

# Trustees' Annual Report for the period

<b>From</b>	Period start date			<b>To</b>	Period end date		
	Day 06	Month Apr	Year 2007		Day 05	Month Apr	Year 2008

## Reference and administration details

<b>Charity name</b>	3 <sup>rd</sup> Kingswinford (Methodist) Scout Group		
<b>Other names charity is known by</b>	3k Scout Group		
<b>Registered charity number (if any)</b>	1067557		
<b>Charity's principal address</b>	c/o 4 Southern Close		
	Kingswinford		
	West Midlands		
	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;"><b>Postcode</b></td> <td style="border: 1px solid black; padding: 5px;">DY6 8HS</td> </tr> </table>	<b>Postcode</b>	DY6 8HS
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### Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Mr Andrew Cartwright	Chair		
2	Mr Chris Evans	Secretary		
3	Mrs Kim Hems	Beaver Scout Leader		
4	Mr Geoff Hems	Assistant Beaver/Cub Scout Leader		
5	Mr Stuart Ashmore	Cub Scout Leader & Acting Treasurer		
6	Mr Guy Sheppard	Scout Leader		
7	Kingswinford Methodist Church Representative	Group Sponsor		
8	Mr Lee Ellis	Parent Representative		
9	Vacant	Group Scout Leader		

### Names and addresses of advisers (Optional information)

Type of advisor	Name	Address
<b>Bankers – current account</b>	NatWest Bank plc	53 Market Street, Kingswinford.
<b>Investment account</b>	Scout Association Short Term Investment Service	Churchill Industrial Estate, Lancing, West Sussex.
<b>Scrutineer</b>	Malcolm Jones	c/o First Base Walsall, The Small Street Centre, 1a Small Street, Walsall WS1 3PR

# 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 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)

You **may choose** to include additional information, where relevant, about:

- Policies and procedures adopted for the induction and training of trustees.
- The charity's organisational structure and any wider network with which the charity works.
- Relationship with any related parties.
- Trustees' consideration of major risks and the system and procedures to manage them.

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 parents' representation.

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 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 committees that may be required;
- Appointing Group Administrators and Advisors other than those who are elected.

The group has in place systems of internal control that are designed to provide reasonable assurance against material mismanagement or loss – including 2 signatories for all payments and comprehensive policies to ensure that insurable risks are covered.

## Objectives and activities

### Summary of the objects of the charity set out in its governing document

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.

## Summary of the main activities in relation to these objects

Scouting uses a Method which is young people, in partnership with adults:

- enjoying what they are doing;
- learning by doing;
- participating in varied and progressive activities;
- making choices for themselves;
- taking responsibility for their own actions;
- working in groups;
- taking increasing responsibility for others;
- taking part in activities outdoors;
- sharing in prayer and worship;
- making and living out their Promise.

## Achievements and performance

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

#### **Beavers:**

Beaver attendances have remained high again & we continue to have a substantial waiting list for children wishing to join the Colony.

We took part, again, in the Giant Sleepover event in June 2007 enjoying an overnight stay at The Small Street Centre in Walsall, which included a range of Centenary-based activities, a "big-screen" movie & a midnight treasure hunt by torchlight. We also raised £100, which was split between the national charity Childline & local charity First Base Walsall.

We plan to take part in the 2008 Giant Sleepover at the same venue.

We also enjoyed the joint Activity Day Out with 3k Cubs at the Shropshire Hills Discovery Centre, where we had a great time making plaster casts of fossils and taking a "ride" in a hot air balloon – all in spite of some very poor weather!

***3k Beaver Leader Team.***

#### **Cubs:**

This year has seen another varied programme of pack meetings & activities, including:

- District Centenary Camp (under canvas) at Kinver Scout Camp – June '07;
- Joint Activity Day Out (with 3k Beavers) at Shropshire Hills Discovery Centre – July '07;
- Autumn Camp (indoors) at Beaudesert Scout Camp, Cannock Chase – October '07;
- Christingle Service (with 3k Beavers) at Stream Road Methodist Church – December '07;

We have also completed a number of Activity Badges – Map Reader, Scientist and Emergency Aid level 1.

Attendances have remained high, with an average of around 27/28 Cubs on the register at any one time.

We are looking forward to a number of activities during the remainder of 2008, including a Joint Activity Day Out to Ironbridge & an Autumn Camp at Kinver.

***Stuart Ashmore – Cub Scout Leader***

## Achievements and performance

### **Scouts:**

We have undertaken a wider range of activities than normal over the last year, partly as a result of the centenary celebrations and partly because new ideas are being tried out by the enlarged District. One of these was a District cooking competition in June '07 and in April '08 half-a-dozen scouts managed to raise nearly £200 on a sponsored walk around Baggeridge Country Park.

The final Dudley West District Camp took place at Kinver in June '07. This was followed up by an overnight camp at the training ground in Wall Heath to mark the 100<sup>th</sup> birthday of Scouting on August 1<sup>st</sup> and which involved getting up to see the sunrise. Other residential activities have included a weekend in December in the scout hut at Kinver (which had to end early because several of us were hit by a sickness bug) and a badge camp at Rhydd Covert, near Bewdley, in April '08 which was particularly memorable because of heavy overnight snow.

The number of scouts remains fairly constant with between 12 and 15 turning up to the weekly meetings. Toby Ashmore and Edward Alcorn have moved up to the Explorer section but Toby has been back since the beginning of 2008, providing assistance with meetings in order to complete the service part of the Duke of Edinburgh award scheme. Ian Shepherd and Ian Alcorn have continued to be invaluable as helpers and, during the autumn term, Stuart Ashmore took over the running of the weekly programme, as I needed to devote more time to work. The communicator and emergency aid badges were completed during this period.

Future events include a weekend patrol camp at Patshull in June '08, an overnight trip to London in September '08 and a survival camp in October '08.

***Guy Sheppard, Scout Leader***

### **Chairman's Comments**

This is my first year in the role and I have been impressed by the dedication and commitment of all the team leaders. Considering the roles are voluntary and the time and effort taken by the leaders is considerable, it shows why the 3<sup>RD</sup> Kingswinford is so successful. I would especially like to thank the members of the Executive Committee for keeping the movement on track and for the organising and participation throughout the year. I would also like to thank Stuart for his hard work as Deputy Treasurer in keeping the accounts up to date and for tackling Gift Aid.

My thanks also go to the members of Stream Road Methodist Church for granting the use of the church.

## Financial review

### **Brief statement of the charity's policy on reserves**

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 12 months running costs, circa £10,000.

The Group held reserves of approximately £13,500 against this at year-end. This is above the level required for operating expenses. However, this can be explained by a historic policy of fundraising. The Group is, therefore, in the fortunate financial position of being able to part-subsidise a wide range of activities for its members to enjoy in fulfilment of the aims of the Scout Association.

## 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 including any ethical investment policy adopted.

The Group's Income and Expenditure is very modest and as a consequence does not have sufficient funds to place 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 held in cash using only mainstream banks or building societies or The Scout Association's Short Term Investment Service.

During the year, the Group has commenced the operation of a Gift Aid scheme for its membership subscriptions, the fruits of which will be realised in subsequent financial years.

## Other optional information

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## Declaration

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

Signed on behalf of the charity's trustees

<b>Signature(s)</b>		
<b>Full name(s)</b>	Andrew Cartwright	Stuart Ashmore
<b>Position (e.g. secretary, chair, etc)</b>	Chair	Cub Scout Leader
<b>Date</b>		