

Trustees' Annual Report

For the period

From (start date) to end date

Section A Reference and administration details

Charity name

Other names the charity is known by

Registered charity number (if any)

HQ registration number

Charity's principal address

 Postcode

Names of the charity trustees who manage the charity

	Trustee Name	Office (if any)	Dates acted if not
1	Paul Neal	Group Scout Leader	
2	Mark Wills	Chair	
3	Tamsin Wills	Treasurer	
4	Sarah Bell	Secretary	
5	Roger Rushton		
6			
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13			
14			
15			

Names and addresses of advisers (optional information but encouraged as best practice)

Type of advisor	Name	Address

Section B

Structure, governance and management

Description of the charity's trusts

Type of governing document

(e.g. trust deed, constitution)

The Group's governing documents are those of the 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

(e.g. trust, association, company)

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.

Additional governance issues (optional information but encouraged as best practice)

You may choose to include additional Policies and procedures adopted for:

a) the induction and training of trustees;

The Group is managed by the Group Executive Committee, the members of which are the 'Charity Trustees' of the Scout Group which is an educational charity. As charity trustees they are responsible for complying with legislation applicable to charities. This includes the registration, keeping proper accounts and making returns to the Charity Commission as appropriate.

The Committee consists of 3 independent representatives, Chair, Treasurer and Secretary together with the Group Scout Leaders, individual section leaders (if opted to take on the responsibility) and parent's representation and meets every 6 months.

Section B

Structure, governance and management (continued)

Risk and Internal Control

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 policies to ensure that insurable risks are covered.

Address	Name	Type of advisor

Section C	Objectives and activities
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Summary of the objects of the charity set out in its governing document

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.

Summary of the main activities in relation to these objects

The group runs 1 Beaver colony for 6-8 year olds, 2 Cub packs for 8-10 year olds and 1 Scout group for 10-14 year olds. Membership across these totalled 75 young people across the reporting period.

Usually sections meet once a week in school term times and deliver a programme of activities that are appropriately tailored to provide that age group with a balance of challenge, learning, physical activity and fun. However for much of this year face to face scouting was unable to take place due to the impacts of Covid. This included both government guidance that restricted our ability to conduct meetings as well as the impact of shielding and illness on our volunteers. The group rose to this challenge, with the support of Scouting UK, by delivering on-line section nights when face to face meeting was not possible, and meeting outside for socially distanced activities when guidance allowed.

Additional details of the objectives and activities (optional information but encouraged as best practice)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- contribution made by volunteers;
- policy on investments.

Public benefit statement

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

Section D Achievements and performance

Summary of the main achievements of the charity during the year

Despite the challenges of Covid the group remained active with the majority of members choosing to remain involved even though activities were often restricted to online only. We moved to a voluntary contributions model for subscriptions in acknowledgement of the reduced programme but income remained sufficient to cover costs.

The group used the downtime in use of the building to undertake some longstanding maintenance tasks including painting the main hall and reception areas and insulating the loft to reduce both costs and carbon footprint.

Section E Financial Review

Brief statement of the charity's policy on reserves

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 £3,500.

Quantify and explain any designations

The Group held reserves of approximately £55,000 against this at year end. This is above the level required for operating expenses. However this can be explained by reduced running costs during the financial year (due to Covid) and savings that have been accrued for planned investment in upgrading the Scout HQ over the coming years.

Details of any funds materially in deficit (circumstances plus steps to eliminate)

Not Applicable

Empty box for additional details of the objectives and activities (optional information but encouraged as best practice)

Further financial review details (optional information)

You **may choose** to include additional information, where relevant, about:

- the charity's principal sources of funds (including any fundraising);

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 or The Scout Association's Short Term Investment Service.

- how expenditure has supported the key objectives of the charity;

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.

- investment policy and objectives;

Section F Other Optional Information

Plans for future periods (details of any significant activities planned to achieve them)

Section G Declaration

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

Signed on behalf of the charity's trustees

Signature(s) *Mark Wills* *Tamsin Wills*

Full name(s) Mark Wills Tamsin Wills

Position (eg Secretary, Chair) Chair Treasurer

Date 1 1 / 2 2 1

Receipts and Payments Accounts 2020 - 2021

Reporting Category	Accounting Category
Membership	Subscriptions
	Programme
Other Activities	Camp
	Training
	Uniforms
	Gift Aid
Membership Total	
HQ Rental	Hall Hire
HQ Rental Total	
HQ	Maintenance & Servicing
	Utilities

HQ Annual Running Costs Total	
HQ Total	Repairs & Renewals
Fundraising & Grants	Fundraising & Grants
Fundraising & Grants Total	
Finance & Administration	Finance & Administration
Finance & Administration Total	
Grand Total 2020/2021	

Statements of assets end of year 2021

Cash funds	
Current Account RBS	
Scouts CDA Savings Fund	
Floats	
Total cash Funds	
Non monetary assets for charity's own use	
Land and Building (Estimated for insurance)	
Scouting Equipment (Estimated for insurance)	
Approval of Trustees	

The above Receipts and Payments statement were app	
Group Scout Leader	Mr Paul Neal
Chairman	Mr Mark Wills
Treasurer	Mrs Tamsin Wills

Reporting Subcategory	IN Receipt	OUT Payment
Beavers	278.00	
Panthers	837.50	
Cougars	211.00	
Scouts	596.50	
Scout Association Levy		3441.66
GoCardless Fees		7.98
Beavers		153.98
Panther Cubs		47.34
Cougar Cubs		7.80
Scouts		246.86
OSM Annual Programme Fees		330.40
Beavers - June 20 Refund	204.00	
Panther Cubs - June 20	242.75	
Stewart Medical		90.00
Neckers	7.00	
Apr 16 - Mar 17	2036.72	
Apr 17 - Mar 18	2092.26	
Apr 18 - Mar 19	2181.27	
Apr 19 - Mar 20		
	8687.00	4326.02
Brownies	96.00	
Rainbows	226.00	
OMG - Fitness	30.00	
	352.00	
Gas		235.84
Electric		164.56
Water		198.08
Insurance - Building & Contents		784.60
Rent & Rates		5.25

proved by:		
Signed		Dated
Signed		Dated
Signed		Dated

Total
278.00
837.50
211.00
596.50
-3441.66
-7.98
-153.98
-47.34
-7.80
-246.86
-330.40
204.00
242.75
0.00
-90.00
7.00
0.00
2036.72
2092.26
2181.27
4360.98
96.00
226.00
30.00
352.00
-235.84
-164.56
-198.08
-784.60
-5.25

-1388.33
-781.52
250.00
25334.70
25584.70
16.22
14.92
40.24
209.26
280.64
27989.95

40927.66
14000.00
564.61
55492.27
550000.00
10000.00
