



3rd Hazel Grove Scout Group

Everyday adventure for the development of young people

GROUP TRUSTEES ANNUAL REPORT 2015



Founded : August 1957

Registration No : 33420

Reg Charity No : 520209

Address : Adj. No.2 Macclesfield Rd, Hazel Grove, Stockport SK7 6BD

Email: secretary@3hg.org

Website: www.3hg.org

May 2016

1 Introduction

This Annual Report is issued by the Trustees of 3rd Hazel Grove Scout Group in conformity with requirements of the Charities Act 2011 and the Policy, Organisation and Rules of the Scout Association, current edition, for the financial year ended 31st December 2015 and the Census Year ending 31st January 2016.

2 Reference and Administration Details

3rd HAZEL GROVE SCOUT GROUP
OPEN (NON-SPONSORED)
ESTABLISHED AUGUST 1957
SCOUT REGISTERED NO. 33420
REGISTERED CHARITY NO. 520209

Adj. No.2 Macclesfield Road, Hazel Grove, Stockport, SK7 6BD

2.1 Trustees

The Group is led by the Group Scout Leader and managed by the Group Executive Committee (the Trustees) -

Ex Officio Members:	David Phillips, (<i>Group Chairman</i>)
(<i>Group Scout Leader</i>)	Brian Dooley
(<i>Acting AGSL</i>)	(Alan Marsh)
(<i>Section Leaders</i>)	Angela Massey, Rebecca Ware, Neil Phillips, Gill Barlow, Paul Barlow
(<i>Group Secretary</i>)	Quentin Blagg
(<i>Group Treasurer</i>)	Janice Gibson
Nominated Members:	Simon Lees
Elected Members:	Tim Allard, Alan Marsh, Mike Wells, Robert Gibson (<i>QM</i>), Steve Holt (<i>ESL</i>)
Co-opted Members:	None

2.2 Advisers

Auditors/Independent Examiner: Mr. Sandy Lee, Chartered Accountant

3 Structure, Governance and Management

3.1 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.

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

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

3.2 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 consists of 3 independent representatives, Chair, Treasurer and Secretary together with the Group Scout Leader, individual section leaders' and parents' representation. It meets every month.

This Group Executive Committee exists to support the Group Scout Leader in meeting the responsibilities of the appointments and is responsible for:

- The maintenance of group property;
- The raising of funds and the administration of group finance;
- The insurance of persons, property and equipment;
- Group public occasions;
- Assisting in the recruitment of leaders and other adult support;
- Appointing any sub committees that may be required;
- Appointing Group Administrators and Advisors other than those who are elected.

3.3 Risk and 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 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 and also takes out additional accident insurance for supporters. Risk Assessments are undertaken before all activities.
- Reduced income from fund raising. 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 ongoing basis, either temporarily or permanently.
- 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 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.
- Reduction or loss of members. The Group provides activities for all young people aged 6 to 25. If there was a reduction in membership in a particular section or the group as 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 material mismanagement or loss, these include 2 signatories for all payments and a comprehensive insurance policies to ensure that insurable risks are covered.

4 Objectives and Activities

The objectives of a charity are set out in its governing document and therefore the objectives of the Group are as a unit of the Scout Association.

The Aim of The Scout Association is to promote the development of young people in achieving their full physical, intellectual, social and spiritual potentials, as individuals, as responsible citizens and as members of their local national and international communities.

The method of achieving the Aim of the Association is by providing an enjoyable and attractive scheme of progressive training, based on the Scout Promise and Law and guided by adult leadership.

4.1 Public Benefit

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.

5 Achievements and Performance

5.1 Developments

Overall it is a major achievement to sustain a group of the size and complexity of 3rd Hazel Grove Scout Group. This is done entirely by voluntary effort and support. (Note: the Group is an Open Group and is therefore not sponsored by any organisation e.g. religious bodies, schools, industrial/ commercial firms, community associations etc.)

The core business of the Group is the promotion of the development of its young people through the Scout Association's Training Scheme that, for a young person maintaining membership from Beaver Scouts through to Explorer Scouts, is 12 years duration.

5.2 Composition of Sections within the Group

Numbers quoted are from January 2016 Census and do not include helpers from Scout and Explorer sections at Cub packs and Beaver Colonies. (Numbers in brackets refer to Jan 2015).

<u>Section</u>		<u>Boys/Girls</u>	<u>Leaders</u>	<u>Helpers</u>
Beaver Colonies	<i>(6th to 8th birthdays – may join at 5¾ with friends at GSL's discretion)</i>			
Carrwood	Monday	24/1 (20/1)	1(1)	3(3)
Princes	Thursday	21/3(19/1)	3(3)	2(2)
Wood				
Cub Packs	<i>(8th birthday to 10½ years - may be extended to 11 at GSL's discretion)</i>			
Shawnee	Monday	23/1(27/1)	7(7)	0(0)
Seneca	Thursday	27/0(27/1)	8(8)	0(0)
Scout Troop	<i>(10½ years to 14 years – may be extended at GSL's discretion)</i>			
Troop	Friday	24/13(21/18)	2(3)	0(0)

Others: Group Scout Leader, Assistant Group Scout Leader, Q.M. and 1(1) activity helper

3rd Hazel Grove Group 2016 Census (2015 Census)

Number of boys/girls	119/18 (114/22)
Number of adult members - Leaders/assistants/Exec	28(28)
Total Group Membership	165(164)
Exec 6 (7)	(Occasional Helpers and some Exec attendees are not HQ members)

The Group is one of the largest in the Greater Manchester East Scout County.

