaders have been fully engaged with the Surrey Young Leader Scheme which is completed in four stages: Games, Activities, Programme Planning and Programme Delivery. The Young Leaders combine their weekly experience in Section meetings with relevant online training, all available via the Surrey Scouts website, and practical workshops at the Surrey Scouts Young Leaders conferences, to build their confidence and knowledge. Over 20 of our Young Leaders have attended one of these conferences during the year.

Young Leaders stand out from their peers and friends because of their highly practical, leadership capabilities and experience. They have #skillsforlife.

Some of our Young Leaders have also started on a unique new Surrey Senior Young Leader Award. This involves workshops on how to Lead Yourself; Lead Together (Teamwork); and Lead Others. In addition, these senior Young Leaders continue to plan, organise and deliver their Section's week-by-week programme.

The Senior Young Leader Award concludes with achieving a BTEC Level 2 Diploma in Teamwork and Personal Development in the Community. This externally recognised qualification considerably enhances a cv for our Young Leaders.

Generally, there are 2-3 Young Leaders at any one time in each Section. The total numbers of Young Leaders active over the year (broken down per Section) were:

Section	Number of YLs in total over 12 months
Beavers	14
Cubs	11
Scouts	3
Band	1
TOTAL	29

Congratulations to **Zach and Will** on gaining their Young Leader Belts during this year.

A number of our Claygate Young Leaders volunteered during the year to be filmed as part of some promotional videos for Young Leaders in Surrey. These can be viewed on the website here: [Surrey Scouts Young Leaders | Surrey Scouts \(surrey-scouts.org.uk\)](http://Surrey Scouts Young Leaders | Surrey Scouts (surrey-scouts.org.uk)).

Thank you to all the Section Leaders for supporting your Young Leaders.



Scout Active Support Unit (SASU)

Prepared by Group Secretary, Rosy Treasure

The role of SASU Leader remained vacant with our Deputy Scout Leader Mark Aulds regularly sending out requests for support as and when needed. There are currently 25 members of the unit including our Webmaster Rhid Tinkler who is to be applauded for the work he does in maintaining and updating the website. This is a really critical role in these times and Rhid's employer (BP) also donates funds to the Group through their Employee Matching Time Grants.

Scout and Guide Band

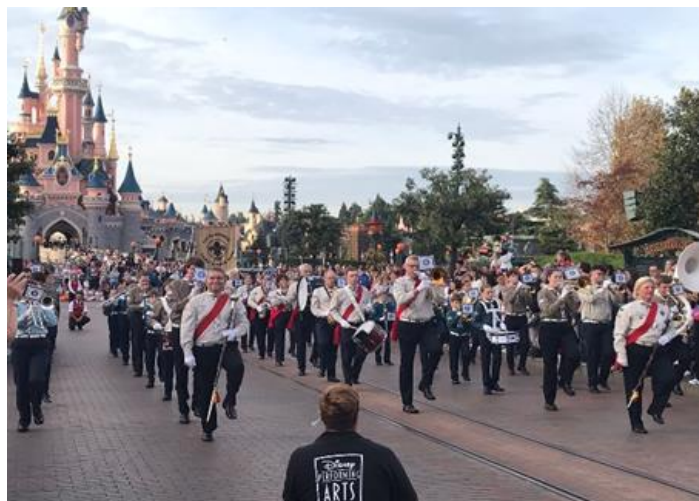
Band Leader Robin Wilkinson provided the following report:

2022/23 has been another successful year for the Band. In particular it has been great to welcome many new members to the training and junior band. Bringing in new young talent bodes well for the Band's continued development and success. I also want to express my thanks and gratitude to all of the leaders and young leaders for helping to make the Band a success and in particular for the support given to newer band members. We could not continue without such a dedicated group of leaders. Thank you for all that you do.



