

TRUSTEE ANNUAL REPORT

For the period

From 1st January 2021	to	31st December 2021
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SECTION A

REFERENCE AND ADMINISTRATION DETAILS

Charity Name	1st DUNSTABLE SCOUT GROUP
Registered charity number	300449
Charity's' principal address	Creasy Park Road Dunstable Bedfordshire LU6 1BB

Names of the charity trustee who manage the charity

	Trustee Name	Office (if any)	Dates acted if not for whole year
1	Ray Penberthy	Treasurer	
2	Julia Ward	Group Scout Leader	Resigned July 2021
3	Rachel Last	Secretary	Appointed 1 Jan 2021
4	Mary Plunkett	Cub/Beaver Leader	Appointed 1 Jan 2021
5	Jeanette Betterton	District Secretary	Appointed 1 Jan 2021
6	Andrew Button	Scout Leader	

Names and addresses of advisors

Type of Advisor	Name	Address
Independent Examiner	Derek Woolhead	40 Bowland Crescent Dunstable LU6 3QD
Bankers	Barclays	High Street North Dunstable

SECTION B

STRUCTURE, GOVERNANCE AND MANAGEMENT

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.

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

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 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 Secretary and Treasurer together with Group Scout Leaders, Section Leaders and Parent Representatives and is responsible for:-

The maintenance of the Group property:

The raising of funds and the administration of the Group finance:

The insurance of persons, property and equipment:

Assisting in the recruitment of leaders and other adult support:

Appointing any sub committees that may be required;

RISK AND INTERNAL CONTROL

The Group Executive Committee has identified the major risks to which they believe they are exposed, these have been reviewed and systems have been established to mitigate against them. the main areas of concern that have been identified are:

Injury to leaders, helpers and supporters and members. The Group, through subscription fees, contributes to the Scout Associations national accident insurance policy. The Group, also contributes to extra insurance cover for all Leaders and for helpers. Risk assessments are undertaken before all activities. A Risk Assessment of the Building has also been undertaken.

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 subscription to increase the income to the Group on an ongoing basis, either temporarily or permanently.

The Group has in place systems of internal controls that are designed to provide reasonable assurance against material mismanagement or loss, these include 2 signatures for all payments and a comprehensive insurance policies to ensure that insurable risks are covered.

SECTION C

OBJECTIVES AND ACTIVITIES

The objective of the Group are as a unit of the Scout Association.

The Aim of The Scout Association is to promote 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 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.

SECTION D

ACHIEVEMENT AND PERFORMANCE

During the year we have continued supporting, encouraging and raising the profile of Scouting in the local Dunstable area, by running three sections for Beavers, Cubs & Scouts. Unfortunately due to the Covid situation, we did not meet from January to September 2021, although we did meet virtually and we held virtual Camps for Beavers and Cubs. We held Christmas Camps at our HQ for Beavers and Cubs. During this year, we received a further £18,000 Covid related grants and £1,750 from the Scout Recovery Fund to help towards our costs.

SECTION E

FINANCIAL REVIEW

The Group's policy on reserves is to hold sufficient resources to continue the charitable activities of the Group should income fall short. The Group held reserves of approximately £2,500 against this at year end.

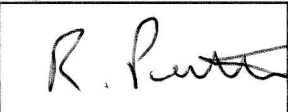
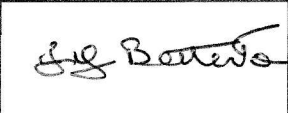
INVESTMENT POLICY

The Group's Income and Expenditure is very small and as a consequence does not have sufficient funds to invest in long-term investments such as stocks & shares. The Group has therefore adopted a low risk strategy to investment of its funds. All funds are held in cash using only mainstream banks and the Scout Association's Short Term Investment Service.

The Group Executive regularly monitors the levels of bank balances and the interest rates received to ensure it obtains maximum value and income from its banking arrangements.

DECLARATION

The above trustees report was approved by the Trustees on
and signed on their behalf by

Signature	Name	Position
	Ray Penberthy	Treasurer
	Jeanette Betterton	District Secretary

1st Dunstable Income for 2021

Subscriptions

From Go Cardless
From Standing Ord
Cash

Investiture Badges and Scarves From Go Cardless

Capitation Refund

Camps / Sleepovers / Outings Beavers / Cubs Wiggles
Beavers / Cubs Xmas Camp
From 2nd HH Cubs Xmas Camp

