



**The Group Council of the
7th Braid Edinburgh
(George Heriot's School)
Scout Group**

**TRUSTEES'
ANNUAL
REPORT
2016**

Section A: Reference and Administration Details

Charity name: 7th Braid Edinburgh (George Heriot's School) Scout Group

The Scout Association registration number: 03573

Registered charity number: SC036159

Charity's principal address:

George Heriot's School
Lauriston Place
EDINBURGH
EH9 3EQ

www.7braid.btck.co.uk

Find all the Group's news, programme calendar, photos, documents etc. on our website. Prospective members can also register for a place on their birthday by completing the enquiry form.

Names of the charity trustees who managed the charity in the year to 31st March 2016**Group Administrators:**

Group Chair	Kate Robertson*
Group Secretary	Tony Leatherbarrow*
Group Treasurer	Ron McLeod*

Group Scout Team:

Group Scout Leader	<i>Vacant</i> *
Beaver Scout Leader	Hannah Drummond*
Assistant Beaver Scout Leader	Emma Chisholm
Assistant Beaver Scout Leader	Sophie Clarke (to June 2015)
Assistant Beaver Scout Leader	Gemma Wardrop (to June 2015)
Cub Scout Leader	Robert Anderson*
Assistant Cub Scout Leader	Emma Chisholm
Assistant Cub Scout Leader	John Dobson (to December 2015)
Assistant Cub Scout Leader	Hannah Drummond
Assistant Cub Scout Leader	Louise Slater
Assistant Cub Scout Leader	Jean Lugton
Assistant Cub Scout Leader	Margherita Riso (to June 2015)

Sponsoring Authority

Principal – George Heriot’s School	Cameron Wyllie
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Group Executive Committee:

**Denotes Ex officio Member of Group Executive Committee*

Elected Members:	Beaver and Cub Parent	Anne Ajilogba
	Beaver Scout Parent	Fiona Smith
Nominated Members:	Cub Scout Parent	Richie Adams
	Nominee of the Sponsoring Authority	Sue Galloway ¹ (to December 2015) Malcolm Hawkins ¹ (from January 2016)
Co-opted Members:	-	-
Right of Attendance:	District Commissioner	David Colley
	District Chairman	Steve Gamble

¹ Non-voting Member

Independent Examiner (for 2016)

Christopher Fenton, CA

EDINBURGH

Bankers

Bank of Scotland
Edinburgh Dalry Road Branch
PO Box 17235
EDINBURGH
EH11 1YH

Section B: Structure, governance and management

Type of 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.

How the charity is constituted:

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

Trustee selection methods (e.g. appointed by, elected by):

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

The Group is managed by the Group Executive Committee, the members of which are the 'Charity Trustees' of the Scout Group which is a registered 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 Office of the Scottish Charity Register (OSCR) as appropriate.

Policies and procedures adopted for:

- a) the induction and training of trustees;
- b) trustee consideration of major risks and the systems and procedures to manage them.

The Committee consists of 3 independent representatives, Chair, Treasurer and Secretary together with the Group Scout Leader (*post currently vacant*), individual Section Leaders, parents' representation (members elected by the council), nominees of the Group Scout Leader, the nominee of the sponsoring authority and co-opted members, and meets as and when necessary, but usually 4 times per year. Ex-officio, nominated and elected members receive induction training as required by The Scout Association.

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.

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. The Group would request the use of alternative accommodation from the sponsoring authority (George Heriot's School).

Damage to equipment. The Group maintains and repairs equipment on an as required basis. In the event this could not be done, the Group would request the use of equipment from neighbouring Scout Groups. Similar reciprocal arrangements exist with these organisations. The Group has sufficient 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 Associations 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. The group does hold a reserve to ensure the continuity of activities should there be a major reduction in income. The Committee could raise the value of subscriptions to increase the income to the group on an on-going basis, either temporarily or permanently.

Reduction or loss of leaders. The group is totally reliant upon volunteers to run and administer 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 would be necessary.

Reduction or loss of members. The Group provides activities for all young people aged 6 to 11. 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 would result.

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.

Section C: Objectives and activities

The objectives of the group are as a unit of the Scout Association.

