



## Welcome...

### GSL Group Lead Volunteer report 2023

What a year we have had. We lost some section volunteers (leaders) but also gained some Section volunteers.

I would like to thank Tara and the other section volunteers who have covered Disney Beavers until a new volunteer stepped forward.

We have managed to recruit volunteers for Disney, Panthers and Bears but more are also needed. Please join me in welcoming Olga (Beavers), Kev (Beavers), Vic (Panthers), Nicki, and Zoe (Bears).

I also wish the best for Samantha and Mick, the previous Disney Beaver volunteers, whilst they now concentrate on 27<sup>th</sup> Bromley.

We sadly lost Duncan Hellicar, who passed away in September and he has been missed by all at 2<sup>nd</sup> Orpington.

Becca and George have made great improvements making Scouts informative and fun, now along with Nicki and Zoe. They have been very engaging for our Scouts, and I've heard nothing but positive feedback.

Becca has already produced the program for Autumn 2023. This is partly due to her having to step back to have her 2<sup>nd</sup> child in November.

It is nice to see the fantastic opportunities that 2<sup>nd</sup> Orpington has been providing our young members. From Cub camp in September where Beavers were invited for their 1<sup>st</sup> night away under canvas, to Scouts attending the brilliant Chamboree International Camp in Cheshire where there were 5000 scouts in attendance and the various other camps and day events. Let's not forget the brilliant narrow boat trips with the Explorers and the group trip to Dover Castle in June.

You will have seen some of the photos of the year playing on the screen in the hall.

We had a Spring clean day, and I was delighted to see so many parents/carers and members come along and get stuck in. Thank you all very much as you made HQ look so much better. Next time, we will need to get a bigger skip.

For all of the life skills and memories that 2<sup>nd</sup> Orpington gives to our young members we are still very exposed. We have 2 Cub Packs feeding young people into 1 Scout Troop, so we are now at a stage where young members will soon need to find a different group. The Bears is full. The age-old problem is we simply don't have enough volunteers.

The graph below shows if all Cubs move into Scouts, then come November 2023 there will be 40 Scouts, November 2024 53 Scouts. Come 2026 there potentially will be 81 Scouts.

## Section Size Planning



It isn't only the need to re-open a 2<sup>nd</sup> Scout Troop. Disney also requires additional volunteers as do the Bears and Explorers.

We have a Quartermaster's store, which Phil Wheeler has been dedicated to run for over 40 years. Phil also requires a volunteer or two so they can start learning about what the QM's does.

Volunteering can be so rewarding and looks good on your CV.

The plan is to get more volunteers, this then gives scope to do as little or as much as you'd like. Together we can build our young members future and help mold them into better citizens.

We have given out Awards to the following members in the past year.

Adult volunteers

Martin Howell - Leader Training completion Wood Beads  
Nathan Pearce – Leader Training completion Wood Beads



Tim Birse – 50 years as a leader  
Tara Mendez – 10 years as a leader  
Chris Litton – 5 years as a leader  
Nicki Greene – 5 years as a leader



Young People

Chief Scout Bronze Award

Jocelyne Kenny  
Cassidy Owen  
Ethan Pearce  
Michael D'Amico



Chief Scout Silver Award

Scott Richardson  
Tabetha Collins  
Haydn Kenny  
Samuel McCann  
Amelia Pearce  
Toby Owen  
Daisy Kavanagh  
Emily Carpenter-Ryan  
Grace Carpenter-Ryan



Mark Hudson GLV

# Section Reports

## Disney Beavers

We have recently recruited a new lead volunteer for the Beavers Disney, who picked up the section since this summer term.

Beavers Disney is a small group of eight boys at the moment. Earlier this spring one boy left the group, but two new ones joined last month. Disney are working in close collaboration with Kiwi Beavers and had a number of joint events, like sleepover 2023, health and fitness sessions, trading post, gardening sessions.

On the 4th of July both groups are attending the assault course at Frylands and we will be joining the Cubs and the camping night at Cub camp in September. Both Beavers Colonies attended the Group Trip to Dover Castle last month.

## Kiwi Beavers

Over the past year we have awarded a total of 230 badges, 4 of which are Chief Scout Bronze Awards. We took part in our first night away under canvas when 10 Beavers joined the Panthers and Wolves Cub camp last September. We have another 10 Beavers attending this September as well.

We have learnt about communication, health and fitness and looking after our bodies. We learnt about space and showed the other Beavers our hobbies and collections.

We visited the local library and learnt about how a library works. We also had a postman visit and was taught about letter and how to sort the letters. We then posted the letters in a local post box. We used our imagination to design sweet making machines and made lollipop catapults.

