



# Preparing young people with skills for life

**1st Osterley Scout Group -  
Annual Report & Accounts  
for the year ended 31<sup>st</sup>  
March 2022**



# 1<sup>ST</sup> OSTERLEY SCOUT GROUP

Annual Report and Statements of Account to 31<sup>st</sup> March 2022

Registered Charity Number: 303743  
Group Registration No. with The Scout Association: 1735

Principal Address: 61 Osterley Road, Isleworth, TW7 4PW

## Trustees:

### Ex-Officio

Chairperson	Paul Dickson
Vice Chairperson	Tony Marriott
Group Scout Leader	Jane Bourne
Secretary	Inez O'Hara
Cub Scout Leader – Enterprise	Valerie May
Cub Scout Leader - Endeavour	Andrew Logan
Beaver Scout Leader – Kit	Julie Stewart
Scout Leader	Joshua Willingham
Centaur Explorer Scout Leader	Chiara Johnson
Assistant Cub Scout Leader – Enterprise	Nicola Collis
Assistant Cub Scout Leader – Enterprise	Stephen McGinty

### Elected Members

Treasurer	Vacant
Committee Member	Tracey Kidd
Committee Member	Tony Smith
Committee Member	Pam Cole
Committee Member	Christine Powell
Committee Member	Annette Dickson
Committee Member	Antonia Owens

### Nominated Members

Committee Member	Kieran Griffin
Committee Member	Alison Shephard
Committee Member	Tony Ship
Committee Member	Suzy O'Brien

### Accountants

Numbers Associates  
Maple House  
High Street, Potters Bar  
Herts EN6 5 BS

## STRUCTURE GOVERNANCE AND MANAGEMENT

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.

The Trustees are appointed in accordance with the Policy, Organisation and 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.

The Committee consists of three independent representatives, Chair, Treasurer and Secretary together with the Group Scout Leader, individual section leaders (if opted to take on the responsibility) and parents representation and meets every two 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 those who are elected.

### **Risk and Internal Control**

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 Association's 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 Committee could raise the value of subscriptions to increase the income to the group on an ongoing basis, either temporarily or permanently.

Reduction or loss of leaders. The group is totally reliant upon volunteers to run and administer the activities of the group. If there was a reduction in the number of leaders to an unacceptable level in a particular section, or the group as a whole, then there would have to be a contraction, consolidation or closure of a section. In the worst case scenario the complete closure of the Group.

Reduction or loss of members. The Group provides activities for all young people aged 6 to 18. If there was a reduction in membership in a particular section or the group as whole then there would have to be a contraction, consolidation or closure of a section. In the worst case scenario, the complete closure of the Group.

## **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 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.

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.

## **ACHIEVEMENTS AND PERFORMANCE**

1<sup>st</sup> Osterley Scout Group has a long and honourable tradition of providing an outstanding scouting programme for young people aged 6 to 25 in the local community. The Group has been established since 1928 and in the current premises since 1954.

1<sup>st</sup> Osterley Scout Group delivers Scouting to over 200 young people every week. Scouting exists to actively engage and support young people in their personal development, empowering them to make a positive contribution to society. Our exciting programmes across Beaver Scout, Cub Scout, Scout, and Explorer Scout sections, give young people from 6 to 25 the opportunity to experience and understand other cultures, and challenges them to try new activities and outdoor experiences.

The Beaver Scout, Cub Scout and Scout Sections continue to function at full capacity thanks largely to a fantastic volunteer leadership team. Outdoor activities figure significantly in all Sections with overnight residential experiences offered to all.

This year has seen a slow recovery since the period of Covid with finances and attendance numbers recovering to pre-covid levels. However, when considering the financial situation, if we exclude the generous donations of £5,994 the group would have made a loss of £3,485 of income less expenditure.

## **FINANCIAL REVIEW**

### **Investment Policy**

The Group does not have sufficient funds to invest in longer term investments. The Group has, therefore, adopted a risk adverse strategy to the investment of its funds. All funds are held in cash using only mainstream banks or building societies.

### **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 12 months running costs, circa £30,000.

The Group held reserves of approximately £100,558 at this year end, however approximately £28,077 sits in designated funds for the redevelopment of the Scout Centre.

### **DECLARATION**

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

## 1ST OSTERLEY SCOUT GROUP

### ACCOUNTANTS' REPORT

Report to the trustees of the 1st Osterley Scout Group on the Accounts for the year ended 31 March 2022 as set out on pages 4 to 5.

#### **Responsibilities of the Group and the Accountant**

The charity trustees consider that an audit is not required for the year in accordance with S.28 of the Charities Act 2006 and that an independent examination is required.

