



6<sup>th</sup> Southgate (Christ Church)  
Scout Group  
(Registered charity 303652)

Trustees Annual Report and  
Statement of Financial Activities  
for the year ended  
31 August 2020



## 6th Southgate (Christ Church) Scout Group

### Trustees' Annual Report for the year ended 31<sup>st</sup> August 2020

#### Trustees

The Trustees are deemed to be the members of the Executive for the time being. Those who have served in this capacity during the last year are as follows.

Vacant*	Chairman
Stephen Smith *	Group Scout Leader
Shaun Rigg *	Casual Helper
Helen Tate *	Group Treasurer
Sue Ingle	Beaver Scout Leader
Laura McManus	Assistant Beaver Scout Leader
Katie Smith	Cub Scout Leader
Hazel Miall	Assistant Cub Scout Leader
Richard Ross	Scout Leader
Paul Coleman	Assistant Scout Leader
Daniel Ingle	Explorer Scout Leader
Marcus Ellenby	Training Manager & Minibus manager
Joe Hickey	** Secretary

\*Trustees registered with the Charity Commission – all other members of the Executive are considered to be Associate Trustees for that purpose.

#### Structure, Governance and Management

6<sup>th</sup> Southgate Scout Group operates on the Walker Ground near the Southgate Green, and includes Beaver Scouts, Cub Scouts and Scouts. Groups are made up of up to three age ranges. 6 to 8 year olds take part in Beavers. 8 to 10.5 year olds take part in Cubs. 10.5 to 14 year olds take part in Scouts. The associated Explorer Scout Unit is the Hatters, Explorer Scouts are aged 14 to 18 years. Network members are aged 19 to 25 years.

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 rules which are common to all Scouts. It is also a Registered Charity in its own right - number 303652.

The Trustees are appointed in accordance with the Policy, Organisation and Rules of The Scout Association. The Group is managed by the 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 the Chair, Group Scout Leader, Assistant Group Scout Leader, Treasurer and Secretary together with up to 10 other members. Section leaders are automatically members of the Executive Committee without needing to be nominated or elected. The other members are nominated, approved and appointed at the AGM.

The Executive Committee exists to support the Group Scout Leader in meeting the responsibilities of the appointment and is responsible for:

- The maintenance of Group property;
- The development of the Group;
- The training of leaders and administrators;
- 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;

The Executive meets at least quarterly.

#### **Risk and Internal Control**

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

#### **Objectives and Activities**

The objectives 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.

In the 6<sup>th</sup> Southgate Group our objectives are currently as follows:

- To make quality Scouting available to every young person in the catchment area, regardless of gender, race, ethnicity, religion or disability.
- To ensure that the Scout Group offers the opportunity for young people aged 6 to 25 to progress through the Scout sections in a clearly identifiable way, either within their Group, or through formal arrangements with District led provisions.

## **Achievements and Performance**

The primary measurement of performance in respect of growth and development work is provided by the annual census. At the start of this year we continued to expand our membership, increasing both the youth and the leadership membership.

### Group Activity Report

2020 has been a difficult year globally, and in the UK. We have been very happy to be able to run activities in periods between lockdowns, and also to have had support from our council, the London Borough of Enfield.

Thanks and well done to all those who worked so hard to plan, run and join in the day.

All three sections (Beaver Colony, Cub Pack, and the Scout Troop) have tried to maintain the membership and keep in touch with everyone whilst social distancing requirements were in place. The commitment shown by the team to continue to deliver an innovative and fun programme is immense, and they should all be very proud of their achievements, especially this year.

No major improvements to Headquarters were undertaken during the pandemic. The Group minibus (donated by Enfield Council in spring 2013) was also not used to its full capacity during 2020.

### **Public Benefit**

In planning our activities for the year we kept in mind the Charity Commission guidance on public benefit at our trustee meetings. Membership of the Scout Association, and therefore of the Group, is open to all no matter what background, faith, gender, or personal circumstances. No young person would be prevented from joining if they were unable to pay the subscription. Grants are available to assist all young people to fully participate in all activities.