Lastly Beavers showed their skills when we had indoor archery.

## Wolves Cubs

The Wolves currently have a healthy 29 cubs on the books, 7 are due to go up to scouts at the beginning of next term, and 4 are due to move up from Beavers.

The past year has seen us tackle lots of badges and by the end of this term we should hopefully be awarding about 5 or 6 Chief Scouts Silver Awards.

The cubs have taken part in plenty of activities including backwoods cooking, tracking, wide games, a visit to our local mosque, summer camp 2022 and the group trip to Dover.

We would not be able to plan and run cubs without adult help, so a big thank you to James and Adrian, and to all parents that have helped in any way over the past year.

## Panthers Cubs

We have grown not only in young members but also as a volunteer leadership team. We have 30 Cubs, 8 of which are due to go into Scouts in September. Again, we had a Summer Camp in September with the Wolves. We've covered various badge work during the last year and have issued 175 badges of which 7 are the Chief Scout Silver Award.

We have visited the Bromley Synagogue and the Keston Mosque course. In addition, we made balloon rockets and was amazed by the Orpington Magic Society. Panthers also had great fun reporting when Aliens came and landed in the grounds on 2<sup>nd</sup> Orpington Scout group.

We cannot forget our Night Hike and sleep over at the hut which we were also joined by all members of the group however it was only the Cubs that slept (not much sleep) at the hut. Panthers have 8 Cubs that will be moving up into Scouts after the Summer Cub camp in September.

Panthers also give thanks to all the volunteers, Nathan, Chris (Dory), Chris (Crunchy) and Vic (Muttley) and the parents for their support especially when joining us for the hike.

## Bears Scouts

For the Bears, 2022-2023 has been a very exciting year packed with eventful activities and events. Not only have we seen an increase in young people joining our group, but we have been lucky enough to recruit new leaders who have helped in keeping the section afloat. Due to the increase in numbers the scouts have been able to take part in a series of fun packed events including rifle shooting, rock climbing and sumo suit wrestling. The 2<sup>nd</sup> Orpington Bears also had the experience of participating in a be prepared disaster event which gave the scouts the essential skills of how to survive should a disaster, such as if an earthquake occurs. They were also awarded their Emergency Aid Level 3 badge as they were taught how to perform first aid in an emergency. Some Bears also had a taster of a long weekend on a narrowboat learning how to open and close locks. This again was a great experience for the scouts with many of them wanting to do another trip. A couple of our Scouts also went to Chamboree 2022 where they experienced a fun packed week participating in activities and part taking in many events such as a silent disco walking tour through Manchester.

It has been a very busy year with the scouts earning a total of 181 badges between them. These badges consisted of media relations and marketing where the scouts did an excellent job at creating a product that will be useful for scouts and presenting their presentations to the group. We had some creative ideas from our scouts, and they gained a lot of personal skills from participating in this activity. The bears also completed their fire safety badge, learning the importance of how to react in an event of a fire and the essential steps into dealing with the situation in a safe manner.

We have been working closely with our older scouts to help them achieve their Chief Scout's Gold badge which is the highest-level badge for the scouting age. The last Chief

Scout's Gold badge was awarded on 14.03.2021. This will be a huge achievement for our scouts showing not only their commitment to the group but as a way of showing how much they have gained from their years as a Bear. The end of term patrol camp will significantly help the scouts to gain this award as it covers many of the essential requirements for the badge.

Lastly, we have an amazing opportunity for the Scouts to go to Essex International Jamboree 2024. We are currently booked on with 17 Scouts and 3 leaders. This will be an amazing experience for the Scouts with many activities for them to participate in. They will also have the chance to meet scouts from around the world and gain an insight into how different international sections are run.

It is clear to say that the Bears have had a very fulfilling year filled with fun activities and experiences. We hope to continue providing the Scouts with an adventurous time which is only possible due to the number of scouts we have attend each week and our amazing leaders.

## Scorpions Explorers

The explorers have recently welcomed five new members from the scout section taking us up to fifteen in total, with another member due to start their link in September.

We have a joint Canal Boat trip with the Scouts planned for August which will continue our regular use of the Bromley Youth Trusts boat, Roseanne.

Next year we will be attending the Essex Jamboree along with the Scouts.

We will look to further strengthen the links between this section and the Scout troop through further joint meetings in the terms to come.

# Chairs Report

I have now completed 1 year into this role and what a year it has been. As Mark has said, we have recruited new volunteers but also lost some. The group will only succeed with volunteers.

The volunteers have been fantastic in delivering not only great programs but also camps and trips that will give our young members long and fantastic memories.