The aim of the Association is to promote the development of young people in achieving their full physical, intellectual, social and spiritual potential, 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. The group is run entirely by volunteers who make a commitment to do the training provided by the Scout Association.

The main activities in relation to these objects are detailed in Section D.



[@7BraidScout](https://twitter.com/7BraidScout)

For news and updates follow the Group on
Twitter. Find us at 7th Braid Scout



Group Chair's Report

Kate Robertson

It is my pleasure again to report another successful and active year of the Group. Our finances are sound, membership is good and a fantastic programme of activities have been offered.

The children have had so many opportunities for fun and action, badges, outdoor experiences and the highlights as always the camps. This reporting year has seen the start of the Cubs 100th Anniversary and a 'Year of Adventure'. With camps at PGL Dalguise for Cubs, at Fordell Firs for Beavers and another wonderful wintry weekend at Forest Lodge under their belts the children can look forward to even more adventure ahead with camps a-plenty.

None of this would be possible without the immense commitment, energy and enthusiasm of Robert and all the leaders. We give our thanks to them all without whom there would be no Cub Pack or Beaver Colony.

There continues to be keen interest for joining Beavers from the younger children and this provides a continued membership of the Cub Pack as they move on.

It is therefore frustrating that whilst the Group is in a healthy position from a financial and membership perspective I must report that it is sadly in a less favourable position for ongoing leaders. Our Beaver Leader Hannah and Assistant Leader Emma, as students, will complete their studies in June 2016 and they will then be leaving the group. We thank them tremendously for their commitment over the past few years and wish them the very best for the future. However, this leaves us in a difficult position for leader cover with just Louise and Jean supporting Robert across both the Colony and the Pack. The Committee have been working hard on potential sources of new leaders: asking for District support; asking parents, family, friends colleagues and advertising positions on volunteering and university sites to name but a few. All to no avail so far. I can assure you there is not a constant supply of leaders out there, they do not grow on trees. An emergency action of a Parent rota is now required to be put in place and this will be explained at the AGM. The Parent rota is only a temporary measure though and quite simply if we are not able to get more permanent leaders in place we may be faced with closure of the Colony or the Pack which would be a travesty and no one wants that to happen so we should all commit to trying all avenues to seek out new leaders. Lack of leaders is common across other groups in the District and no doubt across the Scout Movement. We encourage the District and Region to consider how to attract new leaders and we would support joining up on approaches such as Fresher's fairs at Universities.

In a similar vein, it is also disappointing still that the position of Group Scout Leader remains vacant again this year, with little apparent support from the District to fill the position. The Committee will continue to support Robert in his efforts to pursue this with the District this coming year.

I would like to thank all members of the Group Executive Committee for their hard work and continued commitment. All members are standing again but anyone interested in being a member of the Committee please speak up at the AGM.

Our thanks to George Heriot's School as our sponsoring authority for continuing support and use of so many facilities. Robert and I welcomed meeting Cameron Wyllie and Lesley Franklin to sign our sponsorship agreement following Cameron Wyllie becoming Principal. We said farewell to Sue Galloway who stepped down as the school's representative on the Committee on leaving Heriot's. Malcolm Hawkins joined as our new representative. He has been a great addition to the Committee and we thank him for all his contribution this year too.

Finally, thank you too to the many parent volunteers for your time whether it be helping out on camps, to cover Leaders at the meetings or supporting events such as the Christmas Fair. Our baking stall was an abundance of home baked delicacies and willing volunteers! This is our only fundraiser of the year so we look forward to more great contributions this coming Christmas.

Thank you all, and your children, for a successful and eventful year for the 7th Braid Group again and we look forward to an exciting year ahead.



Group Scout Leader's Report

Robert Anderson

In the absence of a Group Scout Leader, I am providing this report, which looks at the Group's activities over the year, the leader situation, and the work of the Group with future considerations.

This year has been another successful year for the Group. The Colony continues to steadily recruit new members, including girls and feed members into the Pack at the appropriate time.

On the adult side, we have been well supported by a good number of adults, both on the uniform side managing the programme of activities and on the non-uniform side managing the administrative functions that allows the Group to operate. The future leadership capacity is a problem. The majority of our leaders are students and it is highly likely they will move on when they graduate in the summer of 2016. In what is now beginning a historical statement in this report, It is frustrating to report that again, for another year, the position of Group Scout Leader, an appointment made by the Scout District, remains vacant. The importance of this appointment is such that the Association regards this as a priority appointment. Whilst our GSL appointment remains vacant it has a detrimental effect on the Group in terms of our management capacities and our strategic direction and development.

