

# 6th Eastcote Scout Group

## Trustees' Annual Report & Accounts

for the period  
1st April 2021 to 31st March 2022



### Section A – Reference and Administration Details

#### CHARITY DETAIL

Charity Name	6 <sup>th</sup> Eastcote Scout Group
Charity Registration Number	303710
Contact Name and Address	Roy Lanning 5 Thellusson Way Rickmansworth, Hertfordshire, WD3 8RB
Group Registration Number with the Scout Association	28114

#### TRUSTEES: Ex-Officio - Appointment

	Name
Group Scout Leader	Roy Lanning
Scout Leader	James Day
Chair	Tracy Lofty
Treasurer	Janet Fisher

#### TRUSTEES: Elected - Appointment

	Name	
Secretary	Lisa Ford	
	Mark Barnes	to 30/09/2021
	Cheryl Evans	
	Katie Evans	
	Warren Gay	
	Phillip Skingsley	to 30/09/2021

# 6th Eastcote Scout Group Trustees' Annual Report for the year ended 31st March 2022

## Section B – Structure, Governance and Management

### General

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.

Trustees are appointed in accordance with the Policy, Organisation & Rules of The Scout Association.

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.

During the 2021 - 2022 financial year the Committee comprised 6 independent representatives, the Chair, Treasurer, Group Secretary and 3 elected members, together with the Group Scout Leader and individual section leaders

The Group Executive Committee exists to support the Group Scout Leader in meeting the responsibilities of running the Scout Group 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 those who are elected

### 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 2 signatories for all payments and comprehensive insurance policies to ensure that insurable risks are covered.

## Section C – 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.

**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

### The Group's Sections

Following the lockdowns **All sections of the Group** have survived and are very much still in business.

They continued to provide regular, interesting activities by making use of Zoom and then, as restrictions were lifted, were able to continue with face to face meetings at the Scout Hut

Unfortunately, both the St. George's Day Parade and the annual Remembrance Day Parade in Eastcote were cancelled.

The 5<sup>th</sup> Eastcote Beavers and Cubs have now been fully integrated into the 6<sup>th</sup> Eastcote Scout Group by the creation of two new sections. These new sections have been given 'Shackleton' theme names, the Nimrod Beaver Colony and the Quest Cub Pack.

**The Beavers** took part in a Quiz night and Badger's Woolly Hat Walk, both of which were District events.

**The Cubs** took part in a District Quiz night on Zoom and attended the Swimming Gala, where they were the runners up by just one point. They also participated in the Cub hike.

**The Scouts** were unable to take part in any District events in the early part of the year due to Covid. And, unfortunately, Summer Camp had to be cancelled. But later on in the year, when restrictions had eased, our Scouts were able to take part in the January Chilly Goat camp and the Swimming Gala.

### **Group Executive Committee**

The Group has again been treading water on all fronts during these times of uncertainty.

The Group Executive Committee has made one major purchase during the year, a new wooden gazebo for the entrance. This now provides parents dropping off or picking up Beavers, Cubs or Scouts with much needed protection from the worst aspects of the English weather.

This was partly funded from grant monies awarded by our local ward councillors. The Group would like to express its thanks to our ward councillors and the Borough of Hillingdon.

## **Section E – Financial Review**

### **Financial Position**

The Group's annual income exceeded its expenditure during the year and its monetary assets at the year end exceeded its loan liability.

The full integration of the 5<sup>th</sup> Eastcote meant that its reserves of £2,500 were transferred to the 6<sup>th</sup> Eastcote and became part of the 6<sup>th</sup> Eastcote's monetary assets.

### **Financial Impact of Covid and Lockdowns**

As was the case in the previous financial year, Covid and lockdowns reduced both our expenditure and our normal income. Fortunately we were once again able to obtain Government support grants and this means that there was no deficit for the year, 2021-22. Without these grants we would have seen a deficit of £3,440

The Group would therefore like to express its thanks to the Government for providing this funding, which leaves the 6<sup>th</sup> Eastcote in a secure financial position and enables it to continue its activities.

### **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 held reserves of approximately £25,750 at the year end, this being the amount by which the Group's monetary assets exceeded its loan liability.

### **Investment Policy**

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 at the Charities Aid Foundation Bank Ltd, which is regulated by the Financial Conduct Authority. Deposits are covered by the Financial Services Compensation Scheme (FSCS).

## **Section F – Other Optional Information**

### **Leaders**

The Group has maintained its Leaders in all sections and the Group is running smoothly. The linking and the Going Up ceremonies between the sections worked well using Zoom.

## **Section G – Declaration**

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

Signed on behalf of the charity's trustees

Signature	.....	.....
Full name	Tracy Lofty	Janet Fisher
Position	Chair	Treasurer

Date .....

