

**The 1<sup>st</sup> Broomfield Scout Group annual report and  
accounts for the financial year ended 31st  
December 2020**



**AGM  
15<sup>th</sup> June 2021  
Via Zoom  
7pm**

**#SkillsForLife**

**Scouts**   
**1st Broomfield**

# CONTENTS

	Page(s)
Volunteering	3
Minutes of the 2019 AGM	4
Annual Review of Activities	5
Financial review	6-8
Our Vision for 2025	9-10
Contacts	10

1st Broomfield Scout Group

Registered Charity no. 1016433

# Volunteer Today

Whether you can spare an hour a month or a day a year, we have hundreds of opportunities both behind the scenes and directly supporting young people. With full support and award-winning training, you can volunteer on a flexible basis. Not only is it incredibly rewarding and great fun, you'll learn some brilliant skills transferable to the workplace too.

We welcome volunteers from every community and background. You don't need to have been a Scout. You just need to believe in a more positive future and the difference we can make together.

## Ways to help: -

- Volunteer Manager (Group Scout Leader)
- Exec Committee Member (Management of the Group and its buildings and fundraising)
- Skills instructor
- Section Leader, Assistant Section Leader or Sectional Assistant
- Activity Helper (e.g. on camps and walks)
- IT / Digital / Social Media
- Building & stores repair / maintenance

**If you or anyone you know, would like to help in any\_way including joining the Exec. Committee, please contact Malcolm Taylor**

[walkingmac49@gmail.com](mailto:walkingmac49@gmail.com)

# AGM Minutes

## 1st Broomfield Scout Group AGM Minutes 25th Sept 2020

The AGM was held via Zoom due to COVID restrictions on numbers of people able to meet face to face. Malcolm Taylor, Chair, welcomed those attending and welcomed one of our new District Commissioners, Suzanne Ball. Malcolm requested that only if there was dissent to any points raised that they were communicated, otherwise everything would be accepted as agreed.

There were apologies of absence from Sarah Matthews who is project managing our new building.

The minutes of the last AGM on the 21st March 2019 were accepted.

John Wallis, Treasurer, talked us through the Annual Report and Accounts for the last year 2019/2020, we are in a positive financial position due to careful management and the finding of grants for the new building and the equipment wanted for it. These were accepted with no questions. Tara Watkins, Scout Leader, asked for formal thanks to be noted for John's careful financial work on the Jamboree and Disney refunds to parents and leaders owed from these cancelled events.

Ruth Reed, Acting Group Scout Leader, nominated Malcolm Taylor for a further year as Group Chairperson, this was accepted. Thanks to Malcolm for his work in sourcing several grants to assist with financing the new activity building.

Malcolm elected the Group Secretary, Monica McKie has volunteered for this role. Group Treasurer was elected as John Wallis, both of these roles were accepted. Thanks to both for this.

Roger Cole was duly approved as the GSL's nomination to the Exec committee. Which was accepted.

The election of members to the Group Exec Committee were from Cubs- Will Davis, Scouts- Sanjay Anderson and Kirstie Zanco. It was noted that there are currently no Beaver parents on the Exec and it would be beneficial to seek a parent to join. Linda MacInnes is our independent volunteer on the Exec.

Co-opted members to the Group Exec Committee are Nigel Wood and Ruth Reed, Ruth as Kraken ESU leader which partners with the Group.

Alun Powell was appointed as Independent Examiner for the next years accounts, this was accepted.

Suzanne Ball said thanks to all the leaders and Exec members for all they do for the Group and the youth of the village, she acknowledged that we are in unprecedented times and hopes that we will come out of this soon so we can resume the activities with the young people that they and we are missing at this time.

Malcolm thanked everyone for taking the time to join the zoom call and closed the AGM for the year.

To say that the past year has been “different” is somewhat of an understatement! Effectively since March 2020 the country has been in one lockdown or another and subject to a range of restrictions. These in turn have given rise to a range of limitations with regard to the way the sections have been able to undertake their usual face-to-face Scouting.