We had a number of leaders join and leave the Group during the year. Some only gave a short period of time, but we thank them all for their time and service. As mentioned, the Group leadership faces a challenging period and the Committee continues to work to address this concern of recruiting and retaining sufficient leaders. However, there are no easy solutions.

The group is also supported by Parents, by those who serve on the Group Executive Committee and by those who support the sections programme by ensure adequate ratios are maintained; support the committee through produce and or time at the Group's stall at the School's PA Christmas fare; provide support at residential weekends by driving minibuses or providing catering. Their support is particularly appreciated by all and simply put, without it we could not offer the programmes we do.

We are also grateful to the School and the Governors for their permission to use the school facilities in support of our programme. The Group has continued to benefit from the use of School resources such as the Gym Hall, GP Room, Forest Lodge, Goldenacre, the school minibuses, trailers, the ICT suite and the use of various other rooms for meetings and other events.

Looking ahead, the coming year will see the continuation of the Cub section Centenary year, known as Cubs100 and the associated national programme initiative. The Beaver section 30th Birthday celebration also continue during 2016.



This section of the report covers the work done by the Beaver Colony.

This year has seen the Beaver section turn 30 and our colony enjoy a varied and balanced program of both indoor and outdoor activities, including a night's away. It is important to recognise the contributions which make this experience possible for the children. I wish to thank Emma and Louise who have all acted as Assistant Beaver Scout Leaders throughout the year, assisting me with planning and delivering the weekly meetings.

The welcoming of any new member into the Colony is always a highlight of the year and we are excited to welcome many new additions into the first stage of Scouting, including more girls to the group. These investiture ceremonies are always special events for those involved. It has been a pleasure to help the new Beavers to achieve their first sets of badges. Many thanks to the parents for their involvement in the ceremonies throughout the year and for enrolling their children in Beavers.

During May 2015 most of the Beavers attended our first beaver camp at the National Activity Centre at Fordell firs in Fife. We held a joint camp with 23rd Fife 1st Leven Colony, during which 6 Beavers slept in tents 'under canvas' and 7 experienced many adventurous activities over the weekend including grass sledging and going down a waterslide, in their pyjamas. Those who attended the camp received their Outdoor Challenge, Camp Craft, Adventure Activity and Nights Away Stage One badges.

We also started implementing the new updated program. This saw us take ideas from the beavers themselves to produce a fun and interesting program for the young people. We completed the space activity badge and started the new teamwork, skills and outdoors challenge badges, which many of the colony will be completing in the near future.

After the Christmas break the Beavers worked hard in the school's ICT Suite to successfully complete their IT and Digital Citizen badges producing some great work and demonstrating a promising technological skillset.

Further to the work undertaken within the badge challenges we were able to plan evenings which allowed the youngsters to celebrate the beaver section's birthday with activities such as cake decorating and sausage sizzles, which I hope all enjoyed.

Membership of the Colony remained constant over the year. We returned a census figure, taken in January, of 7. Membership at the end of the reporting year (March) was 9. The maximum allowable size of the Colony is 24. While this still leaves room for growth, with the long term leadership unclear, this is a comfortable number. Although I have been the Beaver Scout Leader over the past year I will be passing on the role to Louise as I am no longer in Edinburgh and have commitments to another group. This means that Louise will be reliant on volunteers on a parent rota in order to have enough adults to run meetings and activities outside the hall, unless replacement leaders can be found.

Finally we would like to express our gratitude as a team to Robert for his continual support and guidance. We would also like to say a thank you to the parents for consistently supporting their children in Beavers. We greatly appreciate the fantastic support network of the group executive committee, for their guidance and understanding, and finally our thanks to the school for the use of their facilities.

This section of the report covers the work done by the Cub Pack.

This session has seen another full and active year of events and activities enjoyed by Cubs in the Pack.

