

1st HOOK SCOUT
GROUP

TRUSTEES' ANNUAL REPORT
AND ACCOUNTS FOR THE
YEAR ENDED

31ST MARCH 2022

FOUNDED 1923
REG. No. 5981
REGISTERED CHARITY No. 303752

**TRUSTEES' REPORT AND ACCOUNTS FOR THE YEAR
ENDED 31st MARCH 2022**

CONTENTS:

	Page
Group Details	3
Structure, Governance and Management	4
Objectives and Activities	4
Major Activities and Achievements in the Year	5
Financial Review	6
Receipts and Payments Account	7
Statement of Assets and Liabilities	9
Notes to the Accounts	10
Independent Examiner's Report	12

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

Signed on behalf of the charity's trustees



J FINDLAY, GROUP CHAIR



S THOMPSON, ACTING GROUP SCOUT LEADER

A. GROUP DETAILS

Life President:	Mr A Edwards
Trustees: <i>Ex-Officio</i> - Appointment	Name:
Group Scout Leader	Mr F Lang (to May 2022)
Group Chair	Mrs J Findlay
Group Secretary	Mrs P Thompson
Group Treasurer	Mr C Stevenson
Scout Leader	Vacant
Cub Scout Leader (Spitfire)	Mr C Mould
Cub Scout Leader (Hurricane)	Mrs C Atkinson
Beaver Scout Leader (Cheyenne/Navaho)	Mrs A-M Howells
Band Leader	Vacant

Trustees: *Nominated / Elected*

Mr A Edwards	Mr D Nune
Mr D Perrins	Mr D Wright

Trustees: *Co-opted*

Mr R Hackett	Mr S Thompson
--------------	---------------

Bankers: Barclays Bank PLC,
6 Clarence Street, Kingston upon Thames, Surrey, KT1 1NY

Examiner: Mr D Sadler

Group Registration Number with The Scout Association: 5981

Charity Registration Number: 303752

B. STRUCTURE, GOVERNANCE AND MANAGEMENT

The Scout Group is a trust administered under the rules which are common to all Scout Association Groups. Group Trustees are appointed in accordance with the Policy, Organisation & Rules of the Scout Association.

The Group is managed by the Group Executive Committee. The Committee consists of 3 independent representatives, Chair, Treasurer and Secretary together with the Group Scout Leader, individual section leaders and parents' representation and meets once a month.

The Group 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 raising of funds and 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 subcommittees that may be required;
- appointing Group administrators and advisors other than those who are elected.

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

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 national and international communities. The method of achieving this is by providing an enjoyable and attractive scheme of progressive training, based on the Scout Promise and Law and guided by adult leadership.

D. MAJOR ACTIVITIES & ACHIEVEMENTS IN THE YEAR

First I would like to thank Fergus on behalf of the leaders and the Group Executive for his role as GSL over the last 8 years; especially through the last 2 years guiding the Group through the health pandemic and all the restrictions that were brought in to protect both the leaders and the young people.

Since last year's AGM Covid 19 restrictions have still been having an effect on how the sections operated and ran events. During August 2021 restrictions were temporarily lifted and camping was permitted but with guidance on social distancing. The Troop managed to get away for a short summer camp at Bentley Copse, the Explorer unit joined up with other units across the District and attended the District Explorer Camp at Gilwell Park and the Beavers also managed a sleepover at the HQ in September where the theme for the weekend was "Circus Skills".

In September we were able to restart in the new normal with face-to-face meetings again and all our sections restarted. Unfortunately Covid 19 hit again at Christmas and all end of year parties and celebrations had to be cancelled. By mid-January we were given the Green light, restrictions were lifted and Scouting returned to the new normal, which meant that all the usual evening activities and planning for camps could now go ahead.

Unfortunately during these unusual times of restrictions our leadership team has faced changes and some leaders have changed sections and some have had to put Scouting on the back burner for the time being and step away from their leadership role. Our Apache Beaver Colony has had to close due to lack of numbers and the Band has been hit hard due to a combination of restrictions, the lack of visibility across the Group and some of our young people moving onto university. The Band is slowly re-building again and we have a team of 9 leaders who are recruiting and rebuilding the Band. If you have a musical talent and would like to help these young people and can spare some time on a Monday evening it would be very much appreciated.

