

Trustees' Annual Report for the period

From 1st April 2023 To 31st March 2024

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		1 April 2023 – 26 June 2023
Peter Dowling		
Susan Sharman		
Joy Turner		
Phillip Stead		1 April 2023 – 26 June 2023
Jennifer Lawn		1 April 2023 – 26 June 2023
Ian Lee		

Names and addresses of advisers

Type of adviser	Name	Address
Property & Content Insurance Brokers	Illingworths Insurance Brokers & Financial Services	Newgate House, 1 Newgate, York, YO1 7LA
Marine Insurance Brokers	P B Curran & Co (York) Ltd	Outgang Lane Osbaldwick York North Yorkshire YO19 5UP

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 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.

The Trustee Board comprises the Chairman, Secretary and Treasurer together with the Group Lead Volunteer, individual section leaders (if opted to take on the responsibility) and individuals nominated and elected at the Annual General Meeting. The Trustee Board exists to make sure that 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.

Risk and internal controls

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 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 Board 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 18. 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.

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 24 members during the year, with a waiting list for places.

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

Beavers have been encouraged to share their hobbies and collections, as well as special achievements. A significantly notable achievement was one member achieving 28 activity and staged badges.

They have hosted a sleepover at Snowball Plantation and planted flowers in the garden of headquarters. The Beavers have again 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 Damboree, the St George's Day parade and water taster days. 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.

Six of the Beavers were able to participate in the Larkin event and plans for later in the year include further water taster days, sleepovers and a visit from the Rescue Boat team.

The Colony leadership team is supported by 4 young leaders and volunteers from the parent body. This support has enabled the delivery of a varied programme for the 6 to 8 year olds in the Section.

Badges – we have awarded 424 badges to members of the Colony and 3 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 20.

The section also has 5 adult leaders and 5 young leaders.

Badges we have awarded 396 challenge, staged and activity badges and 17 Chief Scout badges, the highest – leading to the section winning the Chief Scout Award Trophy. The Cub Volunteer Lead was also part of the leadership team for the Larkin Event held this summer.

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

- Games night
- Water days
- Air rifle
- Cooking

SCOUTS

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

Membership currently stands at 31 with 9 on the waiting list. We have 6 leaders and assistant leaders, 2 section assistants, 6 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 programme of equipment repair, replacement and refurbishment has continued. Items included are helmets, buoyancy aids and radios.

Training has included paddle safety and rescue course for Scout leaders, 4 leaders have completed the sheltered water kayak and canoe coach award, one young leader has completed the RYA powerboat level 2 and kayak paddle sport instructor qualification.

Badges - we have awarded 259 challenge, staged and activity badges and 7 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 October 2023
 - Activity day for Cubs, Beavers and Scouts took place July on the river Ouse. Around 95 attended included members from other groups.
 - 1st Clifton assisted in running the County Bellboating.
 - 15 Scouts achieved the British Canoeing Start Award.
 - 4 Scouts achieved the British Canoeing Discover Award.
 - 7 Scouts achieved the British Canoeing Discover Award.
 - 2 Scouts and 2 Young Leaders gained a kayak leader permit
 - Scouts went bouldering at Freeklime.
 - 7 Scouts and 1 Young Leader took part in York Canoe race. More than previous years.
- Paddle Safety and Rescue course for Scout Leaders and Young Leaders took place in September

Plans for later this year and next

- 9 Scouts, 5 Young Leaders and 7 leaders to attend the RN Sea Scout Summer Camp in May 2024.
- Possible 1 or 2 Water Activity Camp planned for July or later in the year.
- Take part in Canoe Orienteering in September.
- Scouts and Young Leaders to take part in York Canoe Race.
- 20 Scouts have signed up to attend Larkin. Leaders, Explorers and Parent Helpers also attending.
- More Young Leaders and Leaders to gain permits.
- Plans for county to run a Stand Up Paddlesboard course for leaders and Young Leaders.

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.

Their contributions to the Group are noted in each of the section reports above.

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 £81,127 but it should be noted that the vast majority of this is held as specific reserves, the details of which are given below.

Gift aid claimed was £3,147 compared to £1,871 for the previous year, due to the claim being for subscriptions at the full rate (rather than the reduced rate during the pandemic).

Fundraising income was lower than the previous year, partly due to there being no income from wastepaper. HQ hire is continuing to increase, and this is being promoted in the local community to try and attract more interest.

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

- £500 Nestle
- £136 York Scouts Minster District: canoe coach awards
- £136 North Yorkshire County Scouts: canoe coach awards
- £1220 Clifton Without Parish Council: walkie talkies, buoyancy bags, kayak paddles, LED lamps
- £375 Charles Brotherton Trust

Expenditure and income on activities is significantly higher due to the increase in activities for members. Activities in the year included Larkin Jamboree, climbing, bowling, Ellerton camp, ice skating, RN summer camp, Eureka.

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. A detailed proposal for a long-term (99 year) lease on the land was submitted to City of York Council in November 2023 and is awaiting progress from them to be submitted for approval to the Council Executive. It has been indicated that the report will recommend approving the application. The Building/Development reserve was £53,223 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 £4,250 at the end of the financial year. Some of this fund will be used in the next financial year to contribute to the cost of Larkin for members.

The amount of general reserves held at the end of the financial period amounted to £3,654 which is lower than the level set out in the Group's reserves policy.

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 4 key priorities which it seeks to achieve over the next year. Achieving these relies on volunteers stepping up to assist the existing teams.

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 Trustee Board have chosen to minimise increased 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 still aims 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.

2. Increase income from grants and fundraising

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

The Group will aim to recruit a volunteer to seek out grant giving opportunities and coordinate grant applications submissions on behalf of the Group.

3. 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 continues in its 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.

4. Community Engagement and support

As a Group, we want to raise our profile and improve how we are viewed and supported in our community. Some success has been achieved in this area but we need to continue to connect more with local people and businesses, other voluntary organisations and social enterprises. HQ bookings are increasing through this engagement.



We are still looking to increase engagement with companies to utilise the volunteering support offered through Corporate Social Responsibility policies.

We continue to focus on securing a long-term lease and a functional permanent headquarters that allows us to deliver and focus on activities and events for all age groups. This continues but very slowly.

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 Lead Volunteer
Date		