

# Trustees' Annual Report for the period

From 1<sup>st</sup> April 2024 To 31<sup>st</sup> March 2025

## Reference and Administrative details

**Charity name:** 1<sup>st</sup> 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
T.B.C	Chair	
Antony Hale	Group Lead Volunteer	
Claire Hutchinson	Treasurer	
Peter Swann		
Thomas Moore		
Susan Sharman		
Joy Turner		
Lily Yesayan		
<b>Non Trustee Member</b>		
Beena Box	Secretary	

### 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

## **GROUP LEAD VOLUNTEER (GLV).**

2024 to 2025 has been another testing & interesting year. Despite the difficulties of a shortage of team members, sections have managed to keep moving forward. They have also maintained the ongoing requirement for training to ensure our young people's safety. Leadership Team Members continue to amaze me with the amount of time and effort they find to give all our young members the fantastic scouting experience we know they deserve.

Even with the limited leadership teams, all the sections have achieved many remarkable things over the past year and these are detailed in each of the section reports.

All sections have the required leaders & team members to operate safely and correctly; however, there is no room to be complacent. If any team member is unavailable for whatever reason, there is little or no additional support to pick up the slack. As a Group, we need more section volunteers to assist the existing teams. Please contact me for a chat if you are able to give some additional support with sections or want to find out more.

In addition to leadership team members, we are also seeking other volunteer support; We need more people to fill roles on the operations team [this is the group of people who keep the group running, releasing leaders to work with the young people. We are currently looking for coordinators to deal with HQ Maintenance, Group Publicity, Non-Leader Volunteers, the second-hand shop and statutory obligations.

We also have vacancies on the Trustees Board including the role of Chair [this is the group of people who ensure the Group complies with all its required governance].

Again, please contact me for a chat if you are able to give some additional support in any of the above roles or want to find out more before committing.

As the GLV, I have a responsibility to ensure all the roles are filled or someone is available to carry that role temporarily until it is filled. This has been extremely difficult & time consuming over the last year. I am eternally grateful for all the time and effort put in by our Trust Chair Deborah Watson, who stepped down last year. The aspect has also fallen on my shoulders to deal with and therefore replacing this role is a key priority.

I am incredibly appreciative for all the support provided by Peter Ingham in his role as leadership & training coordinator. He ensures the required training takes place and ensures the Scout Associations data base system is kept up to date, both critical to ensuring safe and compliant activities can take place.

In order to provide better GLV support to the group as a whole, I am pleased that Andy Thirwell has agreed to be appointed as Assistant GLV. By agreement, he is dealing with the day-to-day leadership and any issues relating to young people leaving me able to deal with the other 'back of house' requirements and issues such as safety, safe guarding, leader recruitment, insurance, property maintenance, requirements for the Group vehicles etc.

We do have a very resolute member of the Operations team who is looking for all possible grants that are available to us and also making the sometimes-lengthy applications. Fund raising allows us to cover expenditure whilst trying to keep subscription costs as economic as possible for all.

As a sea scout group, our costs are higher than other groups due to the need to maintain equipment and our extensive boat provision annually as well as the acquisition of new items. The expense on insurance is also eye watering.

Fund raising via grants and activities is an ongoing requirement, if you would like to offer help in this area please contact me so I can link you up with our current fund raiser.

To sign off, I would like to offer a huge thank you to all those who are helping to run the Group in whatever capacity that is. It is greatly appreciated.

**Tony Hale**

Group Lead Volunteer

(Email: [groupscoutleader@yorkseascouts.org.uk](mailto:groupscoutleader@yorkseascouts.org.uk))

## **BEAVERS**

It has been a wonderful year at 1st Clifton Beavers this year - we have implemented some new leadership systems and it

seems to be working well. We have enjoyed a varied and exciting programme with really positive feedback from our young people and their parents

- We have awarded 11 Chief Scouts Bronze awards with another 7 pending before July. A wonderful achievement which saw 1st Clifton be awarded the Trophy for the Beaver Bronze award achievements in

Minster district.

