

Annual Report and Accounts 2021 - 2022



Scouts

**2nd Bognor (St. Mary's)
Sea Scouts**

Ben Hardcastle & Neil Haughey

Date of Publish: 20/01/2023

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Reference and Administration Details

Charity Name: 2nd Bognor (St Mary's) Sea Scout Group

Known As: 2nd Bognor Sea Scout Group

The Scout Association Registration Number: 10012021

Scout County / District: West Sussex / Bognor Regis & District

Principal Address:

St Mary's R C Primary School
Glamis Street
Bognor Regis
West Sussex
PO21 1DJ

Charity Trustees

<u>Trustee Name</u>	<u>Office (If Any)</u>	<u>Dates acted if not whole year</u>
Mark Wisby	Chairman	
Benjamin Hardcastle	Treasurer	
Neil Haughey	Secretary	
Elizabeth Bilham	Group Scout Leader	
Nathan Bilham	Scout Leader	
Harry Mason	Beaver Scout Leader	
Susan Shimell	Fundraising Chair	
Tom Weaver	Explorer Leader	
Katherine Bilham		
Rebecca Jones		28/01/2022 – Present
Elizabeth Burles		28/01/2022 – Present

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Structure, Governance and Management

Our Constitution

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.

Governance and 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.

The Committee consists of 3 independent representatives, Chair, Treasurer and Secretary together with the Group Scout Leaders, individual section leaders (if opted to take the responsibility) and parent's representation and meets every 3 months.

The 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

Risk and Internal Control Policy

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 policy to ensure that insurable risks are covered.

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:

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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 and other Scout Groups. 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 UK membership fees contributes to The Scout Association's national accident insurance policy. 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 14. 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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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

As Scouts we are guided by these values:

Integrity – We act with integrity; we are honest, trustworthy and loyal.

Respect – We have self-respect and respect for others.

Care – We support others and take care of the world in which we live.

Belief – We explore our faiths, beliefs and attitudes.

Co-operation – We make a positive difference; we co-operate with others and make friends.

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.

Public Benefit Statement

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

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Group Scout Leader's Report

As a group enters a new year we look to the goals for the coming year. With the launch of our website the group has bounced back from COVID and numbers are steadily rising through all the sections. At present all three sections sit in the mid-high 20's for numbers, with room for growth. Remember if anyone has a friend who would like to join, then please direct them to the website at www.2ndbognor.org.uk/join. In September we are proud to be launching the first ever Squirrel group in Bognor Regis and have 12 very eager 4-6 years old ready to start their scouting journeys. As ever we are always keen to hear from anyone who would like to volunteer with us, it doesn't have to be a weekly commitment as a leader; we also have some space on our committees too!

This year has seen multiple opportunities for the young people of the group. In February half term Beavers, Cubs and Scouts headed on a day trip to London, however ended up in different locations. The Beavers visited the Science Museum, where they got some hands-on experience in the activity labs. Meanwhile the Cubs explored the Natural History Museum and learnt about, dinosaurs, our planet, evolution and all things natural. Finally, the Scouts took a wrong turn and ended up in a horrible history lesson inside the London Dungeons; with jump scares the Scouts learnt about London's darkest secrets!!

In May the group participated in the annual Jamboree on the Trail (JOTT). Starting at St. Mary's Church in Madehurst, the Scouts Hiked cross-country picking up the Cubs at Amberley train station, and then the Beavers at Arundel Castle to end at the Spur Pub. The day gave the Scouts and Sue "Fun Mum" the opportunity to learn some map skills from our amazing Scout Leader Nathan.

In June we hired another coach from the amazing people at A&A travel and set off to Whipsnade Zoo. Along with a huge set of play equipment and a steam train, the group got to see animals they have only ever seen on a TV or a book.

In July the group joined the rest of the district scouts in the "Scouts Take Over Park Run". All three sections joined in the junior park run on Sunday 10th July. Well done to all that took part on the day.

A special mention should be given to the amazing opportunities the individual sections have offered such as Kayaking, Gliding, community events and all the amazing nights away experiences.