As a consequence of social distancing and limitations on the numbers of young people, and adults, that can meet within a specific area (primarily outside) some sections have been able to meet via Zoom/video-conferencing. This has presented its own challenges with leaders dropping off “goodie bags” containing the items need for a particular week’s activity. Despite this I am pleased to report that our membership has remained more or less the same.

At the beginning of 2020 we welcomed the Kraken Explorer Unit to our HQ – this now enables us to cater for the full ‘scouting range’ of 6 – 18 years. Whilst Kraken are a District unit, rather than a Broomfield one, close links have been established between the Group, Scout Troop and Explorer Unit. I mentioned last year that a new activities building was put up just before the first lockdown hit – to enable the construction to be cleared from the company’s books. As a consequence of the speed of erection we were unable to seek funding for the construction and it was paid for from Group Reserves. We were however able to acquire grant funding from a number of sources to cover the costs of the electrical installation and the construction of a bespoke traversing (climbing sideways!) wall. These have been completed and we look forward to including this new activity within those that we can offer to our young people.

Once “normality” returns it is our intention to welcome our grant funders to the formal opening of the building.

It is right that I should thank Tim & Sarah Matthews of TMA Chartered Surveyors for the assistance they have given us over the year, with regards to the project management of the new building.

Before the year commenced Ruth Reed had given notice that she wished to stand down from the role of Group Scout Leader (she had warned us two years ago), as a consequence of increasing work commitments. Ruth still intends to assist with other sections within the Group. We will miss Ruth’s support to everyone in whilst in the role and especially the assistance she was able to give us on the Group Executive. We have also had to say farewell to Paul Fisher, a Scout Section Assistant for over 12 years, who has had to leave us for family commitments. We wish him well for the future.

We are still looking for a Group Scout Leader ( a uniformed management role of scout volunteers) if you know of anyone who would like to help scouting in that role [who wants to try something new, make new friends, do something for the community and keep their bodies and brains active and happy] please feel free to contact me. There are many roles within the Group, and we are always looking for help, from helping the sections to just assisting when and where required (e.g., making tea, helping sort out the paper skip) again give me a call for a chat.

Finally, but by no means least I would like to thank my colleagues on the Group Executive; without them a lot of the outcomes over the past year would not have been possible.

Malcolm Taylor  
Group Chairman  
01245 440469 – [walkingmac49@gmail.com](mailto:walkingmac49@gmail.com)

# FINANCIAL REVIEW

2020 provided an unexpected surplus of £4,225 and a year-end total bank balance of £52,743

Significant expenditure was delayed due to Lockdown, and was therefore delayed and /or planned for 2021.:-

- a) £3,528 for heating/lighting and electricity for The Multi Activity building
- b) £546 for a 5-year electrical check of HQ
- c) £16,290 to cover the cost of the new climbing Wall

The total cost of The Multi Activity building (for 2020 and 2021 combined) is expected to be:

a.	Building/professional fees	£25,301
b.	Heat Light Power	£3,528
c.	Climbing Wall	£16,290
	Total	£45,119

We have received the following grants (either for the building itself or the Climbing Wall):

a.	Broomfield Parish Council	£2,000
b.	Tom Amos Charity	£5,000
c.	Leslie Sell Charitable Trust	£750
d.	Rank Foundation	£700
e.	Charles S French Charitable Trust	£2,000
f.	Essex Association of Local Councils	£5,000
g.	Essex Scouts County Grants Board	£3,404 (paid in 2021)
h.	Essex County Council Locality Fund	£1,000 (paid in 2021)
	Total	£19,854

The net cost to the Scout Group for The Multi Activity building and climbing wall is therefore just over £25,000 which is affordable without affecting our Reserves policy

Following Lockdown in March 2020 and receipt of the initial £10,000 Hospitality Grant from Chelmsford City Council, we took the decision to pause the charging of subs, until such time as normal activities returned.

