



2021
Biggleswade Scout Group
Trustees Report and Annual Review

Registered in England and Wales Charity No 300444

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www.biggleswadescouts.org.uk

Trustees' Annual Report

for the Period 1 April 2020 to 31 March 2021

Charity Trustees

Chairman	Leigh Wood
Group Scout Leader	Sue Doyle
Deputy Group Scout Leader	Chris Wells
Treasurer	Lucy Courtney
Secretary	Lorraine Bennetts
Neptune Cub Leader	Eddie Fuller
Armstrong Scout Leader	Tracy Warner
Irwin Scout Leader	Tom Keller
Explorer Scout Leader	Beverley Lattimer
Executive Committee Members	Alan Dansey
	Nick Gurney
	Rob Jenkins-Green
	Helen Kingerley
	Louise Preston
	Brian Lawson
	Vicky Pullinger

Charity Number 300444

Principal Address The Scout Headquarters
London Road
Biggleswade
SG18 8EL

Structure, Governance and Management

Biggleswade Scout Group is a registered charity, governed by our Constitution, Declaration of Trust made on 17 April 1962 and also the Policy, Organisation and Rules of the Scout Association UK (January 2018).

The Group Council is the electoral body, which supports Scouting in the Scout Group. It is the body to which the Group Executive Committee is accountable. The Group Council consists of all adult volunteers and supporters, along with the parents of all youth members.

The Group is managed by an Executive Committee (the Charity Trustees) who are appointed and elected from the Group Council. It is their responsibility to support the Group Scout Leader in meeting the responsibilities of their appointment. This includes maintenance of the Group's property and equipment, raising funds and managing the Group's finances, insurance of persons, property and equipment and assisting with recruitment of leaders and other adult support. All new trustees undergo training mandated by the Scout Association.

The trustees regularly consider major risks and are currently undertaking a project to help secure a new home for Scouting in Biggleswade to ensure we have adequate facilities for the next 20-30 years.

The Group is part of the Scout Association UK and as such is guided and supported by the local Scouting District, and by teams at the Scout Associations national headquarters.

As a registered charity the trustees also give due consideration to the guidance issued by the Charity Commission.

Objectives and Activities

Our Charitable Objectives are to contribute to the development of young people in achieving their full physical, intellectual, social and spiritual potentials as individuals, as responsible citizens, and as members of their local, national and international communities.

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.

Membership this year is down slightly at 267 including our Explorers.

Biggleswade Scout Group currently runs 3 Beaver Colonies, 3 Cub

Packs, 2 Scout Troops and in partnership with Biggleswade and District 1 Explorer Unit. Between them these provide a programme of personal development for 232 young people aged between 6 and 18 years old who live in and around the market town of Biggleswade in Bedfordshire.

This programme consists of a weekly meeting during term time, a number of day trips and the opportunity to take part in residential experiences. The programme is based around three themes: -

- Outdoors and Adventure
- World
- Skills

The Scout Group is run entirely by volunteers.

Achievements and Performance

Scouting continues to be very popular in Biggleswade with all sections running on or near their capacity. We have an active Beaver waiting list and currently have up to 65 young people who are old enough to start but are waiting for places at one of our Beaver Colonies. We also have over a further 50 plus people on the waiting list who are not yet old enough to start.

Through our sections we have successfully delivered a programme of personal development consisting of over 540 hours of activities in a year to our 232 young people—this is over 120,000 hours of personal development for young people in the local area.

We know that our young people are engaging and benefiting from this development by a significant number of Chief Scouts Awards that have been presented this year— the highest recognition of a young person's achievement in each section.

We were not able to hold any Fundraising Events during this financial year. We did continue to raise funds through Amazon Smile £82, Printer Cartridge Recycling £20 and Easyfundraising £15. We received some generous donations—totalling £300. We also made a number of successful grant applications—Tesco £1166, Biggleswade Town Council £2090, Central Bedfordshire £10,790 and Co-op £250 as well as securing Covid-19 grants totalling £20,240.