Use of Hall

District (3 Quarters) Apr
Jul
Sep

Dog Training Jul
Oct
Dec

First Aid Training Jan
Oct

Donation for Penelope Janes Bereavement

Covid - 19 Grant Central Beds Feb
Feb
Mar
May

Scout Recovery Fund Grant Mar

Interest from Bank

Total Income

1st Dunstable Income for 2021

Total

£ 3,395.87
£ 518.00
£ 124.21 £ 4,038.08

£ 307.84 £ 307.84

£ 17.50

£ 115.94
£ 515.30
£ 581.04 £ 1,212.28

£ 125.00
£ 125.00
£ 125.00 £ 375.00

£ 240.00
£ 300.00
£ 480.00 £ 1,020.00

£ 40.00
£ 30.00 £ 70.00

£ 1,201.34 £ 1,201.34

£ 4,144.93
£ 4,000.00
£ 2,096.00
£ 8,000.00 £ 18,240.93
£ 1,750.00 £ 1,750.00

£ 2.16 £ 2.16

£ 28,235.13

1st Dunstable Expenses for 2021

Capitation

Unity Insurance Building and Contents

Gas (CNG) Mar
 Apr
 Jun
 Jul
 Aug
 Sep
 Oct
 Nov

Electricity (SSE) Mar
 Jun
 Sep
 Dec

Water / Sewerage Feb
 Mar
 Jul
 Sep

Building Maintenance	Paul Happe Roofing Three Counties Gas Be Safe Fire Protection Fire Escape Safety Rail Gas Heater Main Hall Outside Light Emergency Lights Boiler Timer	Roof Repairs Gas Appliances Check Fire Extinguishers Ward Electrical Aron Rogers Ward Electrical Ward Electrical R Penberthy
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Scout Shop Purchases	Group Group Group Group Beavers / Scouts Group	Badges & Scarves Badges & Scarves Badges & Scarves Badges & Scarves Badges & Scarves Badges & Scarves
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AGM Food Group Georgina Walker

OSM Fee Beavers / Cubs Mary Plunkett

Camps / Activities / Outings	Beavers / Cubs Beavers / Scouts Beavers Cubs	Wiggles Hemel Snow Centre Xmas Camp Xmas Camp
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1st Dunstable Expenses for 2021

Leaders / Activities

Mary Plunkett
Mary Plunkett
Mary Plunkett
Julia
Julia
Julia
Julia
Andy Button

Covid 19 Expenses
Summer Term

Total Expenses

1st Dunstable Expenses for 2021

35 x £50	£	1,750.00	
£	1,574.10	£	1,574.10
£	8.68		
£	38.18		
£	27.39		
£	5.33		
£	21.59		
£	21.34		
£	23.75		
£	31.56	£	177.82
£	67.12		
£	82.53		
£	85.82		
£	88.27	£	323.74
£	72.60		
£	41.83		
£	63.97		
£	49.01	£	227.41
£	870.00	£	870.00
£	102.00	£	102.00
£	266.04	£	266.04
£	3,498.70	£	3,498.70
£	100.00	£	100.00
£	152.76	£	152.76
£	223.66	£	223.66
£	23.15	£	23.15
£	105.92		
£	106.30		
£	53.58		
£	14.71		
£	192.24		
£	192.05	£	664.80
£	51.00	£	51.00
£	16.50	£	16.50
£	133.00	£	133.00
£	162.00	£	162.00
£	323.53	£	323.53
£	1,117.44	£	1,117.44

1st Dunstable Expenses for 2021

£	124.44		
£	192.90		
£	147.97		
£	231.57		
£	331.65		
£	39.98		
£	335.99		
£	33.26	£	1,437.76

£ 13,195.41

1st Dunstable Summary of Income and Expenses for 2021

Income

	Go Cardless	Standing Order
Subscriptions	£ 3,395.87	£ 518.00
Capitation Refund		
Investiture Badges and Scarves	£ 307.84	
Camps / Sleepovers / Outings		

CBC Covid -19 Grants
Scout Recovery Fund Grant
Bereavement Donation for Penelope Janes
Interest from Bank

Use of Hall

District (3 Quarters)
Dog Training
First Aid Training

Total Income

Expenses

Capitation
Unity Insurance
Gas
Electricity
Water / Sewerage
Scout Shop Purchases
Camps / Activities / Outings
Leaders / Activities
Building Maintenance
OSM Fee
AGM Food

Total Expenses

1st Dunstable Summary of Income and Expenses for 2021

Cash		Total	
£ 124.21	£	4,038.08	
	£	17.50	
	£	307.84	
	£	1,212.28	
	£	18,240.93	
	£	1,750.00	
	£	1,201.34	
	£	2.16	
	£	375.00	
	£	1,020.00	
	£	70.00	
	£	28,235.13	

£	1,750.00
£	1,574.10
£	177.82
£	323.74
£	227.41
£	664.80
£	1,735.97
£	1,437.76
£	5,236.31
£	16.50
£	51.00
£	13,195.41

Independent Examiner's Report to the Trustees of the

1st DUNSTABLE SCOUT GROUP

I report on the accounts of the Group/District/County/Area for the year ended 31st December 2021.

which comprise the Statement of Financial Activities, the Balance Sheet and related notes set out on pages 1 to 3

This report is made solely to the trustees in accordance with Section 145 of the Charities Act 2011. My work has been undertaken so that I might state to the charity's trustees 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 charity and the charity's trustees for my examination work.

Respective responsibilities of Trustees and Examiner

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

It is my responsibility to:

- Examine the accounts (under Section 145 of the Charities Act);
- To follow the procedures laid down in the General Directions given by the Charity Commissioners (under Section 145(5)(b) of the Charities Act); and
- To state whether particular matters have come to my attention.

Basis of Independent Examiner's report

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the Group/District 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 (other than that disclosed below *):

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 Charities Act ; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities 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.

* Please delete the words in the brackets if they do not apply

Name: DEREK WOOLHEAD

Qualification:

Address: 40 BOWLAND CRESCENT

DUNSTABLE, BEDS. LU6 3QJ

Date: 16TH OCTOBER 2022