

Trustees' Annual Report

For the period

From (start date)

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 to end date

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Section A Reference and administration details

Charity name

24th Medway Scout Group

Other names the charity is known by

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Registered charity number (if any)

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HQ registration number

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Charity's principal address

213 Rochester Road							
Burham							
Rochester							
Kent	Postcode	M	E	1	3	S	E

Names of the charity trustees who manage the charity
(These will be published in the annual report of the charity and the Charity Register if reporting for a Registered Charity with a charity regulator)

	Trustee Name	Office (if any)	Dates acted if not for whole year
1	Mr M Clark	Chairman	
2	Mr G Pryke	G.S.L.	
3	Mr C E Richardson	Treasurer	
4			
5			
6			
7			
8			
9			
10			
11			
12			
13			
14			
15			

Names and addresses of advisers (optional information but encouraged as best practice)
(These will be published in the annual report of the charity)

Type of advisor	Name	Address

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 information, where relevant, about:

Policies and procedures adopted for:
a) the induction and training of trustees;
b) trustee' consideration of major risks and the systems 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 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 # months.

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 the

Risk and Internal Control (Specimen 1)

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. Similar reciprocal arrangements exist with these organisations. 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 C

Reduction or loss of leaders. The group is totally reliant upon

Reduction or loss of members. The Group provides activities

Risk and Internal Control (Specimen 2)

The group has in place systems of internal controls that are

Section C	Objectives and activities
Summary of the objects of the charity set out in its governing document 3 LT700001 (3rd December 2018)	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

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

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

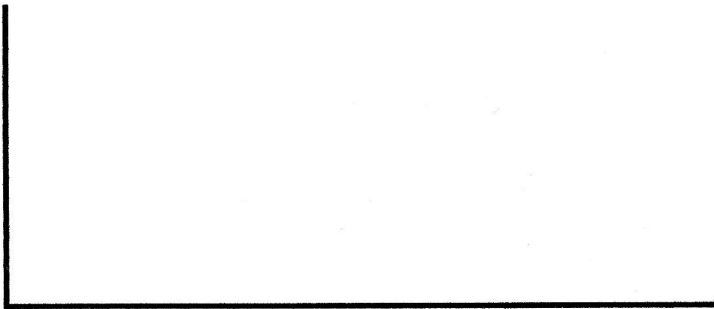
The Group meets the Charity Commission's public benefit criteria under both the advancement of education and the advancement of citizenship or community development headings.

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

Continuing to support Scouting for the Group, Beavers, Cubs, Scouts & Explorers.



Section E	Financial Review
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Brief statement of the charity's policy on reserves

Reserves Policy

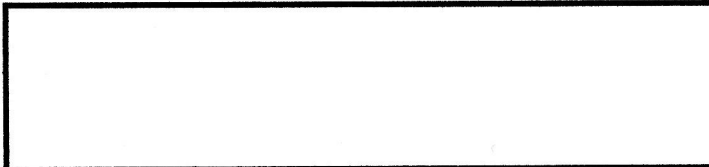
The Group's policy on reserves is to hold sufficient resources to continue the charitable activities of the group should income and fundraising activities fall short. The Group Executive Committee considers that the group should hold a sum equivalent to X months running costs, circa £X.

The Group held reserves of approximately £X against this at year end. This is above the level/below required for operating expenses. However this can be explained by

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Quantify and explain any designations

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



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 (Specimen 1)

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;

Investment Policy (Specimen 2)

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.

Section F

Other Optional Information

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

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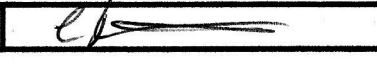
Section G

Declaration

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

Signed on behalf of the charity's trustees

Signature(s)

	
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Full name(s)

MICHAEL CLARK	CLIVE RICHARDSON
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Position (eg Secretary, Chair)

CHAIRMAN	TREASURER
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Date

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24th Medway (Borstal) Scout Group Receipts and Payments Account