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At the start of term, we welcomed Jean Mitchell (AKA Baggy) to the 2nd Bognor team. With a wealth of knowledge and experience within scouting she is a great asset to 2nd Bognor Cubs. Over the summer we have been hard at work recruiting leaders we are super excited to introduce; Daniel Southgate as the new scout leader, Claire Mills as the Assistant Beaver Leader, Roxy Waller as the Assistant Beaver Leader, Conrad Waller as the Assistant Beaver Leader, Claire Bourner as the Squirrels Leader, Kara Ragless as the Section Assistant for Squirrels. We also have seen Ben Lewis take on a Section Assistant role in Cubs since turning 18 years old in August.



This year has been a real success in the progression of our leadership team. Jack Penfold not only received his 5-year service award, but also the Chief Scout Commendation for Good Service and his Queen Scout Award. We have also seen several of our young leaders achieve their Duke of Edinburgh as well as working towards their top awards. I look forward to seeing many of these young people achieving their King Scout Award in the upcoming year.

Thank you to all the leaders and young leaders at 2nd Bognor for the hard work and amazing opportunities you deliver to the young people of the group. Every single volunteer who spends time with the young people on a weekly basis; not because you are paid but because you care, are all heroes to me.

I would like to thank our hard-working executive committee who continue to support the group behind the scenes. We hope to see more volunteers join our fundraising committee and our Executive Committee over the next year. Once again if you would be interested, please come and speak to me about details.

Elizabeth Bilham
Group Scout Leader

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Group Chairman's Report

We have continued to grow over the past year which has been a very exciting and successful year for our Group! Amongst many other things we continued to transform and are moving ahead with our re-building of the boat house. With the healthy numbers we have a very active programme across all sections, with everyone getting out for some great adventures and fun!

We are now in a healthier financial position, being able to maintain and replace some of our own scouting equipment such as getting our own marquee whilst holding sufficient reserves. Although we have some way to go in order to raise the funds needed to complete the re-build of the boat house upon which we are seeking further support and fund raising as well as grants through local and nationally recognised associations.

With increasing numbers across sections, we can offer the friendship, fun and adventure of Scouting to more local young people which is fantastic! As you can see from the section reports from Beavers through to Explorers, they have achieved a great deal throughout the year with the number of awards (badges, certificates etc.) increasing again over the previous year.

We continue to see our Beavers move into Cubs, Cubs to Scouts and Scouts to Explorers which is a great credit to our Group Scout Leader, Assistant Group Scout Leaders, Leaders, Young Leaders, Volunteers, Parents and everyone that has supported us throughout the year and in the past. Without all of you this would not be possible - thank you.

However, with the group growing, we want to maintain that strong position which does mean we need more adults to volunteer their time to make a difference for your Group. We are looking for more adult volunteers (any age or background) to enable us to keep growing the group and provide Scouting in our community.

If we had more adult volunteers (this would allow us to continue to expand our exciting and varied programme across all sections). Particularly to help Sue with fundraising and to help the Beavers and the Squirrels to grow to! More adult support means we are able to offer a higher quality of Scouting not only for our current members but for future members to. I am looking forward to the next 12 months as we move forward with plans to strengthen our group's future.

Finally, I want to say thank you to the executive team for the support they have given to the Group over the last year. I feel that we are incredibly lucky to have such a great committed group of leader's helpers and the executive who work tirelessly in what has been a vastly different and challenging time.

Mark Wisby
Group Chairman

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Beaver Section Report

Beavers...where do we start!! This year has been amazing. We started the year running alongside the cubs which was quite the experience for the few beavers we had at the time, however they were not neglected, getting up to some truly amazing activities and events over these couple of months.

In the new year the Beavers had a new leadership team, and we were back in full swing meeting independently. Bear (Claire) and Otter not to mention our wonderful amazing and brilliant young leaders Fox, Mouse and Owl



Over the rest of the year, we had a fun filled action packed weekly adventure, exploring everything from our natural world and local wildlife; to putting our brains to the test with problem solving. Later in the term we went on two camps. One for one night in Chichester, which was many Beavers first night away from home. This was a successful camp with lots of traditional scouting fun, and Encanto (because everyone loves Encanto)!!