We were delighted to get back to a full programme of events after the challenges of COVID. In the summer term, we supported the District St George's Day parade and were proud to take part in the closing ceremony of ScoutAbout before ending the term as we have done for the last 20 years at the Claygate Flower Show where we opened the afternoon arena events. The autumn term is always the busiest, and this year was no exception (including a fabulous trip to Disneyland Paris - more on that below). We were delighted to have been picked to take part once again in the Lord Mayor's Show in central London - a huge event in front of thousands of people (and live on BBC too!). For once the weather was dry and warm a novel experience for us at the event! A particularly memorable highlight was joining forces with the Band of the Royal Marines at the end of the parade to play a march together - a truly fantastic performance. The following day, with uniforms freshly cleaned and ironed, we led the Remembrance Day Parade in Claygate and over the following seven weeks took part in a number of Christmas events in and around Claygate. The focus of the spring term 2023 was our annual concert, which was once again performed to an enthusiastic audience including the Lord Lieutenant of Surrey. The concert programme shone a light on the great talents in the Band, with many pieces written and arranged by band members and leaders, and with some excellent solo performances too. Undoubtedly a high quality event.

The year's highlight though was the Band's trip to Disneyland Paris in October, our third trip to the Disneyland over the last fifteen years. Throughout the tour, every single band member acquitted themselves superbly well which made things very easy for the leadership team. Lots of fun was had on the rides and in the theme park, but the Band also clearly enjoyed the privilege of leading the main Disney Parade. Being backstage with all of the Disney characters is always a treat, but the atmosphere along the packed parade route, in front of thousands of people, was amazing and - of course - the Band stepped up once again to give a fabulous performance.



Well done to every single band member for their contribution to another successful year.

Trustee Board (formerly Group Executive)

Prepared by Group Secretary, Rosy Treasure

In April 2023 the Scout Association renamed the Group Executive the Group Trustee Board and although this report is for the preceding year the new terminology is used where appropriate.

The Trustee Board held it's first meeting of the year in April 2022 (postponed from March) and then continued to meet face to face for the remainder of the year in the upstairs hall which provides more space.

The only change taking place during the year was the resignation of Debbie Bowles as Beaver Leader and Assistant Group Scout Leader. We are grateful to Debbie for her many years of service in these roles and the Group gave her an appropriate send-off.

We were also sad to hear the news of the death of Vice President Dennis Warren who passed away peacefully on 27th November 2022. Dennis had joined the Group as a supporter and became Chairman in 1975 and his obituary can be read at http://www.claygatescouts.org/group_obituaries.php. He will be greatly missed having had to step down as a trustee in 2021 due to ill health.

Stuart, our Chairman, continued to lead the Board of Trustees as things returned to normal, whilst keeping abreast of changes flowing down from HQ.

.Our main tasks continue to be focussed on :

- monitoring expenditure against budget
- assessing requests for special events/activities
- improving the way we operate in relation to governance
- carrying out regular reviews of policies
- maintenance of the fabric of the building and grounds
- regular servicing of boilers, alarms, extinguishers etc.;
- regular maintenance of transport;
- publicity and communication with our supporters through posters, adverts and the website
- liaison with and between our parents especially in relation to support for activities and events
- ensuring risk assessments are up to date
- maintaining existing equipment and approving new equipment purchases
- ensuring all adult volunteers are adequately trained

In addition, this year we have undertaken the following worthy of note:

- followed up on a number of requests from external parties to use the hall
- continued attempts to purchase the land leased at the rear of the centre
- improved site security following damage to fences and stealing of the boat trailer
- installed a defibrillator in the entrance lobby
- explored the addition of solar panels
- reviewed the value of named items on our insurance
- started to archive records on the Group network and generate a policy for managing records
- carried out an audit of premises
- instigated an on-line reporting system for issues

Whilst our trustees provide a wide range of skills to support the Scouters Team, we also make use of the specialist skills of supporters like Rhid Tinkler who maintains our website and deserves a special mention for his commitment to improving the way we do things.

Looking forward

The Group has now returned to running normal activities and we are now a position where we can focus to meet our challenges for the coming year which are:

- Continue to recruit more leaders and volunteers to a mix of roles in the Group.

- Work closely on the development of our Explorer Scouts AND young leaders as they enter adulthood.
- Introduce further ways of using digital technology to make life easier for everyone, including communications with past members and friends.
- Ensure that the Training of Adults and young people is at the core of what we do.