Notwithstanding this, we had to pay Capitation at £32.50 per child and young leader, which covers insurance for all members of the Scout Association and other "head office/central" costs

The main activity of the year (regrettably) was issuing many refund payments for cancelled camps and trips, although I am thankful that we did not lose any deposits as a result of the camp cancellations.

My thanks also to Alun Powell for his continued support as our Independent Examiner

John Wallis  
Group Treasurer

# Receipts and Payments Account

For the year ended 31st December 2020

Receipts	Notes	2019	2020
Membership Subscriptions		£5,840	£634
District Subs		-£3,055	-£3,478
Net Subs	1	£2,785	-£2,844
Book Sales		£4,162	£5,406
Donations Received	2	£2,685	£1,710
Gift Aid		£1,007	£881
Local Authority / Other Grants	3	£0	£12,635
Building & Climbing Wall Grants	4	£0	£15,450
Waste Paper income & Recycling Credits		£7,220	£7,176
Fundraising		£930	£245
Interest Received		£234	£165
Property Rent Income	5	£560	£35
Activity income	6	£16,149	£3,137
Refunds Issued on Activities	7	£0	-£10,473
<b>Total Gross Income/Receipts</b>		<b>£35,732</b>	<b>£33,522</b>
<b>Payments</b>			
Activity Expenditure	6	-£21,150	-£6,665
Refunds Received on Activities	7	£0	£8,781
Adult Support & Training		-£140	-£180
Waste Disposal		-£359	-£379
Water & Sewerage		-£347	-£151
Electricity & Gas		-£559	-£494
OSM Bank Charges		-£375	-£271
Insurance	8	-£1,184	-£1,359
Repairs & Renewals		-£944	-£288
Materials & Equipment	9	-£1,968	-£1,071
Printing & Photocopying		-£7	-£61
Uniforms		-£510	-£290
AGM & Trustee Expenses		-£935	-£132
Cleaning		-£842	-£459
Donations Made		-£112	-£19
Badges		-£1,218	-£751
Fund Raising Expenses		-£42	-£56
<b>Total Gross Expenditure</b>		<b>£30,691</b>	<b>£3,845</b>
Asset and investment purchases	10	£0	-£25,301
<b>Total payments</b>		<b>£30,691</b>	<b>£29,146</b>
<b>Net Receipts/(Payments)</b>		<b>£5,041</b>	<b>£4,376</b>
Bank current account		£3,329	£4,341
Bank deposit accounts		£40,006	£48,553
Earmarked deposit accounts		£5,184	£0
<b>Total cash funds</b>		<b>£48,519</b>	<b>£52,895</b>
<b>Non-Cash Assets</b>			
Badge stock		£450	£450
Land and buildings		£364,000	£389,000
Scouting equipment etc. (depreciated at 5% p.a.)		£27,286	£26,939
<b>Sub total</b>		<b>£391,736</b>	<b>£416,389</b>
<b>Total Group Assets</b>		<b>£440,255</b>	<b>£469,284</b>

# NOTES TO THE FINANCIAL STATEMENTS

1. Subs - amount collected in 2020 represents outstanding (term) payments for the January to April for those parents that did not pay annually at Easter 2019. Following Lockdown in March 2020, no further Subs were charged during 2020 due to Lockdown and intermittent re-starts.
2. Donations Received – include £1000 from Barclays (matched fundraising) and £650 from Kelly Turkeys.
3. Local Authority Grants – Chelmsford City Council "COVID" hospitality grants paid in three amounts, based on the HQ's rateable value. Nb £200 of this amount was received from Essex County Scout Council to assist with the opening of a second Beaver Colony.
4. Building Grants - monies received from various organisations for The Multi Activity building and climbing wall
5. Property Rent Income again reflects Lockdown and no rent was charged to the Guides and Brownies – the shortfall being easily covered by the hospitality grant
6. Activity Income & Expenditure shows a large drop - simply due to Lockdown and cancellation of 80% of our events for the year.
7. Refunds Paid and Received on activities - these are mainly for the Scouts' planned Eurodisney trip and summer Jamboree, with a few smaller (local) activities. We did not incur any losses. The deposits that we had paid, were returned enabling us to pay monies back to parents. The surplus funds held (from fundraising and donations) have been transferred to the main Scout Troop Account to subsidise future events.
8. Insurance costs have risen due to inflation and the addition of The Multi Activity building.
9. Materials and Equipment Purchases include new chairs (£780) and new store room shelving / boxing £248.
10. This represents the cost of The Multi Activity building – construction and planning fees. Thanks to Sarah and Tim Matthews of TMA Associates who have donated much of their time and expertise on project management.