The 2nd camp was an even bigger success...two whole nights!! Many may think we were crazy, but the Beavers and the leaders had a great time with tonnes of activities from; caving, climbing, zipwires, laser tag and more. We were certainly exhausted

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after this one. Following the camp, we decided to open a 3rd lodge "Earth", joining "water" and "Fire". As we sourced past 20 Beavers from originally starting the term with just 10, our remarkable lodge leaders Chloe (water), Jamie (Fire) and Logan (earth) Definitely had a job to do welcoming all the new Beavers. Helping with investitures they have all earned their lodge leader stripes!!

Alongside all the activities and camps, we have done this year, we have had a couple of Beavers achieve a new award known as the Youth Shape Award. Both Chloe and Jamie achieved this having done several remarkable youth-shaped and youth led activities. We have several Beavers well on their way to achieving both their Youth Shaped Award, and their Chief Scout's Bronze Award: with one on the horizon for the end of this month.

I'd like to say a big thank you to the team, we couldn't do it without working together. A big thank you to all the parents for helping when possible; but most of all we'd like to say thank you to all the Beavers who make my Thursdays a day to look forward to every week, and as we grow as a section I can't wait to see more of their development and Beaver charm.

The Beaver Leadership Team

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Cub Section Report



After the official first term back without Covid restrictions we hit the ground running with the can-do attitude of our amazing Cub Scouts. The Autumn term saw us head-to-head with laser tag at Out of Bounds, a walk where a flip of a coin changes your direction, and a night with a movie, popcorn and Onesies! We managed to get a large part of the Skills Challenge done with our famous “Cub-o-nomics” night, which sees the Cubs learning to; Iron a scarf, make a felt poppy, decorate a biscuit, make a cup of tea, and of course peel a vegetable!! The Cubs used the full power of their imagination by; creating monsters out of Recyclable items, dabbling in the arts of light painting and learning how to cook! The term ended with an exciting group event that saw the Cubs take to the ice at Ice Skating on the prom, joined by the fabulous Beavers and Scouts.

The Spring, a time of fresh beginnings...This term saw the Cubs learning about different countries and cultures through a wide range of activities; especially ones with food (Cubs love to eat)! We wrote our wishes down on Chinese Lanterns for Chinese New Year, made sombreros and ate Nachos for Mexico, and enjoyed the 1st day of lent with lots of pancakes!! A trip to the Trundle in January was needed to get the best advantage in the dark for wide games, and in April we took a trip to the local cinema to watch “The Bad Guys”. We ended the term on a high with an Easter Egg hunt and crazy maze games in the secret local maze at Siddlesham (Ssh... it’s a secret)

Summer Term is all about the great outdoors and the weather to match... The first week saw us making eco-plant pots with bulbs for the Cubs to take home and watch grow; a great way to get those hands muddy! With the weather on our side, we spent most of the term outside with; Hikes around Southbourne Lake and South Harting, Crabbing at Littlehampton Boating Lake, Geocaching around Bognor, big field games with the scouts and of course a water fight! The Cubs enjoyed a visit to the RNLI-Selsey, where they got to learn about the important work the RNLI do how amazing all the volunteers are. The end of term was a special surprise... A joint session for Beavers, Cubs and Scouts saw the group enjoy a selection of large bouncing inflatables on the field, including a BBQ (Thanks to Team BBQ).

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The Cubs enjoyed an array of opportunities throughout the year through our many group day trips and events (You can hear all about these in the Group Scout Leader Report) Alongside these the Cubs experienced a nights away opportunity. In May our amazing leader Jack planned and ran a camp based around the Olympics, the “Going for Gold Sleepover”. This camp saw the Cubs be placed into teams based on popular countries and given the opportunity to design and make their very own team t-shirts!! Competing for medals the Cubs got active, played games, cooked dinner and even managed to play a game of Crazy Golf at Bunn Leisure (of course we had to stop for Ice cream).



With 108 Badges awarded in the last financial year our Cubs are well on their way to achieving their Silver Awards. We hope to see many of the Cubs achieving the top awards in the near future.

