

# 1<sup>st</sup> STOCKSFIELD SCOUT GROUP ANNUAL REPORT AND ACCOUNTS 2013-2014



[1ststocksfildscouts.org.uk](http://1ststocksfildscouts.org.uk)

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## Photo credits

Bob Hubbuck, Malcolm Murray and Tony Winters



## ABOUT THE GROUP

Formed in 1964, the 1st Stocksfield Scout Group is based in the village of Stocksfield, in rural Northumberland. Part of the Hadrian Scout District, it offers fun, challenge and adventure for young people aged 6 to 14 years of age.



The Group comprises Beavers, Cubs and Scouts, supported by adult leaders. It is registered as a charity with the Charity Commission, charity number 522405.

### Principal Address

The Scout Hut  
Guessburn  
Stocksfield  
Northumberland  
NE43 7QS

### Website

[1ststocksfieldscouts.org.uk](http://1ststocksfieldscouts.org.uk)

### 2013-14 Trustees

Dr Malcolm Murray - Chair  
Dr Ben Mitchell - Treasurer  
Helen Schooler - Secretary  
Paddy Gascoigne – Group Scout Leader (retired 10-June 2014)  
Graham Patton – Explorer Leader  
Robert Hubbuck – Scout Leader  
John Walker – Cub Leader  
Carole Thirlaway – Beaver Leader  
Claire Collinson  
Philippa Harpin  
Tom Richardson

### Advisors 2013-14

#### Building Committee

Ed Agar - Parent  
Alan Chapman - Assistant District Commissioner (Scouts)

### Scouting

Alan Kelly – District Commissioner  
Hayleigh Phillipson – Membership Secretary

### External Auditor

Ronnie Gibson

### 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*.

[www.scouts.org.uk/por](http://www.scouts.org.uk/por)

### Nature of Charity

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

### Charity Objectives

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 the 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.

### Public Benefit Criteria

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.

The Scouting Movement complies with two key principles set by the Commission with regard to public benefit:

#### 1. Identifiable benefit

The way in which Scouting is carried out helps young people develop towards their full potential; this benefit is directly linked to the Purpose of Scouting.

#### 2. Public benefit

Scouting is a national movement open to young people aged 6-25 and adults. Full membership is restricted to young people and adults who are willing to make the Scout Promise. The Association enables those in poverty to benefit from Scouting; while the Association charges a subscription to its members, the benefits of Scouting are not constrained by the member's inability to pay. Locally, there are arrangements to waive subscriptions and other costs for those who cannot afford to pay. Nationally, there are funds available for uniform and activities so that young people are not excluded from activities if they are unable to pay. Any private benefits of Scouting are incidental.

The benefits of Scouting are further demonstrated throughout this report.

### **Selection of Trustees**

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

### **Management of the Group**

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 three independent representatives, Chair, Treasurer and Secretary together with the Group Scout Leader, individual section leaders and parents representatives. It meets every 3 months.

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 administration of Group finances;
- 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.

### **Risk & Internal Control**

The Group 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 local churches, Stocksfeld Community Association, Broomley First School, Stocksfeld Tennis Club 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 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. The Committee could raise the value of subscriptions to increase the income to the Group on an on going basis, either temporarily, or permanently.

### ***Reduction or loss of leaders***

The Group is totally reliant upon volunteers to run and administer its activities. 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 would have to be a contraction, consolidation or a closure of a section. In the worst case scenario this could lead to 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 a closure of a section. In the worst case scenario this could lead to the complete closure of the Group.



## ACHIEVEMENTS AND PERFORMANCE

Scouting has never been so popular in Stocksfield, or of such high quality. This is a tribute to the enthusiasm and expertise of our members and adult leaders. The demand for places in all sections currently exceeds supply. There is an urgent need for a larger hut and more adult leaders.

A taste of Scouting in Stocksfield can be obtained from the Group website: [1ststocksfieldscouts.org.uk](http://1ststocksfieldscouts.org.uk)

This part lists major achievements from each of the sections.



We start the beginning of the new term in September with 24 Beavers. The Colony includes two girls with two more on the joining list. Due to the need for adequate adult cover we have currently capped numbers at 24. This ensures we can safely provide a range of activities to a good standard.

Last term Beavers achieved badges in three areas: Hikes Away, Adventure and Outdoor Challenge. Activities included fishing and swimming at the fords, a visit to Wheelbirks Farm, stream activities, a scavenger hunt, a World Cup football tournament and a sponsored walk to Whittle Dean on a beautiful summer's evening, to raise funds for the hut.

This summer saw the retirement of Paddy from Scouting and, in particular, from Beavers. We were all sad to see him go and wish him well for the future. Parents and Beavers presented Paddy with a voucher for John Lewis as a leaving gift at the end of the sponsored walk which he had arranged before he

retired. Paddy has used it to buy an Espresso Coffee Machine which he is really enjoying.