(Note that the Bullock Smithy Explorer Unit for the 14-18 year age range is treated as part of a separate District managed group and their figures are not included in 3rd Hazel Grove Group's census figures. At the January census the Unit had 9(9) members and 4(4) leaders.)

5.3 Section Activities

The Group actively follows the Scout Association's progressive training scheme within each Section (Beaver Scouts, Cub Scouts, Scouts and Explorer Scouts) through weekly meetings, badge work, County and District activities, outdoor activities, week-long and weekend camps (indoor and outdoor).

This year was, as usual, a full and active year with a busy programme for all sections.

The following gives an indication of the out-of-normal weekly meetings' activities since the last AGM:

- **Beaver Scout Colonies**

Colony activities: Sleepovers, local walks, CBBC Swashbuckle trip, joint parties with Cubs, etc.

District/County events: Beaver Fun Day, Pantomime at the Plaza (Snow White). Join-in-Jamboree camp/visit.

- **Cub-Scout Packs**

Pack activities: Sleepover and 'Devil's Arse' visit, winter camp at Bradley Wood, Blackpool Pleasure Beach. Seneca attended the Scout Snowshine camp. Other activities include Family Entertainment evening, night ramble, *BBQ*

District/ County events: Join-in-Jamboree camp at Linnet, District Camp, Swimming gala, Totem Pole competition, Sixer/secondar outing to RAF Cosford.

- **Scout Troop**

Troop activities: Survival camp and main camp this year were at Scarcliffe Wood Notts. Autumn sleepover at HQ with Peak District hike. Operation "Snowshine" was held at Kibblestone near Stoke. Other activities included night hikes and a very entertaining pantomime performance.

District/County: PL's training weekend.

Community help with the Friends of Torkington Park.

- **Explorer Unit**

Unit activities: D of E expeditions and training. Fantastic main camp in Transylvania, Romania! Mountain weekend. New Year hike in the Peak District. Other activities this year have been: Scalextric, Buddhist temple visit, BMX cycling at the velodrome, climbing, community help with the Friends of Torkington Park and fundraising on the Rotary club Xmas float.

District activities: Winter camp at Linnet Clough.

Young Leader Training: 3 Explorers completed YL training weekend.

Awards

Congratulations to :

Leaders: Neil Phillips – 25 Years Service Award

Young Leaders: Chloe Hill, Imogen Milner, Rebecca Grant – YL Training

Scouts: Ellie Rowley, Joel Allard and Adam Sefton - Gold Chief Scout award.

Beavers, Cubs & Scouts: - who achieved Bronze & Silver Chief Scout awards and various and numerous core(161), challenge(124), activity(506) and staged(435) Scouting badges.

Vision 2018

Headquarters have issued a 'Vision for 2018'. This has four key areas for growth, inclusivity, youth shaped and community impact:

Growth: Last year we increased youth members by 23 and maintained our youth members this year (+1). More adult leaders are needed.

Inclusion/Diversity: Scouting's Equal Opportunities policy supports the principle that no member should be discriminated against on the basis of their class, gender, ethnic background, nationality, sexuality, mental or physical ability and political or religious belief. As an open group our membership is not in any way restricted and we welcome all.

Youth Shaped: Young members have always been encouraged to get involved with the organisation of their section via 'Log Chews' (Beavers), pack and troop forums, patrol leaders' councils etc. Their ideas are respected and where possible incorporated into the section programmes by the leaders. Most Explorer Scouts complete Young Leader training and are actively involved with the younger sections.

Community: Community involvement is a regular feature of the training offered by 3HG. In the last year this has included helping the Friends of TP with work days and Fun Day events, helping the Rotary with their Father Christmas float and fundraising for Children in Need. We again delivered thousands of leaflets for the St Ann's Christmas tree recycling scheme. We manned a stall at the Hazel Grove Carnival.

Plans

Business as usual will provide quality Scouting across all sections. The Scout troop are holding this year's main camp in the Ardennes, Belgium.

5.4 Religious Activities

The Group actively reminds all its members of the Movement's aim for spiritual awareness and development by:

- Training scheme – Faith and Belief zone develops Scouting values, personal attitudes and a range of beliefs.
- Prayers at weekly meetings.
- Scouts' Own (informal, non-structured services) at camps.
- Attendance at the District's St. George's Day annual parade and service.
- Representation at the local Remembrance Day Service.

5.5 Community and Inter-Activities

Within the family of Scouting and the community the following are typical of this year's events:

- Joint camp with other Cub /Scout/Guide groups.
- District & County Camps and events.