I would like to take this time to Thank my team of awesome leaders; Jack Penfold, Ben Lewis and Jean Mitchell; as well as my amazing Young Leaders Holly and Nilufar, for producing another year of fantastic opportunities to the young people. Without these amazing volunteers there would be no 2nd Bognor Cubs, the time and commitment made by these individuals should be celebrated.

Celebrating volunteers is important, but so too is celebrating the young people that attend Cubs. Thank you to every Cub Scout in the group who show us how awesome they all are. We love watching them grow and helping them on their journey through life (even if they do love calling me old...)

Finally thank you to the parents and carers of the Cub Scouts who support us in our roles. We appreciate any time you can offer us to help produce the amazing opportunities we have to offer.

Elizabeth Bilham – Cub Scout Leader

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Scout Section Report

At the start of autumn, the Scouts began their new term with activity-filled evenings, from nights such as Chaos Night in a pitch-black hall to building forts out of any materials that they could find within the hall, which ended in an all-out war between A&P and 2nd Bognor to determine the best scout troop in Bognor. As well as these exhilarating evenings, the Scouts were also given a masterclass in how to survive expeditions given by Bognor's own Bear Grylls, Nathan Bilham.



This was followed by a hike to put these life skills into action and show that they are ready for even bigger things, such as DofE. In October, the Scouts went canoeing in Chichester to enhance their skills on the water. To finish off the term, the Scouts went ice skating on the prom to get into the Christmas spirit.

After enjoying their Christmas holidays, the Scouts came back to learn about different countries and cultures, such as Australia, and learning about different Korean activities through a Squid Game themed evening, which involved origami. Following on from this, in March, the Scouts attended a camp organised by me (Charlotte) where they learnt about even more faiths, such as India where they tried out their different cuisines. By doing this they took one step closer to achieving their World Faiths activity badge. On this camp, they would also learn of my passion for running by doing the Park Run in Hotham Park. To conclude the term, the Scouts enjoyed a trip outside of the hall to Chi Gate, where they went bowling at TenPin. After working up a sweat, they soon recovered by having a McDonalds to give them their energies back.

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Little did the Scouts know that their summer term would be the most eventful out of the lot of them. Some of the big events that happened included visiting Whipsnade Zoo, going gliding with Bognor Regis Gliding Club, and taking part in various water sports to cool them down from the sweltering heat. As well as enjoying themselves, the scouts also helped the environment of Bognor by cleaning up the beaches and making the prom look lovely to walk along.

The summer term was topped off with a beautiful week trip to Kent where the Scouts were a part of the Kent International Jamboree (KIJ). During their visit, the Scouts encountered many Scouts from different countries, such as Czech Republic, Spain and Luxembourg. The Scouts also explored different parts of Kent, including Dover Castle and raiding the town centre of Canterbury. Even in the dreadful heatwave, nothing was able to stop the Scouts from being as enthusiastic and energetic as they usually are.

After having 2 scouts receive their Chief Scouts Gold awards for their resilience and determination over this year, it would be even better to see more Scouts achieve this milestone. As well as COVID slowing down this process, it has impacted the number of scouts in the group, and so another aim for 2nd Bognor is to see an increase in number of Scouts who can achieve their top awards, much like we have.



Billy Green and Charlotte Tennant – Young Leaders

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Financial Review

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 £5,000.

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. The Group has therefore 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.

Trustee's Declaration

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

Signed on behalf of the charity's trustees on 17/01/2023.

M. Wisby

Mark Wisby
Group Chair

N. Haughey

Neil Haughey
Group Secretary

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Receipts and Payments Accounts

Receipts

Receipts - 1 September 2021 to 31 August 2022

	£ 2021/22			£ 2020/21
	Unrestricted Funds	Restricted Funds	Total Funds	Total Funds
Membership Fees				
Beavers	1,280.00	-	1,280.00	210.00
Cubs	2,080.00	-	2,080.00	1,075.00
Scouts	2,420.00	-	2,420.00	980.00
Activities				
Events	4,530.00	-	4,530.00	(60.05)
Camps	1,674.00	-	1,674.00	-
Summer Camp	8,192.75	-	8,192.75	8,263.58
Donations	164.01	-	164.01	-
Fundraising	11.80	-	11.80	42.74
Gift Aid	-	-	-	1,395.85
Grants Received	1,412.77	-	1,412.77	21,347.00
Interest	2.55	-	2.55	5.05
Tsunami ESU Expenses	651.67	-	651.67	379.20
Uniform	1,672.00	-	1,672.00	1,389.00
Total Receipts	24,091.55	-	24,091.55	35,027.37