Money has now been put aside for some projects, so we are now in the process of prioritising them. We have had some growth with the Executive team (now called Trustee Board) but more growth is needed. This will free up the section volunteers so they can concentrate on leading but also to help make these projects happen.

Ideally, we would like at least 2 parents from each section to be on the Trustee Board.

Our numbers remain good with growth of the young members, and we also have people on our waiting list. 2<sup>nd</sup> Orpington has a good name in the area so can only see our numbers continue and even grow.

John Whitney



Report of the Trustees and Financial Statements  
for the year ending 31<sup>st</sup> March 2023

For

2<sup>nd</sup> Orpington Scout Group

And

Orpington Scorpion Explorer Scout Unit



# 2<sup>nd</sup> Orpington Scout Group Orpington Scorpion Explorer Scout Unit

## Trustees Report 2022-2023

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### Introduction

2<sup>nd</sup> Orpington Scout Group ("the Group") is a Scout Group registered by the Scout Association Number 19073. The Group is not a registered charity. The Orpington Scorpion Explorer Scout Unit ("the Unit") is part of Bromley District Scout Council. The Group and the Unit have entered into a partnership agreement for the provision of equipment, facilities and resources and the maintenance of links between the Group and the Unit. Within this agreement the Group provides some accounting and other administrative services to the Unit, although the Unit's funds are kept distinct from those of the Group. The Group Executive Committee also acts as the management committee for the Unit.

Although not a registered charity, members of the Group Executive Committee act as Charity Trustees for the Group as an educational charity. The Trustees have determined that in order to provide an appropriate level of clarity, they should report on both the activities of the Group and the Unit, and that the financial statements should include separately both Group and Unit funds.

The Trustees present their report with the financial statements of the Group and the Unit for the year ending 31<sup>st</sup> March 2022. The Trustees have adopted the provisions of the Statement of Recommended Practice (SORP) Accounting & Audit Requirements for Group, Districts, Counties/Areas & Scottish Regions published by the Scout Association.

## Reference and Administration details

### Trustees

John Whitney	Group Chair
Alison Kavanagh	Group Secretary
Tim Birse	Group Treasurer
Mark Hudson	Group Scout Leader and Cub Scout Leader (Panthers)
Martin Howell	Explorer Scout Leader
Rebecca Brooklyn	Scout Leader
Jason Price	Cub Scout Leader (Wolves)
Tara Mendez	Beaver Scout Leader (Kiwi)
Olga Igolnikova	Beaver Scout Leader (Disney)

### Operational Address

Shaw Hall  
50A Court Road  
Orpington  
BR6 0QA

### Correspondence Address

c/o Mark Hudson  
53 Quilter Road  
Orpington  
BR5 4PD

### Bankers

Lloyds Bank plc  
PO Box 1000  
BX1 1LT

### Independent Examiner

Sarah Wakefield  
28 Woodlands Road  
Orpington  
BR6 6EB

## Structure, Governance and Management

### Governance

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 ("POR").

The Group is managed by the Group Executive Committee. The structure and methods of appointment of members for the Committee is set out in POR. As charity trustees Committee members are responsible for complying with legislation applicable to charities, including the requirement to keep proper accounts.

Members of the Committee complete 'Essential Information for Executive Committee' training within the first 5 months of joining the committee.

This Group Executive Committee exists to support the Group Scout Leader in running the Group. The detailed duties of the Committee are set out in POR.

### Risk Management

The Group Executive Committee has identified the major risks to which they believe the Group and the Unit are 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 equipment. The Group has insurance in place to mitigate against permanent loss. The group has the benefit of a strong quartermaster team that maintains our equipment to a high standard.
- Injury to leaders, helpers, supporters and members. Risk Assessments are undertaken before all activities. Members are insured by the Scouts national personal accident insurance, and Leaders are covered by indemnity insurance.
- Reduced income from fund raising. When operating its full programme, the Group relies on income from subscriptions and fund-raising. The absence of significant fund-raising income in the last two years has not been an issue because of the reduced programme. The Committee could raise the subscriptions to increase the income to the group.
- Shortage of Executive Committee members. The function of the Executive Committee is to support the Leaders in running attractive activities for young people, and to relieve them of administrative tasks. Without this support, the increased pressure on Leaders could lead them to decide that they no longer wish to continue to volunteer, resulting in the following risk materialising.
- Reduction or loss of leaders. The Group and the Unit are reliant on 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 or, in the worst-case scenario, the closure of the Group.
- Reduction or loss of members. The Group and the Unit provide activities for 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 or, in the worst-case scenario the closure of the Group. The loss of one age-group is likely to knock on into older sections as the natural source of recruits dries up.