These grants have allowed for us to undertake improvements to our headquarters during this period such as replacement of all of our Windows,, a completely new kitchen and installing new heating.

Biggleswade continues to grow with more housing development on the east and north side of the town. School intakes within the town are increasing with expansions of existing schools and the addition of new schools. This growth represents a significant challenge for an already large Scout Group and we are looking for ways to ensure we can meet the challenge.

The Group has been impacted throughout this year by the Coronavirus Pandemic. All face to face Scouting continued to be suspended and meetings were only able to run on-line.

The Trustees would like to take this opportunity to thank all the Leaders, helpers, Parents/Guardians and the young people themselves for all their hard work over this past year.

Receipts and Payments Accounts

For financial year ended 31 March 2021

Receipts	31 Mar 21	31 Mar 20
Membership Subscriptions	18,435.73	24,306.40
Residential Experiences and Trips	2,020.75	32,209.93
Activities	273.34	376.85
Bank Interest	12.75	61.35
Fundraising (Incl Donations)	16,099.61	19,010.75
Rent	240.00	368.00
Gift Aid	11,153.48	0.00
Covid-19 Grants	20,240.93	
Other	520.87	428.12
Total Receipts	<u>68,997.46</u>	<u>76,761.40</u>
Payments	31 Mar 21	31 Mar 20
Scout Association Capitation	12,075.00	11,080.50
Residential Experiences and Trips	3,285.25	30,044.85
Activities	1,302.30	3,146.29
Fundraising Costs	102.20	3,302.49
Headquarters -Utilities	1,979.60	2,996.40
Headquarters-Maintenance and Cleaning	1,671.64	1,725.15
Headquarters Improvements	14,375.90	31,537.97
Leader Uniform	0.00	250.00
Insurance	42.00	816.51
Rent	161.00	499.00
Equipment	671.03	2,203.99
Resources (including Badges)	2,565.43	1,916.01
Volunteer Expenses	181.66	0.00
Donations		0.00
Other	1,196.74	920.88
Total Payments	<u>39,609.75</u>	<u>90,440.04</u>
Net Receipts/Payments	29,387.71	(13,678.64)
Cash Funds Last year end	36,487.93	50,166.57
Cash Funds this year end	<u>65,875.64</u>	<u>36,487.93</u>

Statement of Assets and Liabilities

For financial year ended 31 March 2021

Monetary Assets	31 Mar 21	31 Mar 20
Bank Current Accounts	50,885.92	21,869.57
Bank Deposit Accounts	14,699.50	14,243.65
Cash in Hand	290.22	374.71
Total	<u>65,875.64</u>	<u>36,487.93</u>

Notes to the Accounts

For Financial Year ended on 31 March 2021

This was another successful year for the Group. Youth Membership has dropped due to Coronavirus to 232 (inc 29 Explorers) and this has resulted in a significant drop in Income. We have continued to invest in improvements to our Scout HQ—largely funded by Grants. We have received significant financial support in connection with the Coronavirus Pandemic. This has resulted in a healthy surplus for the year leading to a healthy balance at the end of the year.

Receipts

Membership subscriptions – the main source of income for the Group. Down significantly this year due to falling numbers and the decision to make subscriptions optional while we were unable to deliver face 2 face meetings.

Residential Experiences and Trips – Additional money collected from the members for the purposes of paying for specific camps and trips. Usually these take the form of day or weekend activities.

Activities—Additional money collected from the members to pay for activities that take place as part of the weekly programme.

Bank Interest – interest earned in all of the Scout Group accounts.

Fundraising – Shows the income generated through fund raising activities. This year this was mainly from grants/donations from a number of organisations.

Gift Aid – As a registered charity we are able to claim Gift Aid on donations and our membership subscriptions qualify as a donation for these purposes. We submitted claims for 2017-18, 2018-19 and 2019-20 this year.

Covid-19 Grants—specific government funding to support charities during the coronavirus pandemic.

