

Trustees' Annual Report for the period

From 1st April 2022 To 31st March 2023

Reference and Administrative details

Charity name: 1st Clifton (York) Sea Scouts

HQ registration number: 10011171

Charity's principal address: Green Lane, York YO30 5QX

Names of the charity trustees who manage the charity

Trustee name	Office (if any)	Dates acted if not whole year
Deborah Watson	Chair	
Antony Hale	Group Scout Leader	
Sarah Norville	Secretary	
Claire Hutchinson	Treasurer	
Peter Swann		
Thomas Moore		
Jennifer Moore		
Peter Dowling		
Susan Sharman		
Joy Turner		
Phillip Stead		
Jennifer Lawn		
Ian Lee		

Names and addresses of advisers

Type of adviser	Name	Address

Structure, governance and management

Type of governing document

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

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

Trustee selection methods

The Trustees are appointed in accordance with the Policy, Organisation and Rules of The Scout Association.

Management

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 comprises the Chairman, Secretary and Treasurer together with the Group Scout Leader, individual section leaders (if opted to take on the responsibility) and individuals nominated and elected at the Annual General Meeting. The Committee exists to support the Group Scout Leader in meeting the responsibilities of the appointment 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 which may be required;
- Appointing Administrators and Advisors other than those who are elected.

Risk and internal controls

The 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:

- 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 Association's national accident insurance policy. Risk assessments are undertaken before all activities.

- Reduced income from subscriptions and fundraising.

The Group is primarily reliant upon income from subscriptions and fundraising but holds a reserve to ensure the continuity of activities should there be a major reduction in income. The Committee could increase income on an ongoing basis, either temporarily or permanently, through an increase in subscription rates or by way of additional fundraising activities and seeking external financial support from philanthropic individuals or organisations.

- 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 there would 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 6 to 14. 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. 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 incidents or accidents during activities, these include risk management, risk assessment, review and assessment of each activity, adequate provision of volunteers and good quality, well maintained equipment.

Objectives and Activities

Summary of the purposes of the charity as set out in its governing document

1. 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.

2. 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.

3. 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 those purposes

The Group has continued to run with a reduced number of sections since returning to in-person meetings after the Covid pandemic. The Group has one Beaver Colony, one Cub Pack and one Sea Scout Troop. Each section meets weekly during school term-time and the Scout Troop continues throughout the summer holidays to maximise time available for water-based activities. The Group also holds or participates in several camps, at section or Group level, and other off-site activities annually.

The Group offers inclusive activities and collaborates with and supports other Groups across the District and County in events and activities. The Group invests in additional water-based activity and safety training for leaders to support its own activities and those in this wider network.

The Group is run and supported entirely by voluntary efforts.

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.

Achievements and Performance

BEAVERS

It has been a busy year for the Beaver colony who have maintained a healthy membership level with numbers around 20-24 members during the year.

The focus for the Colony has been on skills and learning. These have included food safety, cooking, disability awareness and kayaking and canoeing.

Beavers have been encouraged to share their hobbies and collections, as well as special achievements. Notable achievements have been the training and completion of a distance run for charity and fundraising activities at the local carnival events to support and raise awareness for a local swimming pool under threat of closure. The Beavers also organised their own tea party, inviting parents and locals, to help raise funds for food banks.

The colony has actively participated in District wide activities such as a Halloween Party and sleepover at Snowball. This has enabled the Beavers to make friends across the District and they are looking forward to more District events to continue building these friendships.

Beavers are looking forward to participating in the County Damboree, where they will be camping out and have the opportunity to spend the weekend meeting other groups from around North Yorkshire.

The Colony has welcomed a new Assistant Leader and the section leaders are supported by a number of Young Leaders who enable the delivery of a varied programme for the 6 to 8 year olds in the Section.

Badges – we have awarded 304 badges to members of the Colony and 11 Chief Scout's Bronze Awards, the highest award that a Beaver can obtain, requiring a significant effort on the part of each of the successful Beavers.

CUBS

It has also been a busy year for the Cubs section who have also maintained healthy membership numbers, currently standing at around 25. We have moved 5 Cubs up to Scouts and have welcomed more than 10 Beavers with a further 7 starting after half term.