	Year start date		Year end date
For the year from	01/04/2020	To	31/03/2021

Receipts and payments

	2020/21	2019/20
	Unrestricted funds	Unrestricted funds
	£	£
Receipts		
Donations, legacies and similar income		
Membership subscriptions	5,416	17,725
Less: Membership subscriptions paid on (National/County/Area/District)	2,681	4,255
Net membership subscriptions retained	2,735	13,470
Donations	4,978	750
Census Rebate	-	44
Gift Aid	-	7,593
Beaver Badges repaid to Group BS41	53	
Beavers Cash £16 not included 2019 / 20	16	142
Sub total	7,782	21,999
Grants		
Maintenence grant	-	-
Other grants: Government Covid Pandemic	20,193	-
Sub total	20,193	-
Fundraising (gross)		
Group Fees (Paper)	-	1,245
Jumble Sales	-	937
Refreshment Tent	-	3,774
Other fundraising activities	-	-
Sub total	-	5,956
Investment income		
Bank interest	3	12
Correction due to error in previous years accounting	-	84
The Scout Association Short Term Investment Service	-	-
Property Rent income	-	-
Other investment income:L Explorers Bfwd	-	569
Sub total	3	665
Total Gross Income	27,978	28,620
Asset and investment sales, etc.	-	-
Total receipts	27,978	28,620

24th Medway (Borstal) Scout Group Receipts and Payments Account

Year start date

Year end date

For the year from	01/04/2020	To	31/03/2021
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Receipts and payments

	2020/21	2019/20
	Unrestricted funds	Unrestricted funds
	£	£
Payments		
Charitable Payments		346
Youth programme and activities: OYM	197	-
Adult support and training	-	-
Rent	480	450
Water and Sewerage	236	273
Electricity and Gas	786	1,051
Insurance	652	1,567
Repairs and Renewals	5,233	5,736
Materials and equipment	-	-
Printing and photocopying	-	-
Contribution to camp costs	-	-
Uniforms	-	-
AGM and trustee expenses	-	-
HQ Cleaning	159	390
Alarm System	100	124
Beaver Badges paid in error from Group BS41	53	-
Sub total	7,896	9,937
Fundraising expenses: Refreshment Tent		1,570
Jumble Sales Adverts	-	118
Section Expenses		
Beaver Running Expenses	330	1,965
Cubs Running Expenses	1,161	7,572
Scouts Running Expenses	462	4,245
Explorers Running Expenses	4	1,453
Sub total	1,957	16,923
Total Gross Expenditure	9,853	26,860
Asset and investment purchases, etc.	-	-
Total payments	9,853	26,860
Net of receipts/(payments)	18,125	1,760
Cash funds last year end	24,519	22,759
Cash funds this year end	42,644	24,519

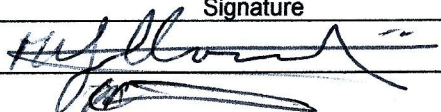
Statement of assets and liabilities at the end of the year

	2020/21	2019/20
	Unrestricted funds £	Unrestricted funds £
Cash funds		
Bank current account	36,837 ✓	18,721 ✓
Bank deposit account	5,761 ✓	5,758 ✓
Building society account	-	-
The Scout Association Short Term Investment Service	-	-
Cash/Floats	46 ✓	40 ✓
Total cash funds	42,644 ✓	24,519 ✓
Other monetary assets		
Tax claim	-	-
Debts due from the County/Area/District/Group	-	-
Insurance claim	-	-
Sub total		
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	-	-
Motor vehicles	-	-
Scouting equipment, furniture etc	-	-
Other	-	-
Sub total		
Liabilities		
Accounts not yet paid	-	-
Expenses incurred but not invoiced	-	-
Subscriptions not yet paid	-	-
Loan - detail	-	-
Other liabilities	-	-
Sub total		

Contingent liabilities and future obligations

The above receipts and payments account and statement of assets and liabilities were approved by the Trustees on Xth X 200X (the date of the Executive Committee meeting that approved the accounts) and signed on their behalf by

Signature



Print Name

RICHARD CLARK	Chair
CLIVE RICHARDSON	Treasurer

**Scrutineer's Report to the Trustees of the
24th Medway Scout Group Scout Council**

I report on the accounts of the Group for the year ended 31st March 2021

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 pages1..... to9.....

Scrutineer's Statement

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

Name:

GRAHAM JOHN GILBERT

Address:

269 ROCHESTER ROAD

BURHAM

NR. ROCHESTER

KENT

ME1 3RR

Date:

14 September 2021

Ind. Examiner

G. J. Gilbert FCMA CGMA