**6th Eastcote Scout Group  
Receipts  
for the period 1st April 2021 to 31st March 2022**

	<b>This Year £</b>	<b>Previous Year £</b>
MEMBERSHIP SUBSCRIPTIONS	5,754.50	2,425.00
Less paid	<u>(1,879.50)</u>	<u>(2,415.00)</u>
	3,875.00	10.00
INVESTMENT INCOME RECEIVED		
Bank Interest	<u>2.99</u>	<u>0.00</u>
DONATIONS/GRANTS		
Miscellaneous Donations	575.00	270.00
Transfer of monies from 5 <sup>th</sup> Eastcote Scout Group	2,500.00	
HMRC Gift Aid Tax refund	657.81	696.93
Grants	<u>14,367.00</u>	<u>14,860.00</u>
	18,099.81	15,826.93
ACTIVITIES		
Beaver Colony	55.00	
Cub Pack	72.00	
Scout Troop, General	1095.00	
Scout Troop Summer Camp	430.00	280.00
Group and Miscellaneous	<u>240.00</u>	<u>100.00</u>
	1,892.00	£380.00
FUND RAISING (gross)		
General		40.00
Headquarters Rental	<u>1,145.00</u>	<u>40.00</u>
	1,145.00	80.00
SUNDRY INCOME		
Tee Shirts	175.00	
Hoodies	292.00	
Leader Uniforms	15.00	20.00
Badges		
HQ Maintenance	<u>482.00</u>	<u>20.00</u>
	482.00	20.00
TOTAL RECEIPTS FOR THE YEAR	<u>25,496.80</u>	<u>16,316.93</u>

**6th Eastcote Scout Group  
Payments  
for the period 1st April 2021 to 31st March 2022**

	This Year £	Previous Year £
<b>PREMISES</b>		
Gas	817.98	398.23
Electricity	564.14	268.09
Water	817.46	
Rent and Rates	540.00	540.00
Insurance	1,001.29	970.85
Maintenance	7,145.19	250.00
	<u>10,886.06</u>	<u>2,427.17</u>
 <b>DONATIONS/GRANTS</b>		
Miscellaneous Donations	<u>                    </u>	<u>                    </u>
 <b>ACTIVITIES</b>		
Beaver Colony	149.86	23.00
Cub Pack	137.15	
Scout Troop, General	1,125.46	
Scout Troop, Summer Camp	350.00	1,050.00
Group and Miscellaneous	89.28	207.43
	<u>1,851.75</u>	<u>1,280.43</u>
 <b>FUND RAISING EXPENSES</b>		
General	20.00	120.00
Social	<u>                    </u>	<u>                    </u>
	20.00	120.00
 <b>ADMINISTRATION EXPENSES</b>		
General	61.17	115.05
Bank fees	96.50	69.50
	<u>157.67</u>	<u>184.55</u>
 <b>EQUIPMENT EXPENSES (QM STORES)</b>		
New Equipment		
Consumables		8.89
		<u>8.89</u>
 <b>OTHER EXPENSES</b>		
Loan Repayment	325.00	325.00
Tee Shirts	175.88	
Hoodies	360.80	
Badges	513.00	178.97
Leader Uniforms	225.00	114.00
Miscellaneous	49.50	
	<u>1,649.18</u>	<u>617.97</u>
 <b>TOTAL PAYMENTS FOR THE YEAR</b>	 <u>14,564.66</u>	 <u>4,639.01</u>

**6th Eastcote Scout Group  
Receipts & Payments Account  
for the period 1st April 2021 to 31st March 2022  
Summary**

	<b>This Year £</b>	<b>Previous Year £</b>
Total receipts for the year (see page 4)	25,496.80	16,316.93
Total payments for the year (see page 5)	<u>14,564.66</u>	<u>4,639.01</u>
Net receipts (payments) for the year (See note 1)	10,932.14	11,677.92
Cheques issued in previous year		
Cheques issued but not cleared		
Cash, bank and similar funds brought forward	<u>18,083.45</u>	<u>6,405.53</u>
Cash, bank and similar funds carried forward	<u>29,015.59</u>	<u>18,083.45</u>

**6th Eastcote Scout Group  
Statement of Assets & Liabilities  
at 31st March 2022**

	<b>This Year £</b>	<b>Previous Year £</b>
<b>MONETARY ASSETS</b> Cash, bank and similar funds		
Cash	0.00	0.00
Funds banked but not yet credited to Current Account	0.00	0.00
Bank Current Account	5,987.79	18,083.45
Bank Savings Account	<u>23,027.80</u>	
(See Note 1)	29,015.59	18,083.45
<b>OTHER MONETARY ASSETS</b>		
Debts Due to Group		
<b>INVESTMENT ASSETS</b>		
<b>NON-MONETARY ASSETS</b> Assets for Charity's own use Scouting Equipment, furniture etc.	23,927.00	23,118.00
<b>LIABILITIES</b> Those due within one year		
Cheques Issued but not cleared		
Expenses incurred not yet paid		
Loans	325.00	325.00
<b>LIABILITIES</b> Those payable after one year		
Loans	3,250.00	3,575.00
Other Long term liabilities	0.00	0.00

Note 1: "This Year's" values include £2,500 transferred from the 5<sup>th</sup> Eastcote Scout Group

**Declaration**

The trustees declare that they have approved the above Receipts and Payments Account and the Statement of Assets and Liabilities

Signed on behalf of the charity's trustees

Signature	.....	.....
Full name	Tracy Lofty	Janet Fisher
Position	Chair	Treasurer

Date .....

## Scrutineer's Report to the Trustees of the 6th Eastcote Scout Group

I report on the accounts of the Group for the year ended 31st March 2022

### 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/District's constitution, I have scrutinised the records and the accounts set out on pages 1 to 6

### Scrutineer's Statement

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

Chuan Luo, FCCA

Signature:  .....

Date: ..... 02/06/2022