Hugh Gostling, Group Scout Leader

Public Benefit

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. Subscriptions are charged for membership to cover immediate running costs of the Group and these do not unduly restrict membership. The Group follows the principle that no one should be excluded because of their inability to pay membership subscriptions.

Two key principles which demonstrate that Scouting's aims are for the public benefit are that through the Scouting methods, young people develop towards their full potential and that there is a clear link between the benefits for young people and the purpose of Scouting. The safety of young people is taken very seriously, and the benefits which Scouting activities provide, far outweigh the risks. Any private benefits from Scouting are incidental, other than to those as a beneficiary.

The Group admits members primarily from the areas of Claygate and Esher.

Section D: Achievements and Performance

Group Chairman's Review

I am delighted to present the Chairman's Statement for the 1st Claygate Annual Report 2023. Another scouting year has flown by at 1st Claygate, with much to report on. The spirit of Scouting has always involved learning by doing, and having fun while doing so, and it is inspiring to see our young people embrace these values wholeheartedly.

The Scout Centre

Our dedicated Scout Centre remains the heart of our operations. It now feels that there has always been a second meeting room upstairs. We continue to look at ways to improve the facilities we have at the Centre.

Financial review

Sound financial management is crucial to sustaining our Group. Both receipts and payments are significantly higher this year than last year, reflecting the fact that this year has been the first year completely free of Covid interruptions.

You can see the full financial picture elsewhere in this report.

Premises upkeep and Vehicles

The maintenance of our premises, equipment and vehicles is essential to the smooth running of our activities.

Roger Hoad has worked hard to ensure the building was always in a fit state and safe for our young people to use.

The maintenance days that were run during the year were well attended by parents and other volunteers and ensured the building and grounds were kept ship-shape.

Colin Coburn managed our minibus and vans ensuring there were always available for the many activities that they are used in connection with.

Jonathan Dawes ensured we had equipment in a fit state to ensure camps and numerous other activities could proceed smoothly.

Fund raising

Fundraising remains a cornerstone of our financial stability. We are grateful for the creativity and dedication of our fundraising champions and the generosity of those that support the various events and our individual donors.

The financial statements provide more information on revenue and expenditure from our fund-raising events. Any surplus generated remains a key part of our budget planning each year.

With more fundraising events comes the need for more volunteers. It needs to be recorded that however small a part you play it is all very helpful to our raising money, contributing to community relations and group wellbeing.

We acknowledge the support from Surrey County Council and Claygate Parish Council, as well as similar organisations that have provided financial support.

Charitable activity & community relations

Our Scout Group has always prided itself on being an integral part of the local community. The Group's profile in Claygate is very high and we remain committed to our role supporting the local community where we can.

Publicity and Communications

Effective communication is vital in ensuring that our Scout Group remains visible and accessible to both current and potential members, and to the wider public. Emma Smith continues to handle this efficiently for us.

Rhid Tinkler continues to work hard to ensure our IT systems support the Group in the best way possible with ongoing improvements in that area.

Adult support & recruitment

While we have achieved much in the past year, there is always room for growth and improvement. We welcome the involvement of parents, guardians, and members of the community who wish to contribute their time, skills, or resources to support our Scout Group. Your assistance is invaluable in helping us continue to provide exceptional experiences for our young people.

Parent representatives

The Parent Representatives system acts as a liaison between parents and leadership and also ensures there is appropriate volunteer support for our various events. Becky and Guy Billingham continue to co-ordinate this and I thank them for this and also thank the various parent representatives for their time.

Safety, safeguarding and risk management

The safety and well-being of all involved in the Group's activities is paramount. We have continued to adhere to high standards of safety and safeguarding protocols. Our leaders undergo training to ensure they are equipped to create a secure environment.

The principal risks of running the Group are outlined elsewhere in this report. "Safeguarding, health and safety" is a standing agenda item at the Trustee Board meetings, as we continue to ensure this important subject is given the attention it deserves.