- November 5th Bonfire - the Group uses properly certified operators for our community fireworks display.
- Table Top Sales with the 'Friends of Hazel Grove High School'.
- Bullock Smithy Hike. This is a national event organised mainly by past and present 3HG supporters and members.
- Support for 'Friends of Torkington Park', the Rotary and St Ann's Hospice.
- The HQ is used by Precious Playtime, a mothers' and toddlers' play group.

5.6 Group and Supporters' Fund Raising Activities

The Group's regular events are:

- Table Top Sales and other activities with the Friends of Hazel Grove High School (FOHGHS) are successful but rely on a few faithful supporters.
- Bullock Smithy Hike (a national long distance walking event for LDWA – celebrated 40 years in 2015)
- Bonfire night
- Online shops 'Easyfundraising' and 'AffiliateWindow' (see www.3hg.org/fundraising/)
- Bag packing
- Raffle (no raffle this year)
- 100 Club, Web Ivory
- Group Annual Dinner- raises funds but is primarily a celebration of the year's activities

Sustaining such a large unsponsored Group is a major task for the Trustees and Leaders who are grateful for help given by parent supporters enabling them to get on with their leadership responsibilities.

5.7 Leader Training

Many leaders already hold their advanced training award (the Wood Badge). Well done to Paula Hill who completed her Wood Badge this year and Angela Massey who gained her nights away certification. Several others have progressed with the official Headquarters training scheme by attending District and County run courses and assessments. Most leaders have now completed the on-line Safeguarding and Safety courses which in future will have to be renewed every 5 years before warrant renewals. This year 3 Leaders and Explorers renewed or took first aid certification courses.

Leaders have 1xTerrain 2 mountaineering award for leading walks above 2500 feet, 1xTerrain 1 awards (up to 2500ft), 1 x shooting, 1 x single pitch climbing, 1 x archery and 1 x canoeing assist authorisation. More authorisations are desirable for our active group.

Some sections operate with minimum adult leadership and are given valued help by Explorers and Scouts.

5.8 Equipment/Maintenance

It is important to keep the HQ and equipment in good repair. Since the last AGM we have repaired/improved the main hall heating, repaired the centre store roof, replaced the kitchen water heater, main floor refurbished. Minibus seats have been repaired. Tents have been replaced, first aid, archery and shooting equipment purchased.

Purchases planned for 2016 include replacing the old hall heater, garage repairs and general HQ improvements and external painting. Electricity North West will finally replace the main gates.

The upgrading of the toilets and kitchen continues to be a major goal and it is intended to include a toilet for disabled persons. With improved facilities our HQ would be more appealing and provide a better service to the wider community.

6 Financial Review

6.1 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 12 months running costs, circa £29,000.

The Group held reserves of £36,926 against this at the year-end. This is above the level required for operating expenses but it includes our minibus fund, currently at £10,000, which will enable us to have sufficient funds when the current 'bus has to be replaced.

6.2 Investment Policy

The Group's income and expenditure is very small and as a consequence does not have sufficient funds to invest in longer-term investments such as stocks and shares. Therefore the Group has adopted a low risk strategy to the investment of its funds. All funds are held in cash using only mainstream banks or building societies or The Scout Association's Short Term Investment Service.

The Group Executive regularly monitors the levels of bank balances and the interest rates received to ensure the group obtains maximum value and income from its banking arrangements. Occasionally this may involve using an account that requires a period of notice before funds may be withdrawn, before doing so the Group Executive considers the cash flow requirements.

6.3 Fund Raising

The Group, being non-sponsored, is entirely dependent upon raising all of its required funds. Raising funds to support the large membership and for the maintenance, renovation, refurbishment and replacement of buildings, vehicles and equipment is a major task.

To maximise on Inland Revenue allowances all parents have been asked to pay subscription by Gift Aid. An increase in the number paying this way has been achieved and efforts will continue to make best use of our charitable status, ensuring advantage is taken of the more relaxed Inland Revenue rules for charitable giving.

In addition to membership subscriptions there are several regular fund raising activities organised by supporter and leaders. See section 5.6.

See the Group Treasurer's Report for details of this year's Receipts and Expenditures.

6.4 Assets and Liabilities

The Group's assets and liabilities are made up as follows:

Building and grounds	insured value £457,220 (£441,846)
Equipment (Scouting and furniture)	insured value £32,992 (£31,994)
Minibus and trailers	insured value £13,294 (£10,000)

Monetary (bank & b society)	£36,926 (£33,235)
Section floats	£1,974 (£3,441)
Subscriptions owed	£0 (£36)
Gift Aid (outstanding)	£2,000 (£4,000)

7 Conclusion

This has been another year of quality Scouting provided by all involved with the Group. The older Scouts and Explorer Unit members provide much appreciated help but there is always a need for more warranted leaders in all sections. New leaders are always welcome and working with youth is very rewarding. All that is needed is a sense of humour! The Leaders that we do have provide a core of enthusiastic, committed and very able Leaders in whom the Trustees repose the utmost confidence.

8 Declaration

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

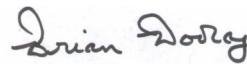
Signed on behalf of the charity's trustees:

Signature: 

Name: David Phillips

Position: Chairman

Date: 9 May 2016



Brian Dooley

Group Scout Leader