The highlights, as always, are the camps and pack holidays. In November we headed north for a return visit to PGL's Centre at Dalguise for a weekend of adventurous activity and fun. January saw us returned to the School Cottage at Forest Lodge for a cold but enjoyable weekend. Cubs gained their Creative Challenge, Pioneer, Navigator and Nights Away Badges. The Saturday afternoon saw the Cubs visit Auchingarrich Wildlife Centre, near Comrie.

November took us to the King's Theatre to see the Edinburgh Scout and Guide Gang Show with the Beavers.

In December we went to the Cinema at Fountain Park and the Cubs were also active in the school community, running their games stall with the Beavers at the Parents Association Christmas fair.

Of course, the normal programme continued as well and we worked through the requirements of several badges and challenges.

- The Fitness Challenge
- Astronomers badge.
- June 2015 saw us return to Goldenacre for the Athletics and Athletics Plus badges.
- and in March this year, the Digital Citizen stages 1 and 2 badges.

There was a special sleepover in January for two of our Cubs who joined a small contingent to travel to London Zoo for a sleepover as part of The Scout Association's media launch event for Cubs100, the sections centenary year.

Looking ahead, into the next reporting period, 2016 promises to be an exciting period as we celebrate Cubs100 with Adventure Camps at Bonaly (District), Fordell Firs and Lochgoilhead (both National), and Promise Parties in December 2016.

Membership of the Pack remained constant for the year. For the annual census, we returned a membership of 14 and the end of the reporting period a membership of 17. The maximum allowable size of the pack is 36, however the membership number we have is comfortable given the future leadership uncertainty.

Finally, I would like to record my thanks and appreciation to all the ACSL's for their support, understanding and tolerance over the last year. Also to the Group Executive Committee and you, the parents, for your continued interest and support that is so willingly given. That support is invaluable as much of the programme could not be done without it.

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 6 months running costs, circa £1500

Investment Policy:

The Group does not have sufficient funds to invest in longer term investments. The Group has therefore adopted a risk averse strategy to the investment of its funds. All funds are held in cash using only mainstream banks or building societies.

www.flickr.com/photos/heriotscubs/

Find us on Flickr for the Group's photos.
Register and send us a friends request to view all
the photographs of camps and activities.

7th Braid Edinburgh (George Heriot's School) Scout Group

Receipts and Payments Account

For the year from	1st April 2015	to	31st March 2016
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Receipts and payments

	2015 / 16 Unrestricted funds £	2014 / 15 Unrestricted funds £
Receipts		
Donations, legacies and similar income		
Membership subscriptions (incl rebate on early subs)	1,950.00	2941.00
Less: Membership subscriptions paid onto District	- 735.00	-1305.00
Net membership subscriptions retained	1,215.00	1,636.00
Donations		
Gift Aid	0.00	0.00
Other similar income (Camp fees)	1,590.00	445.00
Other similar income (Excursions and Outings)	526.00	355.00
Other similar income (Refunded) (inc Scout assoc refund £130)		0.00
Sub total	3,331.00	2,436.00
Fundraising (gross)		
PA Christmas Fair	496.00	360.00
Other fundraising activities		
Other fundraising activities		
Sub total	496.00	360.00
Investment income		
Bank interest		
Building Society interest		
The Scout Association Short Term Investment Service		
Property Rent income		
Other investment income		
Sub total	-	-
	Restricted funds £	Restricted funds £
Receipts		
Grants		
Big Lottery Fund Grant		2,000.00
Sub total	-	2,000.00
Asset and investment sales, etc.		
Total receipts	3,827.00	4,796.00

7th Braid Edinburgh (George Heriot's School) Scout Group

Receipts and Payments Account

For the year from	1st April 2015	to	31st March 2016
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Receipts and payments