The focus for the Section has been on skills and learning with a varied and interesting programme, including such diverse activities as:

- Olympic themed Games night
- Finance – learning about budgeting
- Celebrations - Art & crafts
- Science, Technology, Engineering and Mathematics to understand ecology, environment, recycling and world affairs
- Communications
- Soapbox challenge - cart building
- Teamwork
- Pioneering through bridge building
- Cooking

Badges – we have awarded 250 challenge, staged and activity badges and 11 Chief Scout's Silver awards, the highest award that a Cub can obtain, requiring a significant effort on the part of each of the successful Cubs.

SCOUTS

Not to be outdone, the Scout troop have kept themselves very busy this year as well.

Membership currently stands at 32 with 3 on the waiting list. We have 7 leaders and assistant leaders, 1 section assistant, 3 young leaders and 6 instructors who deliver water and shooting activities on either a regular or ad-hoc basis. Additional assistance is available from County and other Groups in York which gives access to up to 5 extra instructors. We're also welcoming 2 new instructors who will support the boating programme over the summer.

The purchase of 5 paddle boards has enabled the resumption of paddleboarding for the Group. This has in part been funded by the sale of kayaks and generous donations. There has been a significant programme of equipment replacement and repairs to the Swift rowing boat including its stripping down inside and rebuilding. Toppers have been fixed and upgraded.

Training has included 2 Leaders gaining their Bell boating Permits. Another 2 are progressing towards their permits.

Badges - we have awarded 218 challenge, staged and activity badges and 5 Chief Scout's Gold awards, the highest award that a Scout can obtain, requiring a significant effort on the part of each of the successful Scouts.

Activities – the following activities have been undertaken:

- Water Activity Camp at Ellerton Lake September 2022
- 4 Scouts and 3 leaders attended the RN Sea Scout Summer Camp in May 2023.
- Canoeing, paddleboarding and kayaking
- 1st Clifton Kayak Instructors ran two Kayaking Sessions for Poppleton Scouts in July 2022.
- Activity day for Cubs, Beavers and Scouts took place on September 18th on the river Ouse. Around 90 attended included members from other groups.
- Scouts attended Winter Camp in January 2023
- 2 scouts and 2 young leaders passed assessments for Kayaking personal permits.
- 4 Leaders have started their British Canoeing Coach Award. 2 weekend courses have been attended so far. Majority of cost Paid for by the Royal Navy.
- 5 Scouts achieved the British Canoeing Start Award.
- 16 Scouts achieved the British Canoeing Discover Award.
- Scouts took part in Land Yacht Sailing.
- 1st Clifton assisted in running the County Bellboating.
- Scouts and Leaders helped in a River clean up on June 11th.

Plans for later this year and next

- Water Activity Camp at Ellerton Lake in planning stage for October.

- Activity day for Cubs, Beavers, Scouts, York Mosque, Poppleton and other groups to be planned in July.
- Activity day for Cubs, Beavers, Scouts and other groups to be planned in August.
- Paddle Safety and Rescue course to be planned for Scout Leaders in September.
- 7 Scouts and 1 Young Leader taking part in York Canoe race. More than previous years.
- Assessment for Coach Award planned for October 2023 for 4 leaders.
- 2 Scouts and 4 young leaders to be assessed this Year for British Canoeing Explore Award.
- 4 Kayaking Personal Permits to be gained this year.

YOUNG LEADERS

We have a really good number of young people who have chosen to continue their involvement with and contribution to the Group by serving as Young Leaders, across all our sections. This not only helps with their own personal development and skills but they are a great asset to the sections they support and we are very grateful for the contributions they make.

We were delighted that one of our Young Leaders was successful in the assessment process to be chosen to attend the next World Scout Jamboree in SaeManGuem, Korea this summer. Each participant must raise their own funds to pay their attendance fee and Abi has been busy over the last year with such fund raising activities as helping out at County Cub camp, four sponsored open water swims in the Lake District, making and selling items on a stall at the Group Christmas Fair and doing odd jobs for family and friends.

The Group have also made a contribution towards Abi's fees as it has traditionally done so with all participants from the Group who have been successful in achieving a Jamboree place. We wish Abi well on her adventures and look forward to her sharing her stories and experiences with us later in the year.

Financial Review

Review of the charity's financial position at the end of the period

Full details of the year's receipts, payments and balances can be found in the statement attached to this report. Cash funds held at the year end amounted to £75,623 but it should be noted that the vast majority of this is held as specific reserves, the details of which are given below.

Subscriptions have returned to full rates following the reduced rate in place during the suspension of Scouting activities due to the Covid pandemic. The Group has a reduced membership of around 70% compared to pre-pandemic levels and this has a significant consequence to Group income.