This term Beavers will be working towards the Global Challenge and a Creative badge. We have approached the Stocksfield Stompers to invite some of their musicians to come and perform Northumberland folk songs and music as part of looking at cultural traditions (Global Challenge). We will also be tasting food from other counties and looking at global scouting.

Carole Thirlaway has taken over from Paddy as leader with the continuing excellent support of Tom Richardson. They are recruiting a rota of helpers from parents/family of Beavers and we are delighted with the response so far.



This year we have 30 cubs. They have completed a range of badges including the Astronomer, Cyclist, Nights Away and Community Challenge. Cubs have learnt more about native species from the North East's very own 'Hedgehog Lady', tried new sports such as archery and spent evenings honing their entertaining and backwoods cooking skills in preparation for a very well-received 'Bring a Parent' night. The pack has recently returned from a very successful camp in Hexham, attended by 25 cubs (nearly the entire pack). They needed

skill, courage and imagination - activities included shelter building in the forest, a 3G-swing and pitching business plans to the camps very own Dragon's Den!



The Scout Troop began the year with 29 Scouts, numbers so high that a sixth patrol (the Stags) had to be added. The weekly programme balances activities across all areas of the Scout Method. Badge work focussed on the Community, Creative, Fitness and Expedition Challenge badges.

The troop also managed a range of sporting triumphs, despite Bob Hubbuck (the Scout Leader) breaking his wrist at work in March. We were second in the District 5-a-side football competition, the highlight of which was one of our Scouts receiving the *Scout of the Tournament* award. Other activities included go-karting, night hikes, and the annual winter 'Brass Monkey' Camp. Many villagers commented favourably on the strong turn out at the Remembrance Parade in November.



This year 9 Scouts received the *Gold Chief Scout's Award*, the highest available to them

in this section – congratulations to Huw Adamson, Ewan Ball, Harry Waters, Ben Dickinson, James Scott, Gabriel Stanford, Ross James, Cameron Szweda and Jamie Bockett. Happily many of these individuals have chosen to continue their involvement in Scouting, joining Explorer Scouts.

The (Stocksfield) *Scout of the Year* award went to Joe Green, *Patrol Leader of the Year* to Kay Adamson and *Badger of the Year* (most badges gained) to Daniel McGrane.



## ADULT LEADERS

This year has seen several changes amongst the adult leadership team, with some new recruits but a number of key vacancies remaining.

### Scouts

The troop is currently led by Bob Hubback, with one adult helper. Bob is actually the District Scout Leader, but has been “filling in” at Stocksfeld for the last 6 years after the previous leader retired. Bob needs to return to his district duties and **we urgently need replacement Scout Leaders.**

### Cubs

The Cub Pack is lucky to have two adult leaders – John Walker and Helen Schooler, both of whom are well on their way to completing their wood badge training. This year they have again benefitted from the help of young leader Oliver Brunskill. We are delighted that we have just managed to recruit a husband and wife team – Rachel and Simon Rees - to provide a third adult leader at alternate meetings.

### Beavers

We were very sad to bid farewell to Beaver Leader Paddy Gascoigne in June, after many years of service. The Colony is now lead by Carole Thirlaway, who was previously the Assistant Beaver Leader. Carole is ably supported by Tom Richardson from Wheelbirks Farm.

**Further Assistant Beaver Leaders are needed.** This will allow Tom the freedom to move to helping cubs, if he so wishes, when his son moves on.

### Group Scout Leader

Paddy’s retirement also meant that the Group lost its most senior uniformed leader, the Group Scout Leader. Attempts continue to recruit a new candidate, in the interim, these responsibilities are being covered by Alan Kelly (District Commissioner) and Malcolm Murray (Chair of the Group Executive).



## THE SCOUT HUT

We have made significant progress this year towards replacing our Scout Hut – the heart of Scouting in Stocksfield. New plans have been approved and complex negotiations completed over the land.

### New Plans

The Group Executive is united in the view that the existing hut needs to be replaced. It is now too small and the aging facilities pose significant challenges for mixed gender activities and wheelchair access. This also limits the hut's attraction as a venue for other groups, both in the local community and across the North East.



A building sub-committee was formed and after a period of consultation, plans for a new hut were drawn up by local architect, Jane Milner. The new timber frame building will be of similar appearance, appropriate for the wooded surroundings.

Planning permission was obtained in July 2013 after a series of site surveys. Alan Chapman, a previous 1<sup>st</sup> Stocksfield Scout Leader with many years of building construction experience, has volunteered to act as site manager. The only obstacle remaining is to raise the funds required.