	2015 / 16 Unrestricted funds £	2014 / 15 Unrestricted funds £
Payments		
Charitable Payments		
Youth programme and activities (Excursions, District events)	876.00	835.60
Adult support and training		
Materials (resources) and equipment	1,432.71	833.16
Printing, photocopying, stationary and stamps		9.13
Contribution to camp costs	1,596.73	461.85
Uniforms and badges	316.25	348.01
AGM and trustee expenses		88.45
Beaver kit		
Leader Resources		
Minibus		
Other costs detail (Gifts to Adult Leavers)	48.00	99.47
Other costs detail (Leader Training)		133.50
Other costs detail (Gifts to Adult Leavers)	60.80	
Sub total	4,330.49	2,809.17
Fundraising expenses		
PA Christmas Fair		50.00
Sub total	-	50.00
		£
Payments		
Grants		
Big Lottery Fund Grant	340.94	1,659.06
Sub total	340.94	1,659.06
Total Gross Expenditure	4,671.43	4,518.23
Asset and investment purchases, etc.		
Total payments	4,671.43	4,518.23
Net of receipts / (payments)	(844.43)	277.77
Actual Cash funds last year end	5900.23	5622.46
Cash funds this year end	5,055.80	5,900.23

Statement of assets and liabilities at the end of the year

	31st March 2016 Unrestricted funds £	31st March 2015 Unrestricted funds £
Cash funds		
Bank current account	4695.80	7,205.23
District Subs paid 10/05/2015		- 1,305.00
Pre-payment for camp in June 2016	360.00	
Cash/Floats		
Total cash funds	5,055.80	5,900.23
Other monetary assets		
Tax claim		
Debts due from the County/Area/District/Group		
Insurance claim		
Sub total	-	-
Investment assets		
Investment property - detail		
Quoted investments		
Other investments - detail		
Sub total	-	-
Non monetary assets for charity's own use		
Badge stock		
Shop stock		
Other stock		
Land and buildings		
Motor vehicles		
Scouting equipment, furniture etc		
Other		
Sub total	-	-
Liabilities		
Accounts not yet paid		
Expenses incurred but not invoiced		
Subscriptions not yet paid		
Loan - detail		
Other liabilities		
Sub total	-	-

Contingent liabilities and future obligations
None

Signature _____

Print Name _____

Original signed

Kate Robertson

Chair

Original signed

Ron McLeod

Treasurer

Independent examiner's report to the Trustees of the

7th Braid Edinburgh (George Heriot's School) Scout Group
SC 036159

I report on the accounts of the Group for the year end 31 March 2016, which comprise the Statement of Financial Activities and the Balance Sheet.

The report is made solely to the Group's trustees. My work has been undertaken so that I might state to them those matters I am required to state to them in an Independent Examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the Group and the Group's trustees for my examination work.

Respective responsibilities of trustees and examiner

The Group's trustees are responsible for the preparation of the accounts in accordance with the terms of the Charities and Trustee Investment (Scotland) 2005 Act and the Charities Accounts (Scotland) Regulations 2006. The Group's trustees consider that the audit requirement of Regulation 10(1) (d) of the Accounts Regulations does not apply. It is my responsibility to examine the accounts as required under section 44(1) (c) of the Act and to state whether particular matters have come to my attention.

Basis of independent examiner's statement

My examination is carried out in accordance with Regulation 11 of the Charities Accounts (Scotland) Regulations 2006. An examination includes a review of the accounting records kept by the Group and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeks explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and, consequently, I do not express an audit opinion on the accounts.

Independent examiner's statement

In the course of my examination, no matter has come to my attention:

1. which gives me reasonable cause to believe that in any material respect the requirements:
 - to keep accounting records in accordance with section 44(1) (a) of the 2005 Act and Regulation 4 of the 2006 Accounts Regulations, and
 - to prepare accounts which accord with the accounting records and comply with Regulation 9 of the 2006 Accounts Regulations

have not been met, or

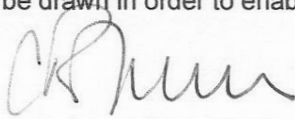
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed:

Name:

Relevant professional qualification

Address:



Christopher Fenton
CA

Date: 1st June 2016

Edinburgh

Section G: Declaration

The trustees declare that they have approved the trustees' report above and it was adopted by the Group Council at their Annual General Meeting on Friday 23rd September 2016.

Signed on their behalf by the charity's trustees

Signature

Original signed

Print Name

Kate Robertson

Chair

Original signed

Tony Leatherbarrow

Secretary



Our calendar of programme and events is available through Google calendars. You can also subscribe to the calendar – then it is updated within your own calendar application.



Annual Report of the Group Council for the
7th Braid Edinburgh (George Heriot's School) Scout Group
Registered Scottish Charity No: SC036159