Other—other income—this consisted of a number of items that did not fall into any other category.

Payments

Scout Association Capitation – Annual payment made to the Scout Association based on the number of members within the Group. For 2020/21 this was £ 12.075 which is more than it was in 2019/20 due to a significant increase in the rate of Capitation.

Residential Experiences and Trips – Money spent on providing specific camps and trips for our members.

Activities – Money spent on providing activities for our members as part of our weekly meetings.

Fundraising Costs – costs incurred in the course of raising funds.

Headquarters Utilities – Expenditure on Electricity, Gas, Water and Refuse collections for the Scout Group Headquarters.

Headquarters – Maintenance and Cleaning – costs incurred in maintaining the Groups Headquarters and its grounds, including capital expenditure. This has increased this year due to a number of maintenance projects.

Headquarters Improvements - Money invested in making improvements to our Headquarters building. This year we have replaced all the windows, installed new heating and completely replaced the kitchen.

Leader Training—cost of providing leaders training—including on-going learning.

Leader Uniform – cost of uniform for the Group’s volunteers and provision of Group Neckers and Group Badges.

Insurance – Costs of providing insurance for the Scout Group HQ and all camping and disco equipment owned by the Scout Group. This was paid late and so the payment will appear in the 2021-22 accounts.

Rent – cost to the Group of renting rooms at Trinity Methodist Church to accommodate Neptune Cub Pack. This also included various rents for Exec Committee Meetings and other adhoc events.

Equipment – Capital expenditure on group equipment.

Resources (including badges) – Resource items purchased for use e.g. paper, glue, paint etc.

Volunteer expenses – costs incurred by volunteers in the course of their volunteer work which are reimbursed to them.

Donations - donations made by the Group.

Other—other expenditure—this consisted of a number of items that did not fall into any other category.

Assets

Bank Current Accounts—includes the Groups central Current accounts as well as the individual section current accounts.

Bank Deposit Accounts — Includes the Group Savings accounts, an Armstrong Scout Troop savings account and a very small amount in a Neptune Cub Pack savings account.

In addition to the cash assets, the Group owns the HQ building along with the land and a considerable quantity of camping equipment. These have not been formally valued and so are not included in the accounts.

Liabilities

As at 31 March 2021, the Scout Group had no liabilities.

Independent Examiner's Report to the Trustees of the Biggleswade Scout Group

I report on the accounts of the charity for the year ended 31 March 2021 which are set out on pages 8 and 9.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year (under section 144(2) of the Charities Act 2011 (the 2011 Act)) and that an independent examination is needed.

It is my responsibility to

- examine the accounts under section 145 of the 2011 Act;
- follow the procedures laid down in the General Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act;
- state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a "true and fair view" and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with 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 130 of the 2011 Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act; 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:



Date: 12 January 2022

Name:

Darryl Ashing FCA

Address:

c/o Ashings Chartered Accountants, Northside House,
Mount Pleasant, Cockfosters, EN4 9EB

Declaration

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

Signed on behalf of the Charity Trustees

Signature



Full name

Leigh Wood

Position

Group Chairperson

Date

20 September 2021

Annual Review - 1 April 2020 to 31 March 2021

Apollo Beaver Colony

The last year has been a totally different one for the Apollo Beaver Colony. Like everyone else we have been living through the Coronavirus Pandemic. It took us a few weeks to adjust to the initial lockdown. We started online meetings at the beginning of the Summer Term and have continued online since then. During the first term of online meetings numbers were lower than usual. Numbers picked up in the Autumn term and for the spring term we have had 14-16 most weeks.

The Colony have enjoyed the opportunity to join our online meetings and see each other. We have done a variety of activities online - from scavenger hunts to origami to Battleships.

Some of our Beavers have joined in with our Group Virtual Christmas Campfire and the various BIGG events - Summer Holiday, Safari, and Christmas Cracker. The Beavers really enjoyed the opportunity to see the Teaching Talons session organised by Gemini Beavers.