### Securing the Site

The Group own the freehold site, but originally had no written right of access to the hut from the road. The land parcel which sits between the hut and the road has recently been sold to a local charity (Stocksfield Community Association), to allow the development of much-needed affordable housing in the area. To maximise the usable area for both parties, the Scouts and the new owners have agreed a small land swap (including a formal guarantee of access to the hut) – an excellent example of community cooperation. Northumberland County Council have been very supportive of this transfer of title - required because the lands were originally obtained through a community land sale. Claire Collinson, Group Executive member and practicing solicitor represented the Group free-of-charge in the detailed and specialist negotiations involved. We are grateful for the donations of her time and company's resources.

### Fund-raising

To date we have raised £44,000 of the £167,340 estimated total replacement cost. A fund-raising committee has been established and online donations enabled through a Virgin Money account.



The Group applied to the National Lottery *Big Lottery Fund* in March this year. We outlined how a new hut could benefit not just the Scouts of Stocksfield, or indeed the local community, but become a resource for groups across the North East, providing affordable access to adventurous, rural, educational and leisure pursuits. Although the application led by ex-Cub Leader Philippa Harpin was considered to be strong, ultimately it was not successful. Feedback from the Lottery indicated that priority was given to other bids centred in deprived areas and/or addressing extreme needs, such as domestic abuse. We are not too discouraged and will be approaching a number of other trust funds to seek their support.

A range of fund-raising activities are being planned and underway. Special mention should go to current Cub, Oscar Mitchell, who independently raised £688 cycling between Newcastle and Hexham.

Former Stocksfield Scout, Stephen Harpin is planning a longer journey in late November. As a member of a crew of seven, he will attempt to beat the 32-day world record for rowing across the Atlantic – a distance of 2,598 nautical miles. Once the boat leaves the safety of the harbour, the team will be on their own and at the mercy of the elements. We wish him well and hope his Scout experience will stand him in good stead and encourage everyone to support this exceptional effort.

## Estimated Building Costs

The figures indicate the amount of money required to replace the existing Scout Hut. They are taken from the cheapest of three tenders submitted for the architect's *Schedule of Works*.

### Preparation

|            |        |
|------------|--------|
| Demolition | £2,500 |
|------------|--------|

### Proposed New Works

|                                                                     |         |
|---------------------------------------------------------------------|---------|
| Substructure                                                        | £25,000 |
| Ground Floor Construction                                           | £11,045 |
| Timber Frame Construction                                           | £24,000 |
| External Walls                                                      | £15,600 |
| Roof                                                                | £8,000  |
| Windows                                                             | £3,250  |
| Doors                                                               | £4,500  |
| Internal Walls                                                      | £5,000  |
| Ceilings                                                            | £7,190  |
| Decoration <i>materials only, work to be carried out by parents</i> | £2,000  |
| Sanitary Ware                                                       | £5,800  |
| Kitchen Fittings                                                    | £3,000  |
| Other Fittings                                                      | £2,005  |

### Services

|                           |         |
|---------------------------|---------|
| Drainage                  | £1,200  |
| Mechanical Heating System | £16,500 |
| Electrical Installation   | £5,000  |

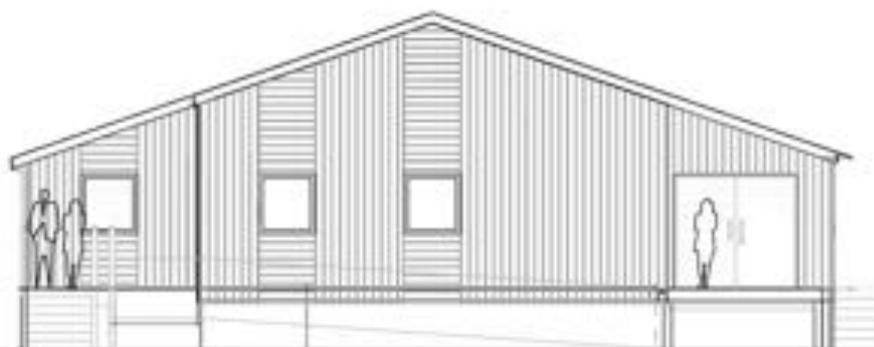
### External Works

|                                   |         |
|-----------------------------------|---------|
| Access Ramp                       | £3,000  |
| Veranda                           | £1,500  |
| Loading Platform                  | £1,500  |
| Lay Grasscrete                    | £11,500 |
| Level Ground, Topsoil, etc.       | £250    |
| External Caging for Gas Cylinders | £1,000  |
| Fencing                           | £2,000  |

### Other

|             |        |
|-------------|--------|
| Contingency | £5,000 |
|-------------|--------|

|              |                 |
|--------------|-----------------|
| <b>Total</b> | <b>£167,340</b> |
|--------------|-----------------|



**SOUTH WEST ELEVATION**

JANE MILNER Architecture & Design

## FINANCIAL REVIEW

The Group is essentially covering its costs whilst maintaining significant savings for a new hut.