### **Plans for the Future**

In 2010, the Group produced a Development Plan, which as a working document continues to be reviewed and revised annually. Our focus remains to increase our membership, but to sustain the quality of programme provided to our young members, it is necessary to increase the size of the core adult leader team. The Executive is actively working on doing this, with a focus on parental engagement. Some progress has been made, and all sections are now benefiting from increased adult support in various capacities.

Clear guidance and support for leaders will continue to be a priority and we are confident that this will keep the programmes for the young people exciting, as well as leaders finding their rôle more rewarding. The focus of the Development Plan continues to be to recruit and retain more adults in Scouting, be they warranted leaders or support personnel.

The focus for the following year remains to negotiate a new lease with the Walker Cricket Ground, and provisions for the new lease and the associated costs have been estimated for the financial year.

### **Financial activities and results**

Income exceeded expense by £8,914 (2019 expense exceeded income by £5,962), being a cash operating gain of £15,814 (2019 £7,507) offset by the accrued costs towards lease increase and associated legal costs.

### Investment Powers, Policy and Performance

It is a requirement of POR (Policy Organisation and Rules) that funds not immediately required are transferred into a suitable investment vehicle. The Group's policy has been to invest in bank deposit accounts including the CCLA Charitable Fund.

### Reserves

The total of current funds less liabilities has increased during the year and now stands at £43,478 (2019 £34,564), an increase of £8,914 (2019 a loss of £5,962). The non-current assets have decreased by nil. The main priority for the financial year starting 01 September 2020 is to continue to maintain the group facilities to a good standard.

### Voluntary Help

Many volunteers give up their time and talents to support the Group. We are greatly indebted to these volunteers for their commitment and support.

Approved by the Trustees and signed on their behalf by

  
.....  
S.G. Smith

  
.....  
H.E. Tate

10 June 2021

**Statement of Financial Activities**  
**For the year ended 31 August 2020**

	12 months to 31 Aug 2020	12 months to 31 Aug 2019
<b>Income</b>		
Donations	0	0
Gift Aid	0	0
<b>Grants</b>		
LB Enfield & Jack Petchy	10,250	0
Fundraising	586	1,389
<b>Investment Income</b>		
Bank interest	36	51
Property Rent Income	17,137	21,295
Contribution to district store	0	0
<b>Total Income</b>	<b><u>28,009</u></b>	<b><u>22,735</u></b>
<b>Expenses</b>		
<b>Premises</b>		
Ground rent walker trust	100	100
Nursery Rent Commission & provisions for costs and rent increase	11,000	17,733
Electricity	2,157	3,302
Insurance (building) & water	739	967
Repairs, Renewals, Maintenance	1,165	2,623
Cleaning	2,562	2,835
Equipment	0	0
<b>Other group expenses</b>		
Contribution to camp etc	-1,015	2,572
Uniforms & badges	153	71
Grant assistance, donations		500
Minibus (Insurance, tax, etc.)	865	1,696
<b>Other scout expenses</b>		
Capitation	3,827	3,395
Beaver activities ~ income	-1,495	-872
Cub activities ~ income	-777	-1,025
Scout activities ~ income	-186	-5,200
<b>Total Expenses</b>	<b><u>19,095</u></b>	<b><u>28,697</u></b>
Net (Expense) /Income	<b><u>8,914</u></b>	<b><u>-5,962</u></b>

The statement of financial activities includes all gains and losses recognised in the year. All incoming resources and resources expended derive from continuing activities.