## Objectives and Activities

### 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.

### The Values of Scouting

Scouts 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.
- 

### 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.

Weekly meetings, camps and other activities for Beaver Scouts, Cub Scouts, Scouts and Explorer Scouts are planned to follow the Scout Method and the Values of Scouting.

## Achievements and Performance

Youth membership numbers reported in the Scouts' national census at 31<sup>st</sup> January 2023 were 114 in the Group, and 10 in the Unit, compared to 92 and 9 respectively in the previous year. This increase in membership of almost a quarter in the Group was very pleasing and is testament to the range of activities and the quality of leadership we are able to provide. With so much activity for young people moving indoors and on line as a result of the pandemic, it is clear that what young people really want is a return to exciting, predominantly outdoor activities that Scouting can provide.

Unfortunately, just following the census referred to above, we suffered some leadership resignations. This left one of our two Beaver Scout colonies leader-less, and it looked like it might have to close and turn away existing members. The leadership team of the Kiwi colony stepped into the breach and ran parallel programmes on separate nights so that numbers could be run down naturally. Fortunately, after Easter 2023 potential new leaders have come forward so we hope the closure of a section will not become necessary.

The Group and the Unit meet the Charity Commission's public benefit criteria under both the advancement of education and the advancement of citizenship or community development headings.

For both the Group and the Unit, face to face Scouting activities have been predominant throughout the year. The Cubs and Scouts, with Explorers helping out have been to various camps, and the Beaver Scout joined in the annual Cub Camp for one night. Both Scouts and Explorers have experienced the pleasure of cruising on the Bromley Youth Trust narrowboat "Rosanne".

With its new and youthful leadership team the Scout section has been flourishing largely because of the good rapport between the leaders and the young people. They are planning to take a large contingent to the Essex International Jamboree in summer 2024, which will be a great international experience for all who are able to attend.

We cannot conclude this report without paying tribute to Duncan Hellicar who died suddenly in September 2022. Duncan joined the group as a Scout in the early 1970s and served us for over 50 years as quartermaster and in many leadership roles: assistant scout leader, venture scout leader, explorer scout leader as well as standing in during vacancies of Group leadership. He willingly took on a range of jobs – several that no one else would do. His three daughters were all members of the group and 2<sup>nd</sup> Orpington is poorer for his passing.

## Financial Review

### Reserves Policy

The Group's policy is to maintain unrestricted general funds which cover at least six months unrestricted expenditure to ensure that the Group can fulfil its operational and management obligations. This figure excludes expenditure on activities that are directly financed by fees charged to participants. Reserves at 31<sup>st</sup> March 2023 were in excess of amounts required by the reserves policy for reasons discussed below.

### Review of Transactions

The accounts on page 6 show the effect of moving our operations back to "full steam ahead". Events, meeting costs and badges all show the effect of a full activity programme. The figure for donations in 2022 was the final Covid Leisure Support grant from the Government; in 2023 the £2,853 in donations were in memory of Duncan Hellicar, as requested by his family. The amount is a measure of the respect in which Duncan was held. As expected, expenditure on utilities reflects a 55% increase in our gas tariff. We replaced the aged gas heater in the hall in January at a cost of £5,500. We hope the new heater will last as long as its predecessor and be more efficient in gas use.

We increased subscriptions from £9.50 a month to £10 in January. Current rates of inflation suggest that a further increase will be necessary next year. However, the increase could be limited if we can get more families to sign up to Gift Aid. **2nd Orpington's percentage take up of free money from the government is only 72% compared with Scouts national average of 80%. All that is needed is to tick a box and enter your address on OSM.**

We have received a total of £32,000 Covid support grants during the pandemic, which has taken our reserves above our reserves policy. This is a welcome windfall. The Group Executive has decided that these funds should be used for capital projects and not on routine expenditure.

Group funds made a deficit of £491 and the Explorer Scouts a surplus of £186 during the year – effectively a break-even result.

## Statement of Trustees' Responsibilities

Charity law requires the members of the Group Executive Committee, acting as Charity Trustees, to prepare financial statements for each financial year that give a true and fair view of the state of affairs of the charity and of the surplus or deficit of the charity for that period. In preparing those financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 2011. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps

for the prevention and detection of fraud and other irregularities.