This diagram provides a summary of the Group's finances (excluding the new hut fund), full accounts are listed on the next page. Much of the recent fund raising activity will be reported in next year's accounts.

### Reserves Policy

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 2 months running costs, circa £1,500.

The Group held reserves of approximately £2,000 against this at year end (if the extra one-off hut spending is ignored). This is £500 above the level required for operating expenses.

### Extra Spending

There is a one-off expenditure of £4,426.75 this year, attributable to costs incurred in the planned replacement of the Scout Hut. These are detailed to the right.

### Investment Policy

The Group does not have sufficient funds to invest in long term investments. The Group has therefore adopted a risk averse investment strategy. All funds are held in cash deposited in mainstream banks.

### Gift Aid

Registration with HMRC has been successful as a Community Amateur Sports Club (CASC). This has enabled £976.61 of Gift Aid from the year 2009-2010 to be reclaimed. This will appear in the 2014-2015 accounts.

## Expenditure on the New Hut: 2013-2014

| Date         | Amount           | Payee             | Description    |
|--------------|------------------|-------------------|----------------|
| 22-Apr-2013  | £103.75          | L Black           | Bat Survey     |
| 20-May-2013  | £605.00          | J Milner          | Architect Fees |
| 20-May-2013  | £1,080.00        | Arc Environmental | Survey         |
| 07-Jun-2013  | £450.00          | Swift Timber      | Line Loads     |
| 09-Oct-2013  | £1,020.00        | E Bird            | Line Loads     |
| 09-Oct-2013  | £1,000.00        | J Milner          | Building Regs  |
| 17-Oct-2013  | £168.00          | Northumberland CC | Building Regs  |
| <b>Total</b> | <b>£4,426.75</b> |                   |                |



## Income and Expenditure Account for the Year Ending 31 March 2014

### INCOME

|                          | Credit            | Debit |
|--------------------------|-------------------|-------|
| Membership Subscriptions | £5,345.50         |       |
| Jumble Sale              | £1,488.79         |       |
| Stocksfield Festival     | £108.75           |       |
| Scout Post               | £514.65           |       |
| Cub Camp Fees            | £3,832.71         |       |
| Other                    | £69.81            |       |
| Interest (on Hut Fund)   | £25.99            |       |
| <b>Total Income</b>      | <b>£11,386.20</b> |       |

### EXPENDITURE

|                                                      | Credit | Debit             |
|------------------------------------------------------|--------|-------------------|
| Capitation                                           |        | £2,665.00         |
| Hut (see breakdown on previous page)                 |        | £4,426.75         |
| Electricity (heating & lighting)                     |        | £616.79           |
| Water                                                |        | £283.05           |
| Repairs & Maintenance                                |        | £11.85            |
| Insurance                                            |        | £1,362.32         |
| Fundraising Expenses – venue hire, advertising, etc. |        | £340.27           |
| Badges                                               |        | £369.30           |
| Activities – contribution towards camps, trips, etc. |        | £3,213.86         |
| Equipment                                            |        | £301.13           |
| First Aid Training                                   |        | £10.00            |
| Heating Donation – Stocksfield Baptist Church        |        | £175.00           |
| Miscellaneous                                        |        | £25.00            |
| <b>Total Expenditure</b>                             |        | <b>£13,800.32</b> |

### BALANCE

**- £2,414.12**

As noted overleaf, if the additional expenditure on a new hut this year is excluded, the balance of payments would actually be in credit by the sum of £2,012.63.

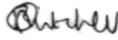
### Bank Accounts

The Group held two bank accounts at the time of this audit: a current account and a savings account. Opening balances shown as at 01 April 2013. Closing balances as at 31 March 2014.

| Name            | Opening Balance   | Credits           | Debits            | Closing Balance   |
|-----------------|-------------------|-------------------|-------------------|-------------------|
| Current Account | £15,445.32        | £11,360.21        | £13,800.32        | £13,005.21        |
| Savings Account | £32,425.90        | £25.99            | £0.00             | £32,451.89        |
| <b>Total</b>    | <b>£47,871.22</b> | <b>£13,800.32</b> | <b>£11,386.20</b> | <b>£45,457.10</b> |

## NOTICE OF APPROVAL

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

|           |                                                                                   |                                                                                     |
|-----------|-----------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|
| Name      | Dr Malcolm Murray                                                                 | Dr Ben Mitchell                                                                     |
| Position  | Chair                                                                             | Treasurer                                                                           |
| Signature |  |  |
| Date      | 29 <sup>th</sup> September 2014                                                   | 29 <sup>h</sup> September 2014                                                      |