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Payments

Payments - 1 September 2021 to 31 August 2022

	£ 2020/21			£ 2019/20
	Unrestricted Funds	Restricted Funds	Total Funds	Total Funds
Section Activity Expenses				
Beavers	470.82	-	470.82	103.23
Cubs	1,142.81	-	1,142.81	690.51
Scouts	868.00	-	868.00	618.43
Badges	556.49	-	556.49	183.57
Membership Fees	1,920.00	-	1,920.00	1,813.00
Activities				
Events	4,306.50	-	4,306.50	58.76
Camps	1,784.51	-	1,784.51	-
Summer Camp	10,573.09	-	10,573.09	9,469.04
A&P Expenses	64.73	-	64.73	-
COVID-19	-	-	-	258.11
Donations	114.11	-	114.11	30.00
Equipment	4,090.98	750.00	4,840.98	4,397.73
GoCardless	139.08	-	139.08	38.09
Insurance	-	-	-	143.36
Maintenance	125.60	-	125.60	102.92
Trustee Expenses	30.95	-	30.95	73.49
Tsunami Expenses	779.70	-	779.70	371.60
Uniform	2,108.12	-	2,108.12	2,008.91
Website	132.00	-	132.00	153.00
Total Payments	29,207.49	750.00	29,957.49	20,513.75
Surplus/(Deficit)	(5,115.94)	(750.00)	(5,865.94)	14,513.62
Transfers between funds	296.00	(296.00)	-	-
Balance Bought Forward	21,229.60	2,300.00	23,529.60	9,015.98
Balance Forward	16,409.66	1,254.00	17,663.66	23,529.60

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Bank Reconciliation

Date	Info	Receipt	Payment	Balance
01/09/2021	Balance - Current Account	£ 1,739.51		£ 1,739.51
01/09/2021	Balance - Deposit Accounts	£ 21,790.09		£ 21,790.09
01/09/2021	Balance Carried Forward			£ 23,529.60
	Receipts	£ 24,091.55		
	Payments		£ (29,957.49)	
31/08/2022	Balance Forward			£ 17,663.66
31/08/2022	Balance - Current Account	£ 2,621.02		£ 2,621.02
31/08/2022	Balance - Deposit Accounts	£ 15,042.64		£ 15,042.64
31/08/2022	Total at Bank			£ 17,663.66
31/08/2022	Total Reserved Funds			£ 1,254.00
31/08/2022	Total Designated Funds			£ 11,093.56
31/08/2022	Total General Funds			£ 5,316.10
	Target Reserves			£ 5,000.00

Approval by Trustees

The above Receipts and Payments Accounts and Statement of Assets and Liabilities were approved by the Trustees on 20/01/2023 and signed on their behalf by:

M. Wisby

Mark Wisby
Group Chair

B. Hardcastle

Ben Hardcastle
Group Treasurer

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Scrutineer's Report

I report on the accounts of the Group for the year ended 31/8/2022

Respective responsibilities of Trustees and Scrutineer

As the Group's trustees you are responsible for the preparation of the accounts; you consider that neither the audit nor independent examination requirements of the Charities Act 2011 apply. It is my responsibility without carrying out an audit or independent examination to scrutinise the accounts and to report to you.

Basis of Scrutineer's Statement

In accordance with the directions given in the Group's constitution, I have scrutinised the records and the accounts set out on pages 15 to 17 of the annual report and set out in the Annual Accounts 2021 – 2022 supplement.

Scrutineer's Statement

In my opinion the accounts are in accordance with the records produced to me and comply with the constitution.

David Bloomfield (Scout membership number: 00036929)