



# 3<sup>rd</sup> Hazel Grove Scout Group

... *Everyday adventure*

## GROUP TRUSTEES, ANNUAL REPORT 2017



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](mailto:secretary@3hg.org)  
Website: [www.3hg.org](http://www.3hg.org)

May 2018

# 3<sup>rd</sup> Hazel Grove Scout Group Annual Report 2017

## 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 2017 and the Census Year ending 31st January 2018.

## 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:	Michael Wells, ( <i>Group Chairman</i> )
( <i>Group Scout Leader</i> )	Brian Dooley
( <i>Section Leaders</i> )	Sharon Bebbington, Angela Massey, Jonathan Mayo, Gill Barlow, Paul Barlow
( <i>Group Secretary</i> )	Quentin Blagg
( <i>Group Treasurer</i> )	Janice Gibson
Nominated Members:	Caroline Austin, Chris Green, James Robinson, Mat Rooney,
Elected Members:	Dave Phillips, Simon Lees, Alan Marsh, Rob Massey, Robert Gibson ( <i>QM</i> ), Steve Holt ( <i>ESL</i> )
Co-opted Members:	Neil Phillips

#### 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 18. 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.

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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 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 3<sup>rd</sup> 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 31<sup>st</sup> January 2018 Census and do not include Young Leader helpers from Scout and Explorer sections at Cub packs and Beaver Colonies. Numbers in brackets refer to 31<sup>st</sup> Jan 2017. (For information only 9 YL's help with the sections).

<u>Section</u>		<u>Boys/Girls</u>	<u>Leaders</u>	<u>Helpers</u>
<b>Beaver Colonies</b>	(6th to 8th birthdays – may join at 5 <sup>3/4</sup> with friends at GSL's discretion)			
Carrwood	Monday	9/2 (20/1)	2(2)	0(3)
Princes Wood	Thursday	17/6(21/4)	3(4)	4(2)
<b>Cub Packs</b>	(8th birthday to 10½ years - may be extended to 11 at GSL's discretion)			
Shawnee	Monday	22/3(23/2)	3(7)	3(0)
Seneca	Thursday	31/5(28/3)	6(8)	0(0)
<b>Scout Troop</b>	(10½ years to 14 years – may be extended at GSL's discretion)			
Troop	Friday	33/5(28/6)	3(3)	1(0)

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

#### 3<sup>rd</sup> Hazel Grove Group 2018 Census (2017 Census)

Number of boys/girls	112/21 (120/16)
Number of adult members - Leaders/assistants/Exec	37 (28)
Total Group Membership	170 (164)
Exec 7 (7)	

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 3<sup>rd</sup> Hazel Grove Group's census figures. At the January census the Unit had 10(15) 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: All sections celebrated the Group's 60<sup>th</sup> anniversary with a Sausage Sizzle attended by ex-members and leaders going back to the 60's! Enthusiastic members of all sections have given voluntary Community help with the Friends of Torkington Park.

- **Beaver Scout Colonies**

*Colony activities:* Sleepovers (Chestnut Centre and Lyme park activities), local walks and cycle ride, Awesome walls, bellboating , joint parties with Cubs, Xmas Craft day and Mountain Rescue visit etc.

*District/County events:* Beaver Fun Day, Pantomime at the Plaza (Aladdin).

- **Cub Scout Packs**

*Pack activities:* Seneca camped at Aberafon & Raywell Park. Shawnee camped at Bispham. Members from both packs attended the Scout Snowshine camp. Other activities include Sleepover, Green Withens water activities, a Sleigh-in Movie Night, night ramble, Buddhist temple and Jump Heaven visits....

*District/ County events:* Totem Pole competition, Sixer/secondar hike, Swim gala.

- **Scout Troop**

*Troop activities:* Main camp this year was in Anglesey, training weekend at Linnet. Operation "Snowshine" was held at Beaudesert. Other activities included paintballing and wide game in Brabyn's park.

*District/County:* none.

- **Explorer Unit**

*Unit activities:* Action packed main Camp on the Isle of Man – TT course, monster truck, coastering and swimming with seals! Winter weekend in Snowdonia – Foel Fras and dry slope skiing. Six members have completed bronze DofE expedition and training. Other activities this year have been fundraising on the Rotary club Xmas float. Imogen Milner and Finn Chadwick completing Young Leader course.

