



Trustees' Annual Report for the period

Period start date

Period end date

From **1 April 2021** to **31 March 2022**

Reference and administration details

Charity name

Other names charity is known by

Registered charity number (if any)

Charity's principal address

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Kathryn Elliott	Group Chair		
2	Alastair Ellison	Group Treasurer		
3	Matthew Morley	Group Scout Leader		
4	Robert Brookes	Cub Scout Leader		
5	Orla Morley	Beaver Scout Leader		
6	David Playfoot	Quartermaster	From 18/11/2021	
7				

Names and addresses of advisers (Optional information)

Type of advisor	Name	Address
Bankers	The Co-operative Bank plc	PO Box 250, Skelmersdale, WN8 6WT

Structure, governance and management

Description of the charity's trusts

Type of governing document	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	The Group is a trust established under its rules which are common to all Scouts.
Trustee selection methods	The Trustees are appointed in accordance with the Policy, Organisation and Rules of The Scout Association.

Additional governance issues (Optional information)

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

- Policies and procedures adopted for the induction and training of trustees.
- The charity's organisational structure and any wider network with which the charity works.
- Relationship with any related parties.
- Trustees' consideration of major risks and the system and procedures to manage them.

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 independent representatives, Chair and Treasurer together with the Group Scout Leader, individual section leaders, and friends' representation and meets periodically.

Members of the Executive 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 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.

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, property and equipment. The Group would request the use of buildings, property and equipment from neighbouring organisations such as the church, community centre 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 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 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 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. In the worst case scenario the complete closure of the Group.

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.

Objectives and activities

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

Sections have been following the Scouting training programme and have supported various District and County-led activities.

Additional details of objectives and activities (Optional information)

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

- Policy on grantmaking
- Policy programme related investment
- Contribution made by Volunteers

The Group has a Beaver Scout Colony (6-8 years old) and a Cub Scout Pack (8-10½ years). The total youth membership of the Group at the January 2022 census was 50.

All the adults involved are volunteers without whom the Group could not function.

Achievements and performance

Summary of the main achievements of the charity during the year

Both Beavers and Cubs returned to face-to-face meetings in April 2021, maintaining good numbers having kept meetings going on Zoom throughout Covid, with all activities outdoors from a bicycle maintenance evening, walks along the canal and a tour around Fair Oaks Airport.

As Covid increased in the autumn of 2021, returning District Camps were undecided. However, the Beavers one night Camp went ahead with success and Cubs enjoyed a one day 'Fun Day' of many activities, both seen as a needed return to normality.

The Group were able to apply for a subsequent Leisure and Hospitality Grant which has allowed the group to purchase new equipment and complete upgrading the facilities. The Group continues to review possible Grant applications and fundraising opportunities.

Both Beavers and Cubs have grown in size with a new Scouts section to be formed imminently, and whilst both have received support from young leaders and parents, more fully trained leaders are needed to bolster the capability of the group as it grows.

Financial review

Brief statement of the charity's policy on reserves

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.

The Group held reserves of £29,245.69 at year end.

Details of any funds materially in deficit

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).
- How expenditure has supported the key objectives of the charity.
- Investment policy and objectives including any ethical investment policy adopted.

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.

Other optional information

During the last year the toilet blocks have been upgraded as part of the ongoing renovation programme for the Scout Hut.

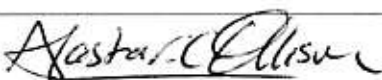

The priorities for the coming year are:

- To start a Scout Group, most importantly having more leaders to accommodate this growth.
- Increasing the stock of camping equipment.
- Addressing the Group's storage issues.
- The continued maintenance and renovation of the Scout Hut.

Declaration

The trustees declare that they have approved the above report.

Signed on behalf of the charity's trustees

Signatures		
Full Names	Alastair Ellison	Matthew Morley
Position	Group Treasurer	Group Scout Leader
Date	02.10.2022	02.10.2022

1st New Haw Scout Group (Charity no: 293330)

Receipts and payments account

For the year from	1st April 2021	To	31st March 2022
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Receipts and payments