## Reserves Policy

It is the policy of the Group to hold one year's expenditure in reserve to cover loss of our two large income streams namely the Book Sale and Waste Paper recycling (approximately £15,000 in total p.a.). These form an exceptionally large part of our fund raising. This reserve policy is reviewed regularly by the Group Executive (Trustees) who are satisfied that sufficient reserves remain to carry on the daily running of the Group.

Following the completion of The Multi Activity building, further reserves will be retained to enable provision for a refurbished kitchen area and improved disabled access / improvements to WC facilities. Long term we will also need to build reserves for the rebuilding of the (pre-fab) concrete walls built in the 1970's which will not last for ever.

# What We Do

Scouting provides young people with opportunities to participate in programmes, events, activities and projects that contribute to their growth as active citizens. Through these initiatives, young people become agents of positive change who inspire others to take action." **We prepare young people with skills for life**"

## Our Vision for 2025

By 2025\* we will have prepared more young people with skills for life, supported by amazing leaders delivering an inspiring programme.

We will be growing, more inclusive, shaped by young people and making a bigger impact in our communities.

*\*Due to the impact of COVID-19, our Skills for Life strategy has been extended until 2025*

## Our goals

Our plan is to build on the success of the previous plan: to continue to grow, become more inclusive, to be shaped by young people and to make a bigger impact in our communities. We have set new goals for 2025. There are specific goals for Scotland.

### 1. Growth

As a movement, we have grown for the last 13 years. We want to continue that positive trend, bringing skills for life to more young people across the UK.

By 2025 we will have:

- 50,000 more young people aged 6-18 in Scouts
- 10,000 more frontline adult volunteers (Section Leaders and Assistant Section Leaders)
- 5,000 more Young Leaders

### 2. Inclusivity

Scouts is open to all. We now have over 102,000 girls and have started 834 sections in areas of deprivation since 2013. We believe it's a priority to reflect the diversity of the communities we are in.

By 2025:

- we will have started Scouts in 500 more areas of deprivation reaching young people who could benefit the most
- our adult volunteers will reflect the demographics of our society

### 3. Youth Shaped

Over the last four years, there has been a growing momentum to ensure young people are shaping their experiences and taking on leadership roles at Scouts. We want to continue to build on this.

By 2025:

- 250,000 young people will be shaping their experiences at Scouts
- 50% of young people will be achieving the top awards

### 4. Community Impact

Since the launch of our social action campaign, A Million Hands, in 2015, over 250,000 young people have had the opportunity to take part in high quality social action on four big issues of our time. The campaign won 'Cross-Sector Partnership of the Year' at the Charity Times Awards in 2016.

By 2025:

- at least 250,000 young people will be making a positive impact in their community each year
- 50% of young people will be achieving the top awards

### Achieving our goals

Our volunteer members are key to the success of this plan, so we have developed a series of actions that members can take to help achieve these goals.

For more information visit <https://www.scouts.org.uk/about-us/strategy/our-vision-for-2025/>