- Awarded wonderful 354 activity badges – including some beavers getting their 5+ nights away badge, and several beavers achieving the all important Swimmer badges

- We have hosted a district Sleepover at Snowball which was well attended and very successful - we were supported not only by several other district groups, including first time sleepover joining groups but also hugely helped by the 1st Clifton Young leaders and Explorers who held a passport camp alongside us and were a huge help in snake and reptile handling.

- 7 of our Beavers attended Larkin and it was a joy to see them engage with other beavers as well as the entire 1st Clifton group around the campsite. They had an amazing time and have not stopped asking when the next one is - leading to an enthusiastic take up for Damboree this year.

- We joined the district to celebrate Christmas at a party as well as marching in St Georges Day events

- We were visited by various visiting explorers who helped us earn our International and Faith Badges, as well as learning about the various trips they have been on during their scouting lifetime. We also invited the explorers to join us on a visit to the library, where they helped us read some new books and enjoy the newly opened facility. The beavers said the explorers were very well behaved and can come and play anytime they want to.

- Although the water taster day was cancelled due to bad weather, Water and Sea Scouting is still very much a topic of conversation and excitement with the beavers. We have covered water safety as well as looked at the Pulling boat, kayaks and Toppers on dry land, as well as got familiarised with water rules and tried on Buoyancy Aids and Helmets in readiness for any activities.

- We have walked to the Rec after plotting our own routes, visited snowball for campfires and enjoyed experiments, music demonstrations and new experiences - all which have led to a more varied program and the beavers having a greater input into their planning

- We have grown from strength to strength as a leadership team with 3 section team members taking equal roles, with Callum joining us as he aged out of explorers and into

adult leadership We also look forward to welcoming James into the Beaver leadership team when his studies allow

- We also cannot express how grateful we are for the contribution to our leadership and programme of our 5 Young leaders - Isaac, Amos, Alex, Harry and Georgia. They are responsive, responsible, and a credit to their sections. They attend planning meetings with fresh ideas and a willingness to lead sessions - resulting in some really interesting additions to the programme like Bassoon demonstrations, bike maintenance, sign language, outdoor sports etc. They are also brilliant at supporting the adults with set up and clearing away of activities as well as displaying excellent communication with both adults and young people. Our young leaders were highly commended at the District AGM for their role in district events.

#### Current Membership

- 26 beavers consistently attending as well as having welcomed our first beaver to have completed squirrels within the district
- 7 at beaver Age on waiting list, with another 4 yet to reach age 7 beavers ready to swim up to cubs in July
- 3 regularly attending adult leaders,
- 5 regularly attending Young Leaders
- Active engagement and support when requested out of hut from a range of parents
- We are also hugely grateful for the support both in hut and advisory , of various scouts, explorers and Scout leaders as required

#### **Plans for later this year and next**

- Attend a water taster day held by 1st Clifton Scouts
- 6 of our Beavers 3 young leaders and 2 Adults to attend Damboree
- Visits from the York Rescue Boat as well as a request from the beavers to learn more about what it means to be a Sea Scout Beaver.
- Another district Sleepover to be held in October
- Join in cross district events
- Leaders to train for their outdoor nights away permit to enable an under canvas camp

## **ATLANTIC CUBS**

### **Awarded Badges Overview**

- A total of 251 badges were awarded
- Various categories of badges include Adventure, Outdoors, Personal, Skills, Team Leader, Teamwork, World, Artist, Athletics, Backwoods cooking, entertainer, environmental Conservation, Naturalist, Personal Safety, International, Road Safety, Scientist, World Faiths, Astronomer and Disability Awareness.

### **Chief Scout's Silver**

- Five members received the Chief Scout's Silver badge.

### **Nights Away**

- Nine members participated in Nights Away activities.

### **Swimmer**

- Two members earned the Swimmer badge.

### **Time on Water**

- Four members participated in Time on Water activities.

### **Joining In**

- Fifteen members participated in Joining In activities.