During this year we have presented 91 Activity Badges and 17 Challenge Badges to the Beavers. We did not award any Chief Scouts Bronze Awards this year.

Objectives for the Colony for the coming year are to:-

- Return to Face to Face Scouting.
- Recruit some additional volunteers for the Colony leadership team, including at least one more uniformed leader.
- Help more Beavers to achieve the Chief Scouts Bronze Award

I am very grateful for the help of all of the parents that have been supporting our Beavers while they join in with our online meetings. I would like to offer a big thank you to those volunteers who have helped us in the past but have moved on during this year - Vicky Pullinger, Kara Morallee, Nisha Vasavda and Callum Watson. Finally I would like to thank the current leadership team - Section Assistants Michael Nobbs and Greg Smith, and Young Leaders Harry Hodson and Oliver Meyer.

Chris Wells (Sparrowhawk—Acting Beaver Leader)

Gemini Beaver Colony

No report was provided by Gemini Beavers this year.

Ian Hall (Harrier)

Mercury Beaver Colony

No report was provided by Mercury Beavers this year.

Jane Thompson (Hawk) BSL

Jupiter Cub Pack



Thank you!

Many thanks to everyone who's helped and to the Cubs themselves who have been fantastic!

It has been a very strange year with lots of Zooming however we did manage to do lots see below!

April 2020

We had our first virtual meetings and got to learn about how to use Zoom! We ran our St George's Day celebrations online.

May 2020

Despite not being able to see each other in person we did lots of games, craft and badgework and caught up with our friends.

June 2020

We got to see behind the scenes at Shepreth Wildlife Park with a Virtual Experience. We learned about animals including rabbits, monkeys and tigers.

July 2020

We had a baby pictures quiz, more online fun and did lots of badgework at home. We took part in the BIGG Summer Holiday with sleepovers, campfires and fun activities all online!

September 2020

We were back online getting ready for being able to meet Face to Face with a walk to Priory Park and some games with half the pack then repeated the following week

October 2020

Lock down hit again but we made sure we were having fun with some Cub led activities, Pizza Rolls and Chocolate Science – Yummy!

November 2020

We rolled up our sleeves and did more cooking with apple and

mincemeat crumble which lots of us remade for our Christmas dessert. It was lovely.

December 2020

We did some Christmas crafting and had a Virtual Campfire. Singing on Zoom is very strange but good fun!

January 2021

We joined in with a virtual Panto which was great fun, took part in the national Winter Camp and the RSPB Big Garden Birdwatch. We crafted Chinese Window Decorations.

February 2021

We built a wellbeing box of things to do, be happy about or just to think about. We made Djembe drums and tried to work out the song from just the beats. Thanks to Helen for an entertaining First Aid virtual session.

March 2021

We had a late pancake night, did some more badgework and played Among Us online which was great fun!

Sue Doyle (Acting Cub Leader)

Saturn Cub Pack

The last year has certainly been unusual for Saturn Cubs. Due to the Coronavirus Restrictions we have only been meeting online this year. While an online meeting is very different to a traditional face to face meeting it has been great to see the Cubs each week. We have had great support from the Cubs and their parents and have been getting really good attendance at our online meeting - 20-24 Cubs most weeks.

Meeting online has severely limited what we can do this year and we have done our best to keep the weekly programme varied and interesting. It has been difficult to do many of the traditional scouting skills so we have focused on crafts, games, and activities to increase the Cubs' awareness of the world around them. We have given the Cubs as many opportunities as we can to take an active part in the programme and to interact with their peers. We have not been able to do any day trips or residential experiences this year.

We have done our best to promote and support the activities organised by Biggleswade and District - including the BIGG Challenge, Summer Holiday, Safari and Christmas Cracker.

During this year we have presented 106 Activity Badges and 28 Challenge Badges to the Cubs.

Objectives for the Pack for the coming year are to:-

- Recruit a new Cub Scout Leader and some additional volunteers for the Pack leadership team.

