

7th SEVENOAKS (HALSTEAD) SCOUT COUNCIL

ACCOUNTS WITH TRUSTEES ANNUAL REPORT

FOR THE YEAR 1st APRIL 2020 TO 31st MARCH 2021

Charity Registered in England No. 303440

Scout Association registered No. 30372

TRUSTEES ANNUAL REPORT FOR THE YEAR 1st APRIL 2020 TO 31st MARCH 2021

Section A Reference and administration details

TRUSTEES	Chair	Michael Schwarz
	Group Scout Leader	Rose Mears
	Treasurer	Vacant
	Secretary	Vacant
	Beaver Leader	Barbara Weekes
	Scout Leader	Mark Craig
	Expolrer Leader	Josefine Follett
	Exec Member	Chris Mears

YOUTH REPRESENTATIVES N/A

BANKERS Santander Sevenoaks Branch
OTHER ADVISOR Go Cardless payment collection service

Contact name and address Rose Mears
95 London road, Dunton Green, Sevenoaks, Kent TN13 2UJ

Section B Structure, governance and management

The 7th Halstead'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 7th Halstead 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 7th Halstead is managed by the Group Executive, the members of which are the "Charity Trustees" of the 7th Halstead Scout Council, 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 three independent representatives, Chair, Treasurer and Secretary, the Group Scout Leader and Group Section Leaders together with the Elected and nominated representatives. It meets every four times a year.

Members of the Executive Committee complete 'Essential Information for Executive Committee' training within the first 5 months of joining the committee.

This 7th Halstead Executive Committee exists to support the Group Scout Leader in meeting the responsibilities of the appointment and is responsible for:

- The maintenance of 7th Halstead 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

Risk and Internal Control

The 7th Halstead Group has in place systems of internal controls that are designed to provide reasonable assurance against material mismanagement or loss, these include two authorised signatories for all payments and comprehensive insurance policies to ensure that insurable risks are covered.

Section C Objectives and activities

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 cooperate 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
- earn by doing
- share in spiritual reflection
- take responsibility and make choices
- undertake new and challenging activities
- make and live by their Promise.

Section D Achievements and performance

Major activities and achievements in the year are reported in the Annual Report of which these accounts form part.

Section 1 Financial Review

Cost and Investment

At the end of the year total cost had increased to £2,400,000 (2009 £1,750,000). The Group also reports a net asset approach to the investment of its funds and all funds are held with creditworthy banks.

Revenue policy

It is the policy of the Trust to ensure that it is not responsible for the payment of any interest on any debt. The Trust's policy is to ensure that the investment and running of the Trust is within the financial means of the Trust and to ensure that the Trust is able to meet its obligations in respect of its financial means and to ensure that the Trust is able to meet its obligations in respect of its financial means and to ensure that the Trust is able to meet its obligations in respect of its financial means.

Proposed work

The Trust has proposed to carry out the following work:

The amount which has been set aside for the purpose of carrying out the proposed work is £1,000,000 and is held in a separate bank account.

Approved

The Trust has approved the proposed work and the amount which has been set aside for the purpose of carrying out the proposed work is £1,000,000.

Signed on behalf of the Trust: Trustee

[Handwritten Signature]
 Trustee

[Handwritten Signature]
 Trustee

[Handwritten Signature]
 Trustee

[Handwritten Signature]
 Trustee

7th SEVENOAKS (HALSTEAD) SCOUT GROUP

INCOME AND EXPENDITURE ACCOUNT

for the period 1st April 2020 to 31st March 2021

2020-2021 2019-2020

Location of Funds

2020-2021 2019-2020

Income	Notes	2020-2021	2019-2020
Membership Subscriptions		1,779.50	7,859.00
less Membership Capitation	1	-1,515.00	-6,049.49
Badges/Books/Uniforms		0.00	149.00
Fund Raising		1,057.08	360.94
Outings		0.00	438.00
Camps		0.00	10,796.07
Donations		0.00	270.00
Deposit A/C Interest		0.84	1.74
Miscellaneous (Grants)		25,284.83	0.00
Total Income		26,607.25	13,825.26

Opening Balance	Notes	2020-2021	2019-2020
Bank Current Account		7,739.91	9,356.11
Bank Deposit Account		429.39	283.05
Cash in Hand		6.51	6.51
Closing Balance		8,175.81	9,646.57
Bank Current Account		30,009.46	7,739.61
Bank Deposit Account		430.23	429.39
Cash in Hand		6.51	6.51
Closing Balance less Opening Balance		22,270.39	-1,471.06

Expenditure	Notes	2020-2021	2019-2020
Rates	2	0.00	0.00
Badges/Books/Uniforms		207.16	534.18
Fund Raising		0.00	25.00
Outings		0.00	211.86
Administration		82.75	310.64
Camps		99.55	10,954.59
Electricity		21.75	2,052.62
HQ Maintenance		888.73	1,283.66
Equipment (for HQ & Camping)		0.00	797.10
Rent (to Sevenoaks District Scout Council)		10.00	40.00
HQ Insurance		1,995.27	1,931.15
Programme Materials		1,031.65	862.82
Training		0.00	0.00
Miscellaneous		0.00	220.00
Total Expenditure		4,336.86	19,223.62

Excess Income (Expenditure "-")	2020-2021	2019-2020
	22,270.39	-5,398.36

Excess of Income (Expenditure "-")	2020-2021	2019-2020
	22,270.39	-5,398.36

- Notes**
- 1 Pass through payment to District, County and HQ
 - 2 Sevenoaks District Council gives 100% relief at source to the charity. Loss of relief would have amounted to a charge of £563.20

I have examined the books and accounts of the 7th Sevenoaks (Halstead) Scout Group and have found this statement to be a true analysis of the Income and Expenditure of the Group and of the Location of Funds at the year ending 31st March 2021.

Signed: *[Signature]* Hon. Auditor *Independent Examiner*
 Date: 28/04/21

Signed: *[Signature]* Treasurer *[Signature]*
 Date: 4/10/21

REPORT OF THE INDEPENDENT EXAMINER TO THE TRUSTEES OF THE 7TH SEVENOAKS
(HALSTEAD) SCOUT GROUP – Charity No: 303440

I report on the accounts of the 7th Sevenoaks (Halstead) Scout Council for the year ended 31st March 2018

Respective responsibilities of Trustee's and examiner:

The 7th Sevenoaks (Halstead) Scout Group trustees are responsible for the preparation of accounts and consider that an audit is not required this year (under section 144 of the Charities Act 2011) and that an independent examination is needed.

It is my responsibility to:

- Examine the accounts (under 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.
- 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 Charities Commission. An examination includes an accounting review of the records kept by the 7th Sevenoaks (Halstead) Scout Group 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 trustee's concerning 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 Examiners 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:
 - a) To keep accounting records in accordance with section 130 of the Charities Act
 - b) To prepare accounts which accord with the accounting records
 - c) To comply with the accounting requirements of the Charities Act and the regulations made thereunder 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

Name: EMMA ASHMAN Signed: E. Ashman Date: 20/9/21

Qualification: ACA Chartered accountant

Address: Dynes Road, Kemsing, Kent