	2021/22 Unrestricted funds £	2020/21 Unrestricted funds £
Receipts		
Donations, legacies and similar income		
Membership subscriptions	£ 7,200.00	£ 3,348.00
Donations	£ 29.50	£ 1,016.65
Legacies	£ -	£ -
Gift Aid	£ -	£ 851.02
Facility Fee from District	£ 360.00	£ 835.00
Uniform (payment for orders)	£ 1,286.80	
District shop rebate	£ 84.56	£ 138.23
Other similar income	£ 1,385.23	£ 5.99
Sub total	£ 10,346.09	£ 6,194.89
Grants		
Maintenence grant	£ -	£ -
Other grants	£ 14,294.50	£ 10,000.00
Sub total	£ 14,294.50	£ 10,000.00
Fundraising events (gross)		
New Haw Christmas Lights	£ 289.50	£ -
	£ -	£ -
	£ -	£ -
Other fundraising activities	£ -	£ -
Sub total	£ 289.50	£ -
Youth programme and activities		
General Group	£ -	£ -
Sections	£ 1,698.75	£ 221.00
Sub total	£ 1,698.75	£ 221.00
Investment income		
Bank interest	£ -	£ -
Building Society interest	£ -	£ -
The Scout Association Short Term Investment Service	£ -	£ -
Other investment income	£ -	£ -
Sub total	£ -	£ -
Total Gross Income	£ 26,628.84	£ 16,415.89
Asset and investment sales, etc.	£ -	£ -
Total receipts	£ 26,628.84	£ 16,415.89

1st New Haw Scout Group (Charity no: 293330)

Receipts and payments account

For the year from	1st April 2021	To	31st March 2022
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Receipts and payments

	2021/22 Unrestricted funds £	2020/21 Unrestricted funds £
Payments		
Charitable Payments		
Membership subscriptions paid on (National/County/Area/District)	£ 1,356.25	£ 1,267.00
Youth programme and activities	£ 2,161.59	£ 365.62
Adult support and training	£ -	£ -
Rent	£ 450.00	£ 450.00
Electricity, Gas & Water	£ 440.08	£ 289.44
Insurance	£ 1,067.21	£ 1,173.45
Repairs and Renewals	£ 3,063.71	£ 1,528.07
Materials and equipment	£ 451.57	£ 281.93
Printing and photocopying	£ -	£ -
Contribution to camp costs	£ -	£ -
Uniforms & Badges	£ 895.74	£ 989.10
AGM and trustee expenses	£ -	£ -
Administration	£ 17.63	£ 17.10
Payment Partner Fees	£ 22.15	£ -
Sub total	£ 9,925.93	£ 6,361.71
Fundraising expenses		
New Haw Christmas Lights	£ 97.47	£ -
Other fundraising costs	£ -	£ -
Sub total	£ 97.47	£ -
Total Gross Expenditure	£ 10,023.40	£ 6,361.71
Asset and investment purchases, etc.	£ -	£ -
Total payments	£ 10,023.40	£ 6,361.71
Net of receipts/(payments)	£ 16,605.44	£ 10,054.18
Cash funds last year end	£ 12,640.25	£ 2,586.07
Cash funds this year end	£ 29,245.69	£ 12,640.25

1st New Haw Scout Group (Charity no: 293330)

Receipts and payments account

For the year from	1st April 2021	To	31st March 2022
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Statement of assets and liabilities at the end of the year

	31st March 2022 Unrestricted funds £	31st March 2021 Unrestricted funds £
Cash funds		
Bank current account	£ 28,955.19	£ 12,640.25
Bank deposit account	£ -	£ -
Building society account	£ -	£ -
The Scout Association Short Term Investment Service	£ -	£ -
Cash/Floats	£ 290.50	£ -
Total cash funds	£ 29,245.69	£ 12,640.25
<small>(agree balances with receipts and payments account)</small>	<small>ok</small>	<small>ok</small>
Other monetary assets		
Tax claim	£ -	£ -
Debts due from the County/Area/District/Group	£ -	£ -
Insurance claim	£ -	£ -
Grants due to Group	£ -	£ 862.50
Sub total	£ -	£ 862.50
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 (insurance valuation)	£ 160,572.00	£ 155,141.00
Motor vehicles	£ -	£ -
Scouting equipment, furniture etc (insurance valuation)	£ 20,613.00	£ 19,915.00
Other	£ -	£ -
Sub total	£ 181,185.00	£ 175,056.00
Liabilities		
Accounts not yet paid	£ -	£ -
Expenses incurred but not invoiced	£ -	£ -
Subscriptions not yet paid	£ -	£ -
Loan - detail	£ -	£ -
Other liabilities	£ -	£ 2,500.00
Sub total	£ -	£ 2,500.00
Total net assets	£ 210,430.69	£ 191,058.75

Contingent liabilities and future obligations

Lease from Runnymede Borough Council on HQ land; expired on 30 September 2010 and continues year to year; rental £450 pa

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

Signature	
	
	
Date:	02.10.2022

Print Name	
Matthew Morley	Group Scout Leader
Alastair Ellison	Group Treasurer

Scrutineer's Report to the Trustees of the 1st New Haw Scout Group

I report on the accounts of the Group for the year ended 31st March 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 1 to 3.

Scrutineer's Statement

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

Signed:



Name: Debra Carr ACMA ChPP MBA

Address: 6 Red Cottage, Chesham Road, Wigginton Hertfordshire HP23 6EH

Date: 21 September 2022