Fundraising income, including a successful Christmas Fair, Easy Fundraising donations and sales of second-hand equipment has improved compared to the previous few years but is still significantly lower than has been achieved in the past. HQ hire is starting to increase and this is being promoted in the local community to try and attract more interest.

The Group was successful in securing a number of donations and grants over the year. These included:

- £1,600 Royal Navy Sea Scout Centre to fund coaching courses
- £1,000 Rawcliffe and Clifton Without Ward: ancillary costs of coaching courses and building repairs
- £450 Nestle: paddleboards
- £500 Clifton Without Parish Council: paddleboards
- £500 Rawcliffe Parish Council: paddleboards
- £1,500 anonymous: Swift repairs
- £500 Masonic charitable trust
- £325 Charles Brotherton Trust

Utilities costs have seen a significant increase due to energy price rises and the HQ being in use full time (compared to reduced use during the pandemic). Insurance costs have also increased by 15-20%.

Large items of expenditure included over £2,000 on replacing necessary safety equipment such as buoyancy aids and helmets and £1,495 on 5 stand-up paddleboards.

Reserves policy

The Group's policy is to hold sufficient resources to continue the charitable activities of the Group should income fall short. The Group aims to keep surplus funds to a minimum and endeavour to hold a level of general reserves equivalent to a minimum of 6 months normal general operating expenditure.

Amount of reserves held

The Group has made a consistent contribution to a 'building fund' for over 10 years with the intention that this will be used as initial funds towards the process of replacing the existing building and raising significant further capital for that project. Work is still in progress to acquire a long term lease on the land with City of York Council. The Building/Development reserve was £50,723 at the financial year end.

The Group owns and runs two vehicles currently which are used for transporting equipment and young people to the river for boating activities and to other camps and activities. To facilitate a rolling programme of maintenance and replacement of these vehicles, the Group has a Vehicle Replacement reserve of £20,000.

The Group maintains a reserve to support members to attend special events and activities such as jamborees or national/international camps. This reserve fund was £3,050 at the end of the financial year.

The amount of general reserves held at the end of the financial period amounted to £1,850 which is lower than the level set out in the Group's reserves policy. The Group's plans to address the level of reserves and income shortfall are detailed below.

Investment policy and objectives

The Group's balances are modest and as a consequence it does not have sufficient 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 held in UK banks with Government guarantees.

Plans for the future

The Group has 3 key priorities it seeks to achieve over the next year.

1. Increase income from subscriptions and fundraising

At the current level of membership numbers and subscription rates, the Group cannot sustain its general operating expenditure and keep appropriate levels of reserves. The Executive have chosen not to increase subscription rates in the year in light of the pressures of general cost of living increases on families and in keeping with the Scouting ethos to remain open and accessible to all. The Group must therefore aim to increase membership levels (by a minimum of 50%) and continue fundraising in order to be sustainable over the next few years.

The Group will aim to reinstate the second Beaver Colony and a second Cub Pack as the first target. We will consider the possible options to increase capacity at Scouts level to accommodate the increased numbers of young people as they move up through the sections. The Group will look into the possibility of starting a Squirrel Drey.

The Group will aim to recruit a volunteer to seek out fundraising and grant opportunities and coordinate fundraising activities.

2. Recruitment and Retention of Adult Volunteers

The Group needs to increase the number of Adult Volunteers as Leaders and in support roles in order to achieve the objectives set out above. The Group needs to ensure that all volunteers feel welcomed, supported and valued, and understand the responsibilities of their role.

The Group is in the process of developing a volunteer recruitment and engagement strategy and timeline, which includes recruiting a volunteer coordinator to provide appropriate support for all our volunteers.

Recent and upcoming changes to the structure of Scout Groups' leadership and management teams will focus our need to create an operational support team, distinct from the Trustees Board/Executive Committee.

3. Community Engagement and support



As a Group, we want to raise our profile and improve how we are viewed and supported in our community. We need to connect more with local people and businesses, other voluntary organisations and social enterprises. We want to engage with companies to utilise the volunteering support offered through Corporate Social Responsibility policies.

A particular focus will be the securing of a long term lease and a functional permanent headquarters that allows us to deliver and focus on activities and events for all age groups.

Declarations

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

Signed on behalf of the charity's trustees

Signature		
Full Name	Deborah Watson	Antony Hale
Position	Group Chair	Group Scout Leader
Date	16 th June 2023	16 th June 2023