Thanks

A successful Scout group like ours relies on the help and support of literally hundreds of people. Thank you to all who have contributed to the Group in the last year. Our team of leaders give up so much of their time to ensure they continue to deliver fun and skills to our young people. The adults and parents who help at meetings and activities are key to this. To those who support the Group in some capacity whether on the Trustee Board, Scout Active Support members, fund-raisers, doing administration, practical help or whatever, a big thank you. Particular thanks go to those people mentioned in the paragraphs above and of course to Hugh, Mark, Gary and Rosy on the Trustee Board who each devote so much of their time to the Scouting movement.

In closing, I want to express my heartfelt gratitude to every member, volunteer, supporter, and sponsor who has made the past year such a success. It is your dedication, passion, and belief in the power of Scouting that enables us to continue to help our young people learn and grow.

Stuart Ballard, Group Chairman

Section E: Financial Review

Financial strategy

The long-term financial strategy of 1st Claygate Scout Group ("the Group") is:

- To fund through subscriptions regular expenditure on the Scout Centre, administration, leader training, the weekly programme of meetings, transport costs and the annual membership fee levied to every member of the association by UK Scout Headquarters, Surrey County Scouts and Esher District Scouts.
- To make activities such as camps, trips, etc. self-funding.
- To fund through fundraising activities capital expenditure such as building improvements, equipment for new activities, vehicles, camping and other equipment renewals, band instruments and IT to allow the leaders to maintain delivery of a high-quality scouting programme.

Reserves Policy

Over the medium- to long-term we aim to maintain cash reserves at a level that enables us to continue to provide a full programme of activities and capital expenditure for three years in case of an unpredictable set of events which cause a reduction in the Group's revenues. We estimate this to be £105,000. This is our assessment of the worst-case scenario and assumes that our net fundraising falls by 50% and membership subscriptions decline by a third. Our experience managing through the Covid-19 emergency has indicated that this level of reserves is fully justified and appropriate.

Basis of preparation of accounts

The accounts are prepared on a receipts and payments basis which is permitted under current legislation for charities with receipts below £250k in their financial year.

Financial review 2022-23: receipts and payments

This was the first year since 2019-20 that we managed a normal year of revenues and expenditure, unhindered by COVID constraints and regulations. It is pleasing to report that the Group's finances recovered well and membership of the Scouting sections reached record levels.

Subscriptions and Gift Aid

For the third consecutive year subscriptions were held at £50 per term throughout the year, achievable partly because of government grants received during the COVID pandemic, together with good control of costs at the Scout Centre. Gross subscription income was £47,574 (Prior Year (PY) £46,105), a 3% increase solely due to higher number of young members registered.

Most parents register for Gift Aid on subscriptions, which provides an additional 25% income and helps keep the overall level of subscriptions down (they would need to be £62 instead of £50 per term if Gift Aid was not claimable). Gift Aid received during the year was £11,610 (PY £6,754) – the prior year figures being impacted by the lower membership fees charged during the pandemic. We are very grateful for parents' continued support by registering for Gift Aid.

Fundraising

Fundraising activities raised record sums, particularly from sale and delivery of Christmas trees, receipts from the beer festival, jumble sales and bedding plant sales and fireworks night. Gross fundraising receipts were 28% higher at £80,171 (PY £62,437). Net fundraising receipts of £42,373 were 50% higher than the prior year (£28,330) and enable us to build up reserves for future capital purchases.

Activities

Section activities were largely restored to the pre-pandemic scale and were well supported by our young members. Total activity receipts were £67,199 (PY £23,797) and expenditure was £76,939 (PY £28,196). Due to the cash accounting methodology, receipts are recorded in the financial year they are received, even if the activity takes place in a future financial year: this explains why expenditure was higher this year than receipts. The main activity for which significant receipts were received in earlier years, was the band trip to Disneyland Paris in Oct '22 and the Group Camp held in May '22.

Other Income

Grants and other income received is £2,143 (PY £11,747). The current year figure represents the insurance receipt following theft of our trailer in April 2022: the prior year figure represents the final tranche of government COVID grants, plus a local government grant for a space heater acquired during the COVID pandemic to heat external gazebos.

We received donations, primarily from company gift-matching schemes, of £7,355 (PY £5,977). These are shown as unrestricted donations. We also received some income from use of our minibuses, primarily from activities run by Esher District Explorers and use by local schools.