We have 5 adult volunteers supporting the Cub section and 5 young leaders/helpers who attend regularly. All adult volunteers and the young leaders support various activities in the hut, outside and several trips to Snowball.

Current membership:

18 Cubs

5 young leaders and

5 adults

## **SCOUTS**

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

Membership currently stands at 31 Scouts. We have 1 Scout Leader, 3 Scout Section Team Members, 3 young leaders and 12 Group Skills instructors who deliver water and shooting activities on either a regular or ad-hoc basis. Additional assistance is available from other Groups in York which gives access to up to 5 extra instructors on the water. We also have great support from the Beaver team leaders and members and Explorer team leader.

We have gained 2 additional leaders that were previously Young Leaders

The programme of equipment repair, replacement and refurbishment has continued. Items included are helmets, buoyancy aids, safety equipment and Battery SUP pump.

The group arranged an external 2 day Outdoor first aid course for Leaders from all sections.

The group arranged a Scouting first response course for Leaders from all sections.

2 additional permits were gained for Stand Up Paddleboard and 1 extra for Kayaking.

**Badges** - we have awarded 171 challenge, staged and activity badges and 2 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:

- 20 Scouts attended a weeks Camp at Larkin Jamboree. Leaders, Explorers and Parent Helpers also attended.
- 9 Scouts, 5 Young Leaders and 7 leaders attended the RN Sea Scout Summer Camp in May 2024.
- 1<sup>st</sup> Clifton organised a Water activity day for Dunnington Cubs and Scouts in July on the River Ouse. Around 31 attended.
- 1<sup>st</sup> Clifton assisted in running the County Bellboating.
- 7 Scouts achieved the British Canoeing Start Award.
- 13 Scouts achieved the British Canoeing Discover Award.
- 4 Scouts achieved the British Canoeing Explore Award.
- 7 Scouts and 4 Young Leaders took part in York Canoe race.
- Paddle Safety and Rescue course for Adults and Young Leaders took place in August.
- 7 Scouts attended the District Engineering Challenge in March.
- Scouts completed their emergency aid 3 badges with the help of St Johns. Organised by Young Leader Sam Sharman.
- Visited the Fire Station.
- 24 Scouts and 2 Young Leaders attended Ice Skating

### **Plans for later this year and next**

- Water Activity Day for Beavers, Cubs and other groups to be planned.  
(Reschedule of cancelled day last year)
- Ignite Weekend Activity camp in September. 18 Scouts and 6 adults will be attending.
- Take part in Canoe Orienteering in September.
- Scouts and Young Leaders to take part in York Canoe Race.
- More Young Leaders and Leaders to gain permits.

## **APOLLO EXPLORERS**

2024 was a new start for Apollo explorers as it left District and became not just hosted at Clifton but a section in 1st Clifton.

The year was full of activity and Barry Byatt and Jon Chiplin agreed to lead the section. The section has also been greatly supported by Tracie Steeley throughout the year.

We started the year with 18 explorers and ended the year with 14.

The first out of hut event of the year was a sleepover for Jon to organise in order to be awarded a camping nights away permit. This was a great success and great preparation for Apollo attending the Larkin International Scout Jamboree at Duncombe park. Thankfully, Barry's hip surgery was delayed and he was able to attend both camps having organised 1st Clifton's scouts and the Minster District explorer's attendance at the event. The explorers had a great time at Larkin and it was great to see them making friends and supporting each other, and the scouts, through the adventure. One explorer was however particularly noted for their selfless support for several other explorers during the week. A great demonstration of scouting values, putting others before self.

In the autumn we were able to run our first young person lead camp at snowball. This is also known as a passport camp and requires a great deal of faith in the young people for it to run. Barry provided remote supervision whilst recovering from hip replacement surgery with physical support on standby via the district beaver sleepover leaders. Thanks also to Andy Thirlwell for supporting Apollo while Barry was recovering.

