

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 2022



## 6th Southgate (Christ Church) Scout Group

### Trustees' Annual Report for the year ended 31<sup>st</sup> August 2022

#### 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.

Marcus Ellenby	Chairman
Stephen Smith	Group Scout Leader
Shaun Rigg	Group Occasional 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	Assistant Scout Leader
Paul Coleman	Assistant Scout Leader
Daniel Ingle	Explorer Scout Leader
Joe Hickey	Secretary

#### 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 ('POR') of The Scout Association. The Group is an educational charity.

Regarding the Group Executive Committee, there have been some changes in the guidance issued by the Charities Commission and the Scout Association have decided to make some changes to the way that all Groups /Districts / Counties are governed.

The Group Executive Committee is to become a Trustee Board, with all members becoming Trustees of the Group. This body of Trustees will be responsible for the correct governance of the Group, in accordance with the Scout Association's (POR).

The Trustees Board will have a Chair, a Secretary and a Treasurer, and between 56 and 8 other members – who should be a mixture of adult leaders and Parents of Young People in the Group. This new arrangement is to be brought in as soon as possible, and should be approved at the AGM.

In practice, we already have the three main officers in place, and our current body is within the suggested size.

- 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

#### **Beavers**

From January through to March 2021 we were holding successful and well attended Zoom meetings. By April we were back to holding face-to-face meetings and it was clear the Beavers had missed being together in person. Our register remained at 9 for most of the year with a visit from St Monica's Players, taking part in Dunelm's Boxes of Joy, good attendance at Remembrance Day Parade and a talk regarding the Hatters' Namibia trips. From January through to July 2022 we averaged 10 on roll with regular help from Young Leaders and a very active Parent Rota. We held a sleepover at the hut in July which proved both successful and very popular with the whole colony taking part.

#### **Cubs**

The Cub section remains strong with over 25 Cubs on the books, a mixture of boys and girls. Cubs have taken part in sleepovers, spy camp, district St George's Day and sports day, and family camp. Cubs have done lots of activities including bell boating, games at the scout hut, campfires and art activities. They have completed a number of badges including the entertainers badge, collectors badge, athletics badge and backwoods cooking badge.

#### **Scout Troop**

The Scout Troop is a thriving successful scout troop and currently has 35+ scouts ages 10-14 and a waiting list. Over the last year the troop has provided a programme of activities and events during our regular Monday night meetings and over various weekend camps and expeditions.

The troop took 20 scouts to the Peak District for our annual summer camp In July 2022. The young people took part in climbing, Ghyll scrambling, hiking among other exciting activities.

Autumn term saw us enter 4 teams into the Chiltern 20 Hiking Competition, our younger team actually winning the junior division hiking and map reading a 12km route. Other teams navigated a 20km route and all scouts had a fantastic day. During the Winter term we held a winter camp where we visited the post office museum and took part in a Treasure Hunt around Central London using public transport. Most recently we have taken 20 scouts on their expedition camp, a weekend they have had to plan the route and their supplies for and hike with their belongings over the course of two days.

Our Monday night meetings provide a range of activities such as fire lighting, games and sports, badge work, scout values and much more. We regularly have over 30 young people attend our meetings. We also offer other activities to the scouts have this year outside of our Monday meetings such as scuba diving lessons, bowling and Kayaking to name a few.

The troop currently has 9 volunteer adults who donate a large amount of time to providing these experiences for our young people. These adults not only turn up each Monday but have to maintain a training record and attend courses to keep our young people safe.

## **Headquarters**

The lease from Walker Cricket Club has expired and hence is now carried at nil value for the buildings, and at a nominal £5,000 estimate for fixtures and fittings. However, it continues to require maintenance, both inside and out, and money has been put aside for this in future. The floor has recently been sanded and sealed, but the main hall needs painting as does the outside of the building.

## **Minibus**

A new bus was purchased during the year and continues to run well.

The trailer is jointly owned by the Hatters ESU. It was purchased with the proceeds from a collection made in memory of Daniel McMillan, a member of our Group and the Hatters who tragically died, aged 18, in a road traffic accident 2 years ago. Thanks to Daniel's family for this generous donation.

## **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**

The Group Development Plan is a working document 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 Trust, and provisions for the new lease and the associated costs have been estimated for the financial year, in addition to the previous years following initial agreement with the Walker Cricket Ground Trust.

## **Financial activities and results**

Expense exceeded income by £2,301 (2021 income exceeded expense by £20,438), being a cash operating loss of £6,815 (2021 gain £32,364) increased 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 £46,018 (2021 £63,916), a decrease of £17,898 (2021 increase £20,438). The non-

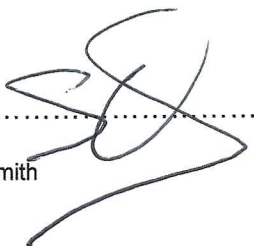
current assets have decreased by £254,035. This is mostly a result of writing down the value of the headquarters building as there is no long term lease in place at the moment. The main priority for the financial year starting 01 September 2022 is to continue to maintain the group facilities to a good standard.

In light of that, contingent liabilities are estimated at £70,850 (2021 nil) being estimates of work pending for the HQ. Once the new lease has been signed, work will commence over a three year period.