# 1st Broomfield Scout Group Receipts and Payments Account

For the year ended 31st December 2020

Receipts	2019	2020
	Unrestricted funds £	Unrestricted funds £
Membership Subscriptions	£5,840	£634
District Subs	-£3,055	-£3,478
Net Subs	£2,785	-£2,844
Book Sales	£4,162	£5,406
Donations Received	£2,685	£1,710
Gift Aid	£1,007	£881
Other Grant		£12,635
Building Grant	£0	£15,450
Waste Paper income & Recycling Credits	£7,220	£7,176
Fundraising	£930	£245
Interest Received	£234	£165
Property Rent Income	£560	£35
Activity income	£16,149	£3,137
Refunds Issued on Activities	£0	-£10,473
<b>Total Gross Income</b>	<b>35,732</b>	<b>33,522</b>
Asset and investment sales, etc.	£0	£0
<b>Total receipts</b>	<b>35,732</b>	<b>33,522</b>
<b>Payments</b>		
Major Building costs	£0	-£25,301
Activity Expenditure	-£21,150	-£6,665
Refunds Received on Activities	£0	£8,781
Adult Support & Training	-£140	-£180
Waste Disposal	-£359	-£379
Water & Sewerage	-£347	-£151
Electricity & Gas	-£559	-£494
OSM Bank Charges	-£375	-£271
Insurance	-£1,184	-£1,359
Repairs & Renewals	-£944	-£288
Materials & Equipment	-£1,968	-£1,071
Printing & Photocopying	-£7	-£61
Uniforms	-£510	-£290
AGM & Trustee Expenses	-£935	-£132
Cleaning	-£842	-£459
Donations Made	-£112	-£19
Badges	-£1,218	-£751
Fund Raising Expenses	-£42	-£56
<b>Total Gross Expenditure</b>	<b>30,691</b>	<b>29,146</b>
Asset and investment purchases	£0	£0
<b>Total payments</b>	<b>30,691</b>	<b>29,146</b>
<b>Net Receipts/(Payments)</b>	<b>£5,041</b>	<b>£4,376</b>
Cash funds last year end	£43,477	£48,519
<b>Cash funds this year end</b>	<b>48,519</b>	<b>52,895</b>

# 1st Broomfield Scout Group

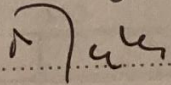
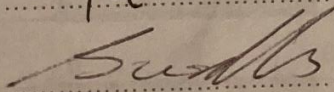
## Statement of assets and liabilities at the end of the year

	31/12/2019 Unrestricted funds £	31/12/2020 Unrestricted funds £
<b>Cash funds</b>		
Bank current account	£3,329	£4,341
Bank deposit accounts	£40,006	£48,553
Earmarked Funds	£5,184	£0
<b>Total cash funds</b>	<b>48,519</b>	<b>52,895</b>
<b>Non-Cash Assets</b>		
Badge stock	£450	£450
Land and buildings	£364,000	£389,000
Scouting equipment, furniture etc (depreciated at 5% p.a.)	£27,286	£26,939
Other		
<b>Sub total</b>	<b>391,736</b>	<b>416,389</b>
<b>Liabilities</b>		
Funds owing to Explorer Group	£0	£0
Other		
<b>Sub total</b>	<b>£0</b>	<b>£0</b>
<b>Total Group Assets</b>	<b>440,255</b>	<b>469,284</b>

The above receipts and payments account and statement of assets and liabilities were approved by the Trustees on

15/6/2021 ..... 2021

(the date of the Executive Committee meeting that approved the accounts) and signed on their behalf by

	Signature	Name
Chair.....		MALCOLM TAYLOR
Treasurer.....		JOHN WALLIS

## Independent examiner's report to the trustees of 1<sup>st</sup> Broomfield Scout Group Scout Council

I report to the trustees on my examination of the accounts of the 1<sup>st</sup> Broomfield Scout Group for the year ended 31<sup>st</sup> December 2020.

### Responsibilities and basis of report

As the charity trustees of the 1<sup>st</sup> Broomfield Scout Group you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the 1<sup>st</sup> Broomfield Scout Group accounts carried out under section 145 of the 2011 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.

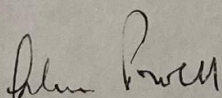
### Independent examiner's statement

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 1<sup>st</sup> Broomfield Scout 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.

Signed:



Name: Alun Powell

Relevant professional qualification or membership of professional bodies (if any): Economist

Address: 14 Butlers Close, Broomfield, Chelmsford CM1 7BE

Date: 27 April 2021