At the weekly meetings hockey was always a popular activity and has left its mark. There were a number of out of hut evenings climbing, cat trail, treasure hunt, 10 pin bowling etc

One explorer achieved the chief scout's platinum award and Two achieved their chief scouts Diamond awards in 24/25. There were also a number of activity badges awarded, not easy with explorer level awards.

Two explorers attended DofE gold training and practice expeditions with York scouts expedition group. Unfortunately, one fell ill on the practice and the weekend did not meet the strict qualifying criteria. This meant the planned expedition week had to be used as the formal practice and the expedition is now planned for July 25.

Two of Apollo fully completed their DofE gold awards with their school.

It is hoped that in 25/26 we will continue with some adventurous activities and we will have three former Apollo explorers achieving their kings scout awards with 1st Clifton. This is a really tough bar to reach so fingers crossed.

## **EXPLORER SCOUT YOUNG LEADERS (ESYL)**

Barry Byatt took on the role of Explorer Scout Young leader coordinator in 24/25.

We are lucky in first Clifton that we have a high proportion of our scouts that move on to be Explorer Scout Young Leaders. Not all are in Apollo explorers(3).

The young leader programme exists to help explorers develop their leadership skills via theory training modules and also putting that into practice within sections. This is in the hope they will take on adult leadership roles once they reach 18. In 24/25 there were 6 ESYLs supporting beavers, 4 with cubs and 5 with scouts. All reports suggest the ESYLs are great assets within their sections.

There were 2 young leader training weekends at Snowball for them to undertake theory modules, one autumn 24 and one spring 25. The spring event included module k first aid. In addition to this several have attended midweek evening sessions with the Ebor trainer at Dringhouses and 4 completed first aid at Dringhouses in February 25.

ESYL have attended several camps with their sections. 5 ESYL also attended the RN scouts summer camp at Gosport and helped run the activities on site. Cubs and Beaver young leaders also helped their sections at the Larkin Scout jamboree.

There have been great reports about the Young Leaders from their sections and 1st Clifton Beavers ESYLs helped with the beaver district sleepover and received a glowing mention at the District AGM. We have managed to award 4 young leader belts over the period but aim to increase this number in 25/26. Three have now turned 18 in the last year and have become adult leaders, two in beavers and one in scouts section.

# 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 £88,183 but it should be noted that the vast majority of this is held as specific reserves, the details of which are given below.

From 1 September 2024 Apollo Explorers joined 1<sup>st</sup> Clifton, so their monthly fees are now paid directly to 1<sup>st</sup> Clifton rather than Minster District and the Partnership agreement for use of the hut has been terminated.

Gift aid claimed was £3,238 compared to £3,147 for the previous year.

Fundraising income of £6,282 was higher than the previous year of £2,866. This includes the final income from waste paper of £693. HQ hire is continuing to increase (£3,525 compared to £1,772). Although one regular user no longer uses the hall, another regular evening booking, holiday art clubs and two elections have helped to increase income. The majority of the Other fundraising activities in the year of £1,623 was two scouts doing sponsored activities in the run up to Larkin.

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

- Rawcliffe Parish Council £1,338: for tents
- York Children's Trust £1,290: solar panels, inverter and two cool boxes used at Larkin
- Royal Navy £756: 50% towards improved first aid equipment and Rescue Emergency Care outdoor first aid course for 11 leaders/young leaders
- Brotherton Trust £375

Expenditure and income on activities includes some for Larkin International Jamboree in July 2024; the majority of income and costs for Larkin were in the previous year. Other activities included a Beavers sleepover at Snowball, Scouts ice skating, RN camp, Explorers Christmas meal and some advance payments for an Explorers camp in Wales.

## 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 £55,723 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 £24,200. 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 £4,320 at the end of the financial year. Some of this fund was used towards the cost of Larkin for members. The amount of general reserves held at the end of the financial period amounted to £3,940 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 5 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 has again 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 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.



## 5. Headquarters Lease

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 is continuing but slowly.

## Declarations

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

Signed on behalf of the charity's trustees

Signature		
Full Name	T.B.C	Antony Hale
Position	Group Trust Board Chair	Group Lead Volunteer
Date		