*District/ County:* Winter weekend at Linnet Clough unfortunately cancelled due to really bad weather!

#### Awards

Congratulations to :

*Leaders:* Chris Jarvis, Angela Massey, Rick Massey – Medal of Merit. Well done!  
Gill Barlow, Paul Barlow - 10 year Service Award

*Explorers:* James Martin – 2 x Bullock Smithy trophies.

*Scouts:* - Ben Lees, Ethan Jackson, Jacob Milner, Joseph Phillips and Thomas Wells  
- Gold Chief Scout Award.

*Beavers, Cubs & Scouts:* - who achieved 8 Bronze & 7 Silver Chief Scout awards  
and various and numerous core 174(129), challenge 219(235), activity 329(260) and  
staged 230(357) Scouting badges.

#### Vision 2018/2023

Headquarters issued a 5 year 'Vision for 2018'. This had four key areas for growth, inclusivity, youth shaped and community impact:

*Growth:* Census figures show that in the last 5 years we have increased our youth membership by only 7 – 133(126). However a further 9 new Beavers were due to start immediately after the census date. 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. This includes helping the 'Friends of Torkington Park' with work days, Duck Race 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 which this year raised £17,500. We manned a stall at the Hazel Grove Carnival.

The Vision 2023 is to "prepare better futures, delivering skills for life in a changing world". 3HG will be there!

#### Plans

Business as usual will provide quality Scouting across all sections. The Scout troop is to hold this year's main camp somewhere exciting. Cub summer camps will be at Kibblestone and Phasels Wood, Herts. The Explorers are planning for a camp in Scotland. More fundraising activities will be needed to send our representative, Joel Allard to the World Jamboree 2019 in West Virginia, USA.

#### 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.

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- 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 and Car Boot at Hazel Grove High School with Norbury Guides.
- 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.
- Participation in parade and stall at Hazel Grove Carnival

#### 5.6 Group and Supporters' Fund Raising Activities

The Group's regular events are:

- Table Top and Car Boot sales at Hazel Grove High School are successful but rely on a few faithful supporters.
- Bullock Smithy Hike (a national long distance walking event registered with the LDWA)
- Bonfire night
- HQ party hires
- Online shops 'Easyfundraising' and 'AffiliateWindow'
- Bag packing and Raffle (occasionally – not this year)
- 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). 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 have to be renewed every 5 years before warrant renewals. All sections have leaders with first aid certification which must be renewed every 3 years. 15 Leaders have taken/renewed courses this year.

Leaders have 1xTerrain 2 (T2) mountaineering certification for leading walks above 2500 feet, 1xT1 award (up to 2500ft), 1 x shooting, 1 x single pitch climbing, 1 x archery and 1 x canoeing assist authorisation. 2 leaders are currently training for further T1 certifications. More authorisations are always desirable for our active group. Sharon Bebbington has completed her Beaver sleepover certification.

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. A new cooker in 2017 cost £650. Since the last AGM we have purchased new tables at £1077 and had £1250 minibus repairs over and above running costs. Unexpected repairs to the heating amount to £2900 plus the £500 annual maintenance. Future purchases include replacing the old hall roof and old hall heating system, general HQ improvements and external painting. 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, this year £30,943(30,406).

The Group held reserves of £48,879(41,108) against this at the year-end. This is above the level required for operating expenses but it includes provision for future major purchases and building improvements.

### 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.

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 full details of this year's receipts and expenditures.



## 6.4 Assets and Liabilities

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

Building and grounds	insured value £494,643 (£457,611)
Equipment (Scouting and furniture)	insured value £35,686 (£34,311)
Minibus and trailers	insured value £15,000 (£13,294)
Monetary (bank & b society)	£46,391 (£36,557)
Section floats	£2,488 (£4,550)
Subscriptions owed	£0 (£0)
Gift Aid (claimed before year end)	£0 (£5,000)

## 7 Conclusion

This has been another year of quality Scouting provided by all involved with the Group. The trustees would like to thank all leaders and supporters for their enthusiasm and commitment. The older Scouts and Explorer Unit members also 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.

## 8 Declaration

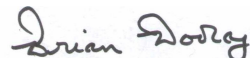
The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees:

Signature:



Name: Michael Wells  
Position: Chairman  
Date: 10 May 2018



Brian Dooley  
Group Scout Leader



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