- Ensure that every Cub has an opportunity to earn their Chief Scouts Silver Award.

Deputy Group Scout Leader Chris Wells continues to run the pack. During this year we have said goodbye to Section Assistants Derek Revell and Anna Kwasniewsha. Derek had done a huge amount for the Pack over the 3 years he was volunteering and will be missed. I would also like to thank Caroline Henman who is retiring from the pack this year after 4 years. We have welcomed Sam Ryder to the pack this year as a Section Assistant. I am very grateful for the on-going help and support of my Section Assistants Sharon Wheeler and Marcia Bennett.

Chris Wells (Acting Cub Leader)

Neptune Cub Pack

No report was provided by Neptune Cubs this year.

Eddie Fuller (Akela — Cub Leader)

Armstrong Scout Troop

Well what can be said about 2020-2021 in scouting terms as many other walks of life, it has been a very difficult year, but a year that we have all embraced and carried on with a full programme.

The leaders have had to learn lots of new skills, use of technology, so we could carry on meeting remotely, using Zoom virtual meetings. It took us several sessions to learn these new skills such as, how to mute the whole section and finding a flag and an indoor flag pole! Due to the commitment of the whole team we managed to hold zoom meeting every week during term time and even fortnightly during the summer holidays as many of the scouts wanted contact during lockdown.

We started the year in April 2020 with 27 scouts and ended March 2021 with 31 although we have transitioned over 16 from cubs to scouts, scouts to explorers. We have thankfully managed to maintain our full leadership team of 7 during these times.

During the first lockdown we set the scouts a weekly walking challenge and each week the scouts reported back how far they had walked, cycled or run. The scouts managed to travel from Biggleswade to Iran covering 3069 miles. Not so sure why they stopped at the end of summer term, perhaps got too hot mid-July to continue.

The scouts also attempted (and mostly succeeded) cooking challenges, making Easter bonnets, learning to juggle, paper aeroplanes,

constructing them and then outdoor flying challenged against the other troop members remotely. We joined in with national Scouting events for example VE Day where we built Dens and the scouts decorated them with handmade bunting. The scouts have worked really well at teamwork by undertaking mental challenges, writing the "Armstrong Rap", and completing a virtual crystal maze. They have also run their own evenings.

We also joined in with other Troops and Scouting country wide where we published videos of our scouts participating in the "Toilet Roll Keepy Uppy challenge" and the "water challenge" which the scouts thought was a great activity, particularly the getting wet bit!.

With limited numbers, we did manage 4 weeks of some face to face meeting during the autumn term, which did help to return to more normal traditional scout skills within the then restrictions. But even with this we never able to meet as a full troop.

Due to Covid-19 restrictions were we unable to camp for the whole of last year, although a few scouts did manage to camp within the confines of their lounges or even some in their back gardens. At our Christmas zoom party we awarded over 140 badges and we finished the evening by awarding 8 Gold Awards.

Meetings from the New Year have become more difficult as meeting remotely is so far removed from the norm. But..... After quizzes, fun challenges, jokes (some good some not so) and even some remote Scouting skills, we believe all enjoyed the meetings which has been born out with so many attending each and every meeting.

I would like to thank all the members of Armstrong Leadership Team. Without all their help and support I would not have managed to get through last year as we did..

Tracey Warner (Scout Leaser)

Irwin Scout Troop

No report was provided by Irwin Scouts this year.

Tom Keller (Scout Leader)

Biggleswade Phoenix Explorer Scout Unit

Despite the Covid pandemic, we at Phoenix have managed to continue a very full and packed year of Scouting, even meeting through holiday periods to boost the morale of our young people; aware that the mental health of young people in the Pandemic has been especially affected. We have obviously mostly met via Zoom but did manage a few face-to-face sessions in small groups before going into lock down again! We have said goodbye to older Explorers and hello to new ones. We had between 25 and 30 Explorers during the year and continue to welcome new people to our 'crazy' Unit.