# BALANCE SHEET 31 August 2020

	31 <sup>st</sup> Aug 2020 Unrestricted Funds	31 <sup>st</sup> Aug 2019 Unrestricted Funds
<b>Cash Funds</b>		
Bank Current Account - Group	37,290	23,745
Bank Current Account - Scouts	24,436	22,202
Cash in hand estimated	100	100
<b>Total Cash Funds</b>	<b>61,826</b>	<b>46,047</b>
<b>Other Monetary Assets</b>		
COIF Charitable Fund (Contingency Fund)	5,897	5,862
COIF Charitable Fund (Nursery Deposit)	2,000	2,000
<b>Total Other Monetary Assets</b>	<b>7,897</b>	<b>7,862</b>
<b>Other Assets</b>		
Debtors / Accrued Income	<u>433</u>	<u>1,083</u>
<b>Non Monetary Assets for Charity's Use</b>		
Motor Vehicles	0	0
Scouting Equipment	19,631	19,631
Land and Buildings	280,000	280,000
<b>Total Non Monetary Assets for Charity's Use</b>	<b><u>299,631</u></b>	<b><u>299,631</u></b>
<b>Liabilities</b>		
Expenses Incurred But Not Invoiced & Accruals estimated	24,678	18,428
Deposit from nursery	2,000	2,000
<b>Total Liabilities</b>	<b><u>26,678</u></b>	<b><u>20,428</u></b>
<b>Total Group Assets</b>	<b><u>343,109</u></b>	<b><u>334,193</u></b>

The financial statements were approved by the Executive Committee on 10 June 2021 and signed on its behalf by:-

Stephen Smith



Group Scout Leader

Helen Tate



Treasurer

## **NOTES TO THE FINANCIAL STATEMENTS**

### **For the year ended 31 August 2020**

#### **1. Principal Accounting Policies**

##### **Accounting Convention**

The financial statements are prepared under the historical cost convention, and in accordance with applicable accounting standards. In preparing the financial statements the Group follows best practice as set out in the Statement of Recommended Practice "Accounting and Reporting by Charities" ("SORP 2005").

##### **Scope of the financial statements**

The financial statements cover the activities directly controlled by the Group.

##### **Incoming Resources**

Income is recognised in the period it is due. Donations received for the general purposes of the Group are included in the General Fund which is unrestricted. Any donations received for activities restricted by the wishes of the donor would be disclosed as such. Annual subscriptions are shown net of the amount collected for, and passed on to, the Scout Association ('Capitation'). No amounts are included in the financial statements for services donated by volunteers.

##### **Resources Expended**

Resources expended are accounted for on an accruals basis, where significant, otherwise on a cash basis. All costs have been directly attributed to one of the functional categories of resources expended in the Statement of Financial Activities. The Group is not registered for VAT and accordingly expenditure is shown gross of irrecoverable VAT.

##### **Tangible Fixed Assets**

Assets are treated as capital if they cost more than £5,000 and have a useful life of at least 3 years. All repairs and maintenance are charged directly to Income & Expenditure.

##### **Depreciation**

This is calculated to write off assets over their expected useful life as follows:

Land and buildings – no depreciation charged

Minibus – straight line over 5 years

##### **Fund Accounting**

General funds are unrestricted funds which are available for use at the discretion of the Group in furtherance of the general objectives of the Group and which have not been designated for other purposes. Designated funds comprise unrestricted funds that have been set aside for particular purposes. There are no such funds at present, but any future funds would set out the aim and use of each designated fund in the notes to the financial statements.

##### **Cash Flow Statement**

The Group has taken advantage of the exemption available to small charities not to prepare a cash flow statement.



## INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES

### 6<sup>th</sup> Southgate (Christ Church) Scout Group

I report on the accounts of the Group for the year ended 31 August 2020 which are set out on pages 1 to 11.

#### 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 43(2) of the Charities Act 1993 (the Act)) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts (under Section 43 of the Act);
- to follow the procedures laid down in the General Directions given by the Charity Commission (under Section 43(7)(b) of the Act); and
- to state whether particular matters have come to my attention

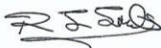
#### Basis of Independent Examiner's Report

My examination was carried out in accordance with 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 items. 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 my 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 41 of the Act; and
  - to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 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.



Robin J Smith BSc FCA  
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N21 1EJ

10 June 2021