We received bank interest of £2,134 (PY £262) as interest rates on savings increased from the low levels of the previous few years.

Costs

The cost of running the Scout Centre, which includes insurance, gas and electricity, water rates, maintenance of the building/grounds and cleaning, was £30,173 (PY £25,203). The increase mainly comprised higher energy costs – partly because of the return to full scouting but also due to the well-advertised increase in energy costs in the past year – plus some significant work to the grounds including re-painting of the car park markings and a tree safety survey. Transport, administration and equipment maintenance were all higher than prior year as a result of the return to 'normal' scouting operations.

Capital expenditure was subdued at £1,269 compared with £16,025 in the prior year. The prior year figure includes £12,764, being the final payments for Project Merlin, the extension of the Scout Centre completed in February 2020. A number of capital projects are in progress, but the costs will be incurred in the 2023-24 financial year.

Cash

The cash balance on 31st March 2023 was £140,817 compared with £98,291 at 31st March 2022. £115,963 is held in interest-bearing accounts. Restricted funds of £10,000 comprise a legacy received some years ago which is earmarked for future purchase of land currently leased by the Group.

Assets and liabilities

As the accounts are maintained and prepared on a cash basis, there is no Group balance sheet.



1st Claygate Scout Group

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Receipts and payments accounts

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For the period
from

1st April 2022

To

31st March 2023

Section A Receipts and payments

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
A1 Receipts					
Membership subscriptions	47,574	-	-	47,574	46,105
Less: Levy for District, County & HQ	(15,171)			(15,171)	(13,691)
Membership subscriptions retained	32,403	-		32,403	32,414
Gift Aid	11,610	-	-	11,610	6,754
Regular Fundraising Gross	80,171	-	-	80,171	62,437
Income from Activities	67,199	-	-	67,199	23,797
Donations & Use of Equipment	8,941	-	-	8,941	6,383
Grants and other income received	2,143	-		2,143	11,747
Solar panels	862	-	-	862	905
Bank interest	2,134	-	-	2,134	262
Sub total (Gross income for AR)	205,463	-	-	205,463	144,699
A2 Asset and investment sales					
Sale of Assets	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	205,463	-	-	205,463	144,699
A3 Payments					
Premises	30,173	-	-	30,173	25,203
Regular Fundraising expenditure	37,798	-	-	37,798	34,107
Activities	76,939	-	-	76,939	28,196
Transport	6,198	-	-	6,198	5,103
Administration	6,503	-	-	6,503	5,409
Donations	1,625	-	-	1,625	1,852
Equipment Maintenance	2,432	-	-	2,432	1,057
	-	-	-	-	-
Sub total	161,668	-	-	161,668	100,927
A4 Asset and investment purchases					
Equipment, e.g. tents	709	-	-	709	1,003
Grounds expenditure	-	-	-	-	1,035
Office Equipment	-	-	-	-	1,079
Extension expenditure	-	-	-	-	12,764
Other capital expenditure	560	-	-	560	143
Sub total	1,269	-	-	1,269	16,025
Total payments	162,937	-	-	162,937	116,952
Net of receipts/(payments)	42,526	-	-	42,526	27,747
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	88,291	10,000	-	98,291	70,544
Cash funds this year end	130,817	10,000	-	140,817	98,291

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Current accounts	24,354	-	-
	Deposit Accounts	105,963	10,000	-
	Petty Cash	500	-	-
	Total cash funds	130,817	10,000	-
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets	Details			
B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
	Signature	Print Name		Date of approval
Signed on behalf of all the trustees		Stuart Ballard, Group Chairman		19 July 2023
		Gary Ernest, Group Treasurer		19 July 2023

Gary Ernest, Group Treasurer

Section F: Other Optional Information

There is none.

Section G: Declaration

The Trustees declare that they have approved the Trustees' report above.
Signed on behalf of the charity's trustees:

Stuart Ballard, Chairman 19th July 2023

If you have any enquiries about this report or would like more information about 1st Claygate Scout Group, please contact either:

Stuart Ballard
Hugh Gostling

Group Chairman
Group Scout Leader

Tel: 0208 339 0423
Tel: 01372 464580