Every Explorer and leader have played their part in this unique period of history but personally as the Explorer Leader I want to say an enormous special THANK YOU to David M as without his amazing techno skills, abilities and ideas, our nights would not have been what they have been. Yes, we would have managed but... He has also had to put up with teaching me many technology skills that have put me out of my comfort zone. As a Scout we always continue to learn!

We have indeed have had some laughs and definitely the banter between Explorers and Leaders has been quite something. Quotes of some will remain as part of our Unit's history. In some ways we have got to know our young people more personally as they have us. We have always run as a 'big family' type Unit but Zoom has felt tighter knit and individual characters have certainly shone through. Wednesday nights made a difference to the various lockdowns in many ways. Wednesdays meant focus, laughter, learning, community, connection, family, supporting each other and looking out for one another. Thank you, Phoenix; you made a difficult challenging year more bearable and less isolating.

We even managed virtual camps. We held a Zoom camp for what was supposed to be our International Camp with leaders running it from my garden (permitted at the time). We had a full weekend on Zoom running our Winter Camp with so many activities. We set challenges for Explorers of camping out in their gardens, doing hikes with family and friends (when rules allowed). We had baking challenges, photo challenges, pioneering challenges, Royal tea parties etc. We held a virtual tombola fundraiser zoomed from my garden. Thank you to everyone who supported us with this.

Our Zoom nights have been varied; yes, there have been favourites of certain games including Among Us, Escape Rooms, Location Guesser, First and Last and Kahoot. Some of us older leaders have had to learn fast! I for one am known not to enjoy computer games but I do enjoy a good Escape room challenge! There has been something for everyone.

We have run themed evenings around Halloween, Easter, pancakes etc and music evenings, quizzes, puzzles, pioneering, crafts, mental health awareness, task masters, Space missions, skills nights, hobby nights, getting to know us nights, bingo nights and so many more.

I have become a bit of a Mary Berry and done a few cooking demonstrations via Zoom. Who would have thought that weighing out ingredients could take Explorers so long and be so hard! We certainly had a few interesting creations made. We even managed to get David cooking in the kitchen taking him out of his comfort zone (only fair!) Not sure some of the Explorers managed to clean the kitchens that well afterwards though. All part of skills for life.

We ran a surprise 30th birthday party via Zoom for David and presented him with a special 30th birthday scrapbook with photos and messages. Tasha made him cakes. We played games all based on the theme of 30. A fun night was had by all. Not quite the celebrations planned but one to remember!

When we could meet face to face in small groups, we had hikes, woodland tracking, town photo hunts and wide games with a difference. We also managed two of our three small group socially distanced Christmas Party before again we went into restrictions so our Sunday session quickly changed to a Zoom session. Showing our adaptability skills indeed.

There have been challenges as in all years but together we have supported one another and got through.

The biggest disappointment of the year is that our International Summer Camp to the Netherlands planned for August 2020 and reschedule for August 2021 cannot now take place. This has been upsetting indeed as so much work has been put into the organisation and fundraising and we were all looking forward to it. A lot of work now has begun in trying to get refunds from the various places and again I have to thank David for his work and support with this. It has meant us having very many Zoom meetings and phone conversations until late in the evenings.

We hope to do a UK Summer camp next year and then plan another International one when hopefully things settle down in the world.

A year like no other; one of fears and disappointment in some ways but one where Phoenix kept going throughout the whole year, not missing a Wednesday night and one where we all learned a lot. Scouting's motto of Be Prepared has definitely been done and also continuing to learn skills for life for all of us.

Thank you to my fantastic leadership team for your continued support.

All of you have various parts to play in making Phoenix what it is. Unique and Great and continuing to evolve. Thanks also to Jane for all her help and support this year.

Thank you to David, Sonia, Tasha, Pete, Ben, Jon, 2-Poles, Lucy and Lewis.

Bev Lattimer Explorer Scout Leader

Biggleswade Scout Group
www.biggleswadescouts.org.uk