### **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

20 June 2023

**Statement of Financial Activities  
For the year ended 31 August 2022**

	12 months to 31 August 2022	12 months to 31 August 2021
<b>Income</b>		
<b>Grants</b>		
LB Enfield & Jack Petchy	3,267	21,444
Fundraising	418	0
<b>Investment Income</b>		
Bank interest	-33	1
Property Rent Income	24,749	20,055
Contribution to district store	0	0
<b>Total Income</b>	<u>28,401</u>	<u>41,500</u>
<b>Expenses</b>		
<b>Premises</b>		
Ground rent walker trust	100	100
Nursery Rent Commission & provisions for costs and rent increase	12,500	11,000
Electricity	2,832	3,066
Insurance (building) & water	910	739
Repairs, Renewals, Maintenance	1,782	1,147
Cleaning	3,293	2,694
Equipment		
<b>Other group expenses</b>		
Contribution to camp etc	13,582	2,445
Uniforms & badges	713	383
Grant assistance, donations	86	0
Minibus (Insurance, tax, etc.)	8,307	3,476
<b>Other scout expenses</b>		
Capitation	3,018	2,883
Beaver activities ~ income	-3,202	-1,643
Cub activities ~ income	-2,720	-3,087
Scout activities ~ income	-10,499	-2,141
<b>Total Expenses</b>	<u>30,702</u>	<u>21,062</u>
<b>Net Loss (Income)</b>	<u><b>-2,301</b></u>	<u><b>20,438</b></u>

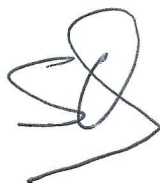
The statement of financial activities includes all gains and losses recognised in the year.  
All incoming resources and resources expended derive from continuing activities.

## BALANCE SHEET 31 August 2022

	31 <sup>st</sup> Aug 2022 Unrestricted Funds	31 <sup>st</sup> Aug 2021 Unrestricted Funds
<b>Cash Funds</b>		
Bank Current Account - Group	49,579	67,356
Bank Current Account - Scouts	37,668	26,733
Cash in hand estimated	100	100
<b>Total Cash Funds</b>	<b>87,347</b>	<b>94,189</b>
<b>Other Monetary Assets</b>		
COIF Charitable Fund (Contingency Fund)	5,925	5,898
COIF Charitable Fund (Nursery Deposit)	2,000	2,000
<b>Total Other Monetary Assets</b>	<b><u>7,925</u></b>	<b><u>7,898</u></b>
<b>Other Assets</b>		
Debtors / Accrued Income	<b><u>433</u></b>	<b><u>433</u></b>
<b>Non Monetary Assets for Charity's Use</b>		
Motor Vehicles	15,596	0
Scouting Equipment	25,000	19,631
Land and Buildings	5,000	280,000
<b>Total Non Monetary Assets for Charity's Use</b>	<b><u>45,596</u></b>	<b><u>299,631</u></b>
<b>Liabilities</b>		
Expenses Incurred But Not Invoiced & Accruals estimated	47,687	36,604
Deposit from nursery	2,000	2,000
<b>Total Liabilities</b>	<b><u>49,687</u></b>	<b><u>38,604</u></b>
<b>Total Group Assets</b>	<b><u>91,614</u></b>	<b><u>363,547</u></b>

The financial statements were approved by the Executive Committee on 20 June 2023 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 2022

### 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.

**NOTES TO THE FINANCIAL STATEMENTS (Continued)**  
**For the year ended 31 August 2022**

<b>2. Tangible Fixed Assets</b>	31 Aug 22	31 Aug 21
Motor Vehicles	15,596	0
Scouting Equipment	25,000	19,631
Land and Buildings	5,000	280,000

A new minibus was purchased, together with a trailer for use at camp.

Cost of minibus	19,495
Depreciation charged in 2022	(3,899)
Value in the accounts	<u>15,596</u>

The Group owns camping and other equipment purchased over a number of years. The camping equipment and other equipment is estimated at £25,000. Previously this had been kept at historic cost.

The Group had a 21 year lease dated 17 November 1997 on land at the Walker Cricket Ground, Southgate. The wooden Headquarters building and a concrete built garage / store were insured during the financial year at £339,408 and £53,640 respectively.

A new lease is currently being discussed with the Walker Cricket Ground Trust. The ownership of the buildings may be transferred as a condition of entering into the new lease. When the lease is agreed, the valuation of the buildings will be reviewed. As at 31 August 2022, the fixtures and fittings have been estimated at £5,000.

The above are currently insured for the current cost of rebuilding, which is estimated to be higher, via a policy managed by the Walker Cricket Ground Trust together with other buildings on the Walker Ground.

**3. Debtors**

Due from St Monica's Players	433	433
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**4. Creditors**

Sundry	47,687	36,604
Deposit from nursery	2,000	2,000

The sundry creditors and accrued costs include significant refurbishment expenses, the work to be undertaken when the new lease has been agreed.

**5. Commitments and contingent liabilities**

At the balance sheet date there were commitments to the Walker Cricket Ground Trust for unbilled water, insurance and ground rent, for which reasonable accruals have been made, and £70,850 contingent liabilities (2020 : £nil). A reasonable estimate has been made for the expected costs of renegotiating the lease and accruals have been made to back-date the additional costs. The contingent liabilities are in respect of planned maintenance to the headquarters which are pending finalisation of the new lease.

## 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 2022 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  
Chartered Accountant  
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N21 1EJ

20 June 2023