It is our responsibility to :

- Examine the accounts and follow the procedures in accordance with the general directions given by the Charity Commission.
- To state whether particular matters have come to our attention.

#### **Basis of this report**

Our examination was carried out in accordance with the general directions given by the Charity Commission. This includes a review of the accounting records kept by the charity and consideration of any unusual items or disclosures in the accounts with supporting explanations from the trustees. The procedures undertaken do not provide all the evidence required for an audit, and consequently we do not express an audit opinion on the view given by the accounts.

#### **Accountants' Report**

We hereby certify the annexed accounts, which is unaudited, to be in accordance with the books, vouchers, information and explanations presented to us.

Numbers Associates Ltd  
Chartered Certified Accountants  
Suite H, Hollies House  
230 High Street  
Potters Bar  
EN6 5BL

Dated: 09-Sep-22

**1st Osterley Scout Group**  
**Statement of Financial Activities (including Income & Expenditure Account)**

For the Year Ended 31 March 2022

	Unrestricted funds	Restricted funds	2022	2021
	£	£	£	£
<b>INCOMING RESOURCES</b>				
Subscriptions	17,580		17,580	14,573
Less: Membership subscriptions paid	-5,130		-5,130	-6,975
	12,450		12,450	7,599
Transfer to restricted funds			0	0
Donations	5,994		5,994	8,363
Rent	0		0	0
Badges & Uniforms	20		20	15
Bazaar	0		0	0
Fundraising	1,259		1,259	136
Bank interest	6		6	27
Sundry receipts	160		160	0
Receipts for specific outings	0		0	0
Camps/Activities Income	13,955		13,955	13,354
Gift Aid	1,091		1,091	5,158
Grant	0		0	12,917
Minibus	798		798	0
Youth programme activities	2,348		2,348	0
<b>Total Incoming Resources</b>	<b>38,081</b>	<b>0</b>	<b>38,081</b>	<b>47,568</b>
<b>Resources Expended</b>				
Premises:				
Rate & water	79		79	0
Electricity	996		996	839
Insurance	4,364		4,364	1,335
Repairs, Renewals & Maintenance	3,548		3,548	3,132
Camping Equipment Purchase	1,938		1,938	0
HQ Buildings Works	0		0	7,397
Youth programme and activities	4,293		4,293	657
Adult support and training	24		24	0
Accountancy fee	510		510	420
AGM and trustee expenses	267		267	0
Group activities	10,518		10,518	13,672
Fundraising costs	0		0	0
Printing & Stationery	403		403	164
Motor Vehicles Depreciation	3,524		3,524	3,524
Camping Equipment Depreciation	0		0	697
Computer Equipment Depreciation	209		209	210
Mini Bus & Van expenses & Insurance	3,158		3,158	5,359
Profit on Mini Bus Disposal	0		0	0
Sundry expenses	204		204	104
Badges & Uniforms	1,536		1,536	1,111
Restricted Funds				
<b>Total resources Expended</b>	<b>35,571</b>	<b>0</b>	<b>35,571</b>	<b>38,620</b>
Net Receipts/(Expenditure)			2,509	8,948
Total funds brought forward			419,809	410,861
Restricted Funds		0	422,319	419,809
<b>Total Funds Carried Forward</b>			<b>422,319</b>	<b>419,809</b>

**1ST OSTERLEY SCOUT GROUP**  
**BALANCE SHEET as at: 31-March-22**

	<u>2022</u>		<u>2021</u>	
	£	£	£	£
<b>Fixed Assets</b>				
Freehold land at cost		52		52
HQ building & Improvements at insured value		255,658		255,658
Garages at insured value		35,000		35,000
Canoe shed at insured value		21,731		21,731
Covered area at insured value		3,904		3,904
General HQ contents at insured value		0		0
Computer Equipment	N.B.V	0		209
Motor Vehicles	N.B.V	6,167		9,691
		<u>322,512</u>		<u>326,245</u>
<b>Current Assets</b>				
Prepayments	350		350	
Accrued Income	0		2,400	
Cash at bank and in hand	<u>100,558</u>		<u>91,824</u>	
	100,908		94,574	
<b>Creditors – Amounts falling due</b>				
within one year				
Accruals	1,100		1,010	
Deferred Income	<u>0</u>		<u>0</u>	
	1,100		1,010	
<b>Net Current Assets</b>		99,808		93,564
<b>Liabilities</b>		<u><u>422,319</u></u>		<u><u>419,809</u></u>
<b>Unrestricted Funds</b>				
General		360,469		357,959
Restricted Funds		61,850		61,850
		<u><u>422,319</u></u>		<u><u>419,809</u></u>