Numbers are now building and all sections are thriving again with camps and sleepovers being scheduled in again. In February the Beavers were at Walton Firs for a sleepover, this time the theme was "Great Adventure", Spitfire have attended the Evolution camp at Cirencester Park and Hurricane are planning their camp for September. The Troop have managed 4 camps already this year Tenderfoot, Easter, Bethesda, Strategy and plans are in place for this year's summer camp. The Explorer Unit will again be joining up with the other units across the District for their District Explorer Summer Camp. However to keep this momentum going we need the help from you as parents to come and help at our section meetings, you never know you may enjoy it and go into uniform, it is a great thing to have on your CV. You can help at the section your son or daughter attends or if you prefer another section within the group; please talk to the leaders in the Group and offer your help where you can, section meetings, working & maintenance mornings or by becoming a member of our Group Executive.

During all of this disruption there have also been selection events for the 25th World Scout Jamboree in South Korea in 2023 for both adults and young people. Congratulations go to Matthew Cheyette, Jamboree Contingent Leader, Benjamin Brown, Adrian Dolata, Amber Hicks from Troop and James Finch and Abigail Stapley from Explorers. Ed Hackett and Orla Newbery have been selected for the International Support Team (IST). I, and the Group, wish you all the best on an interesting journey and a fantastic experience.

Our Group Executive have been working hard in the background ensuring that the HQ is kept to a good standard. The heating has continued to be up dated as part of the 3 year plan and new radiators have now been purchased to be installed in the main hall over the summer.

We are in the process of arranging cavity wall insulation to be installed over the summer break. The next step will be to look at the roof area and have a thermal barrier also installed. All of this will result in the new heating working more efficiently and reduce our fuel bills. Another project that is being looked at is the installation of a climbing wall on the end wall of the HQ; this is in its early stages at present gathering information and quotations. Our Transport is under review again as the white minibus is getting old and costing us money to keep it on the road. **THANK YOU** to our Group Executive for keeping the groups assets all in order so that the young people can carry on enjoying their Scouting.

So all in all the Group is in good shape and all sections are getting back to the new normal with badges and awards being achieved again. A **REALY BIG THANK YOU** to all the leaders and the Group Executive for riding the storm, for keeping in touch with all our young people through Zoom and keeping a fun programme running.

Finally the Group will be celebrating its 100th Birthday in 2023 and we will be planning some additional events to celebrate this mile stone. I will be looking for additional parent support to help co-ordinate and run these events.

Stuart Thompson
Acting Group Scout Leader

E. FINANCIAL REVIEW

The financial position of the Group, is contained in the Statement of Assets and Liabilities and Receipts and Payments account on the next three pages, with accompanying Notes following.

Face to face Scouting activities resumed in spring 2021 with restrictions gradually lifted over the following 12 months. Fundraising resumed in late 2021 with trolley collections at Chessington Garden Centre and the Group benefited from £16,000 of Covid support grants.

With membership subscriptions resuming, fundraising returning, the grants received and business rates payments continuing at a reduced rate, the Group has been able to maintain investment in the building, both on repairs and maintenance and in new equipment.

In summary, the Group's Unrestricted Cash Funds increased by £4,347 in the year, to £90,036. There were no Restricted Cash Funds at 31 March 2022.

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 minimum sum equivalent to 12 months normal running costs, circa £15,000-£20,000. A review of the financial position of the Group is carried out during the year at committee meetings. Funds greater than the minimum level are reviewed regularly in conjunction with potential future commitments on property, transport and equipment repairs and improvement.

The accounts have been drawn up on the receipts and payments basis which is consistent with the previous years and with the Charity registration requirements. No funds are in deficit.



1st HOOK SCOUT GROUP



Receipts and Payments Account for the year ended 31st March 2022

Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £ Note 13	Total funds to the nearest £	Last year to the nearest £
Receipts				
Donations, legacies and similar income				
Membership subscriptions	29,082	0	29,082	4,473
Less: Membership subscriptions paid on	(8,910)	0	(8,910)	(5,904)
Net Membership subscriptions retained	20,172	0	20,172	(1,431)
Legacies and Donations	2,346	0	2,346	1,027
Gift Aid	0	0	0	4,981
Sub total	22,518	0	22,518	4,577
Grants				
Royal Borough of Kingston	16,000	0	16,000	42,136
Petchey awards	0	1,500	1,500	250
Sub total	16,000	1,500	17,500	42,386
Fundraising (gross)				
Use of hall	2,887	0	2,887	331
Beer festivals	2,943	0	2,943	1,407
Garden Centre collections	2,613	0	2,613	0
Other fundraising events	1,187	0	1,187	1,023
Sub total	9,630	0	9,630	2,761
Investment income				
Bank interest	0	0	0	1
Building Society interest	24	0	24	24
Sub total	24	0	24	25
Total Gross Income	48,172	1,500	49,672	49,749
Asset and investment sales	0	0	0	0
Total Receipts	48,172	1,500	49,672	49,749

Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Total funds to the nearest £	Last year to the nearest £	
Payments					
Charitable payments					
Programme and activities	1,345	500	1,845	5,129	Note 5
Programme and activities - after 31/3/22 (net)	(3,774)	0	(3,774)	0	Note 5
Training and administration	475	0	475	242	
Bank charges	120	0	120	59	
Insurance (excluding minibus insurance)	5,563	0	5,563	5,989	
Gas	1,216	0	1,216	1,142	
Electricity (net of solar panel rebate)	(33)	0	(33)	(1,019)	
Water	0	0	0	153	
General rates	451	0	451	0	
Telephone and internet	854	0	854	816	
Cleaning	1,275	0	1,275	690	Note 6
Repairs and renewals	5,592	0	5,592	473	Note 7
Materials and consumables	109	0	109	144	
Minibuses	3,084	0	3,084	1,550	Note 8
Repayment of loan from District (minibus)	0	0	0	5,000	Note 4
Sub total	16,277	500	16,777	20,368	
Fundraising expenses					
Beer festivals	2,590	0	2,590	0	
Other fundraising events	16	0	16	0	
Sub total	2,606	0	2,606	0	Note 3
Total Gross Expenditure	18,883	500	19,383	20,368	
Asset and investment purchases					
Building and equipment	23,434	1,000	24,434	10,050	Note 9
Camping stores	1,508	0	1,508	501	
Sub total	24,942	1,000	25,942	10,551	
Total Payments	43,825	1,500	45,325	30,919	
Transfers between funds	0	0	0	0	
Net of receipts/(payments)	4,347	0	4,347	18,830	
Cash funds last year end	85,689	0	85,689	66,859	
Cash funds this year end	90,036	0	90,036	85,689	

Statement of assets and liabilities at the end of the year

	At 31/03/22			At 31/03/21
	Unrestricted funds	Restricted funds	Total funds	Total funds
	to nearest £	to nearest £	to nearest £	to nearest £
Cash funds				
Bank current accounts - Barclays Bank	84,251	0	84,251	80,122
Bank deposit account - Barclays Bank	3	0	3	3
Cash boxes	395	0	395	813
Building society account - Monmouthshire BS	5,387	0	5,387	5,363
	90,036	0	90,036	86,301

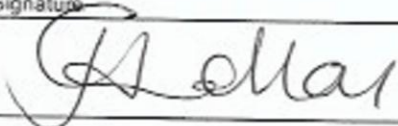
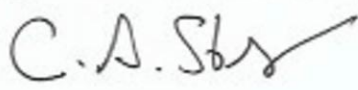
Assets retained for the charity's own use

	Value		
	31/03/2022	31/03/2021	
Land and buildings	2,091,219	1,894,220	Note 10
HQ equipment	72,495	66,448	Note 11
Camping and band equipment	84,221	77,196	Note 11
Vehicles	31,000	31,000	Note 12
	2,278,935	2,068,864	

Liabilities

	31/03/2022	31/03/2021	
Amounts received in advance for camps / other activities	4,075	0	Note 5
	4,075	0	

The above receipts and payments account and statement of assets and liabilities were approved by the Trustees on 6th July 2022 and signed on their behalf by:

Signature	Name	Role
	Julie Findlay	Chair
	Colin Stevenson	Treasurer

NOTES TO THE ACCOUNTS

Note 1 Gift aid

Gift Aid receipts of £4,981 in 2020/21 related to tax years 2019/20.
Gift Aid for tax year 2020/21 (and 2021/22) are still reclaimable from HMRC.

Note 2 Grants

Patchey Awards totalling £1,500 were received during the year. Monies received are spent on equipment or activities of the award winner's choosing.
Where grants are awarded for specific use, their receipt and use are shown within Restricted Funds.

Note 3 Fundraising

Due to the timing of fundraising events, particularly those near each year end, receipts and payments in a particular year do not always reflect the financial performance of the individual event as the costs or receipts may be in two different financial years.