## Financial Statements

Receipts and Payments account and Balance Sheet for the year ended 31st  
March 2023 (2022)



	2nd Orpington £	Explorer Scouts £	Total 2023 £	2nd Orpington £	Explorer Scouts £	Total 2022 £
<u>Receipts</u>						
Subscriptions	10,839	552	11,391	7,694	208	7,902
Gift Aid tax relief	1,949	0	1,949	3,248	0	3,248
Grants and Donations	2,853	0	2,853	11,776	0	11,776
Events and activities	5,401	1,262	6,663	4,145	1,182	5,327
Hall lettings	4,530	0	4,530	5,775	0	5,775
Fund Raising	840	0	840	140	0	140
Equipment hire and sale	141	0	141	401	0	401
Interest and dividends	77	0	77	3	0	3
<b>Total Receipts</b>	<b>26,630</b>	<b>1,814</b>	<b>28,444</b>	<b>33,182</b>	<b>1,390</b>	<b>34,572</b>
<u>Payments</u>						
Membership fees paid on	5,220	0	5,220	4,131	0	4,131
Equipment purchased	5,588	29	5,617	197	0	197
Equipment maintenance	0	0	0	140	0	140
Insurance	1,739	0	1,739	1,715	0	1,715
Fund raising costs	117	0	117	66	0	66
Charitable donations	103	0	103	568	0	568
Events and activities	5,607	1,455	7,062	3,803	502	4,305
Meeting costs	3,000	102	3,102	1,313	76	1,389
Badges and uniform	1,452	27	1,479	1,255	15	1,270
Administration expenses	88	15	103	97	20	117
Rates	251	0	251	128	0	128
Utilities	2,048	0	2,048	1,264	0	1,264
Hall & grounds maintenance	1,908	0	1,908	3,768	0	3,768
<b>Total payments</b>	<b>27,121</b>	<b>1,628</b>	<b>28,749</b>	<b>18,445</b>	<b>613</b>	<b>19,058</b>
Net Operating Income	-491	186	-305	14,737	777	15,514
Fund brought forward	54,025	8,027	62,052	39,288	7,250	46,538
<b>Cash Funds at 31 March</b>	<b>53,534</b>	<b>8,213</b>	<b>61,747</b>	<b>54,025</b>	<b>8,027</b>	<b>62,052</b>
<u>Represented by:</u>						
No.1 current account	12,434	0	12,434	12,169	0	12,169
Section/No. 2 Current accounts	352	8,174	8,526	1,185	8,019	9,204
Deposit account	40,731	0	40,731	40,654	0	40,654
Cash balances	17	39	56	17	8	25
	<b>53,534</b>	<b>8,213</b>	<b>61,747</b>	<b>54,025</b>	<b>8,027</b>	<b>62,052</b>

## Notes to the Financial Statements

### 1. Accounting Convention

The Financial Statement has been prepared under the historical cost convention and in accordance with the guidelines laid down in the 2017 SORP.

### 2. Income and Expenditure

The financial statements are prepared on a receipts and payments basis. All incoming resources and resources expended are included in the financial statements when funds are received or when payments are set up and approved for authorisation.

### 3. Land and Property

The land on which the Group's headquarters is built is held by the Scout Association Trust Corporation behalf of Bromley District Scout Council. The headquarters building is the Group's property but is not considered to have any value for the purpose of these accounts. Camping and other equipment is written off at the time of purchase.

### 4. Subscriptions

The Group collects subscriptions which include amounts passed on to national headquarters, Bromley District and Greater London South East County. In prior years, the amounts passed on were treated as agency income and are shown as deductions from subscriptions received. As recommended by The Scout Association these amounts are now shown as an expense and the prior year figures have been adjusted accordingly. Under the partnership agreement between the Unit and the Group, explorer scouts' subscriptions are passed directly to the Group, after deduction of a termly allowance of £10 per member. The Group pays membership fees for explorer scouts to the District and claims and retains Gift Aid tax relief on explorer subscriptions.

### 5. Taxation and Business Rates

The charity is exempt from tax on its charitable activities. The Group pays business rates on its premises but is entitled to 80% mandatory charity relief.

### 6. Fund Accounting

All the Group and the Unit funds are unrestricted.

## Approval

Approved by the Group Executive Committee and signed on its behalf by:

John Whitney  
Chair  
21<sup>st</sup> June 2023

Mark Hudson  
Group Scout Leader

## Independent examiner's report

I report on the financial statements of the 2<sup>nd</sup> Orpington Scout Group for the year ended 31 March 2023, which are set out on pages 6 and 7, in respect of an examination carried out in

accordance with the Policy, Organisation and Rules of the Scout Association and section 145 of the Charities Act 2011 (the Act).

### Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

I report in respect of my examination of the Group's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

### Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Group as required by section 130 of the Act; or
2. the accounts do not accord with those records.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Sarah L Wakefield  
28 Woodlands Road  
Orpington  
BR6 6EB

22<sup>nd</sup> June 2023