Fundraising activities were remained curtailed in 2020/21 due to the restrictions applied as a result of the pandemic.

'Other' Group fundraising events comprise online shopping donations (£158), 100+ Club (£355), matched funding (£158), clothes donations (£476) and Beaver fundraising (£25).

Note 4 Loans

Loan for purchase of minibus

Balance at 1 April
Repayments in year
Balance owed at 31 March

	2021/22 £	2020/21 £
	-	5,000
	-	(5,000)
	-	-

Note 5 Programme and Activities

		2021/22			2020/21		
		Receipts £	Payments £	Net £	Receipts £	Payments £	Net £
Activities	Sections	2,142	(4,188)	(2,046)	480	(2,479)	(1,990)
	Band	88	(85)	23	0	0	0
Camps and sleepovers		2,690	(2,512)	178	150	(939)	(789)
		4,920	(6,765)	(1,845)	630	(3,418)	(2,778)
Future events*		4,075	(301)	3,774	0	0	0
Explorer belt refunds		0	0	0	0	(2,350)	(2,350)
		8,995	(7,066)	1,929	630	(5,768)	(5,129)

* Future events include cub pack camps, troop camps and NBF camp, all held after 31 March 2022, for which monies had been received and paid out in advance.

Note 6 Cleaning

Cleaning of the HQ is carried out weekly, when the HQ is in use, by a contracted cleaning company. Deep cleans of specific areas are carried out as and when necessary.

Note 7 Repairs and renewals

2020/21 expenditure of £473 related predominantly to maintenance of fire protection equipment.

2021/22 expenditure included £1,325 on floor upkeep, £1,000 on foliage control, £810 on drainage and £1,700 on exterior building maintenance.

Note 8 Minibuses

Net costs:

	2021/22 £	2020/21 £
Tax and insurance	1,578	1,550
Service and repairs	1,508	0
Fuel	0	0
	3,084	1,550
Less: Contributions for use of minibuses	0	0
	3,084	1,550

NOTES TO THE ACCOUNTS (continued)

Note 9 Assets purchased

Significant expenditure on new assets was as follows:	2020/22 £	2020/21 £
External doors	11,882	-
Boilers and heating	8,120	9,335
Defibrillator	2,940	-
Lighting	1,000	-
Awards board	-	715
Tables	365	-
HQ signage	127	-
	<u>24,434</u>	<u>10,050</u>

Note 10 Land and buildings

A "Report on Reinstatement Cost" was carried out for insurance purposes in March 2000. The insurance value has been uplifted by inflation each year.

Note 11 Equipment

The level of insurance for Camping, Band and headquarters equipment is regularly reviewed. Excess of £100.

Note 12 Vehicles

		Cost £
Ford Transit Minibus (16 seats + driver)	NJ59 NXB	12,000
Peugot Boxer Minibus (16 seats + driver)	WAG2 CHJ	19,000

Comprehensive insurance cover. Drivers must be over 25 years of age. Damage excess of £200

Note 13 Restricted funds

Where there is a restriction on the use of amounts received, these are shown in the Restricted Fund.

	Petchey Awards £
At 1st April	-
Received - Grants	1,500
Spending - Section activities	<u>(1,500)</u>
At 31st March	<u>-</u>

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF 1st HOOK SCOUT GROUP

I report on the accounts of the Group for the year ended 31st March 2022 which comprise the Receipts and Payments Account, Statement of Assets and Liabilities and related notes, set out on pages 7 to 11.

This report is made solely to the trustees in accordance with Section 145 of the Charities Act 2011. My work has been undertaken so that I might state to the charity's trustees those matters I am required to state to them in an Independent Examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the charity and the charity's trustees for my examination work.

Respective responsibilities of Trustees and Examiner

The Group's trustees are responsible for the preparation of the accounts. They consider that an audit is not required for this year (under Section 144 of the Charities Act 2011 (the Charities Act)) and that an independent examination is needed.

It is my responsibility to:

- Examine the accounts (under Section 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); 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 the General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the 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 trustees concerning any 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 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 requirement
 - to keep accounting records in accordance with Section 130 of the Charities Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Acthave 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:  DAVID SADLER

Qualification: FCA (Institute of Chartered Accountants in England and Wales)

Address: 43 The Ridgeway, Fetcham, Surrey, KT22 9BE

Date: 2 July 2022