

# **TRUSTEES' ANNUAL REPORT**

## ***For the period April 2020 to March 2021***

### **Administrative Information**

3rd Kingston Scout Group is registered with the Charity Commissioners, number 303754, and whose correspondence address is 23 South Lane, Kingston-upon-Thames, Surrey, KT1 2NJ.

The Group's bankers are Lloyds Bank plc, Surbiton, Surrey. The Group's independent examiner is Mrs Janette Dalglish.

### **Structure, Governance and Management**

3rd Kingston Scout Group was constituted according to the rules of, and is recognised by, The Scout Association in 1913. The Group's governing documents are those of The Scout Association. They consist of a Royal Charter, which, in turn, gives authority to the by-laws of the Association and to the Policy, Organisation and Rules of The Scout Association.

The use of our freehold land and buildings is restricted by a Trust Deed. The Group's responsibility for the long-term management of the freehold land and buildings is vested in the Special Trustees by virtue of a Declaration of Trust dated 10th March 1969. The Group is currently in the process of transferring this to The Scout Association Trust Corporation. This is a technical transfer and does not impact the managing of the Group or its land.

The members of the Executive Committee are the Trustees of the Group which is an educational charity. They are responsible for supporting the Group Scout Leader and for the policy of the Group and are responsible for keeping proper accounts and making the necessary declarations and returns to the Charity Commissioners. The Executive Committee consists of Chair, Treasurer, Secretary, Group Scout Leader, Section Leaders, parent and support representation. The members of the Executive Committee are appointed and approved by the 3<sup>rd</sup> Kingston Scout Group Council at the Annual Meeting in accordance with the Policy, Organisation and Rules of the Scout Association, bearing in mind the legal requirements of the Charities Acts. The Executive Committee can also co-opt members to the Executive Committee during the year until the next Annual Meeting. The Executive Committee meets 5 times per year. The Executive Committee members undergo training in relation to their role as Trustees of the Scout Group.

The Trustees who served during the year until the signing of the report are:

<b><i>Position vacant</i></b>	Chairman
John Woodville	Deputy Chairman
Sarah Lindberg	Secretary
James Stoddart (resigned 21 <sup>st</sup> June 2021)	Treasurer
Gareth Hill (co-opted 9 <sup>th</sup> July 2021)	Treasurer
Richard Golding	Group Scout Leader

Christina Golding	Beaver Scout Leader
Karina Luchinkina	Parent Representative
Tom Hadcroft	Parent Representative
Michael Wraight	Parent Representative
David Sullivan (resigned 23 <sup>rd</sup> November 2020)	Parent Representative

The Group has in place a system of internal controls that are designed to provide reasonable assurance against material mismanagement and loss; these include 2 signatories for all cheque / online banking payments and insurance policies to ensure that insurable risks (particular with regard property and personal accident) are covered where practical.

A key risk that the Group faces is the lack of adult volunteers. We are always willing to hear from more volunteers to help run the Section meetings and the Trustees continue to look to identify anyone who could help with this.

### **Objectives and Activities**

The objectives of the Group are as a unit of the Scout Association.

### **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 adult leadership is provided entirely by volunteers. 3rd Kingston Scout Group is very grateful for this dedicated commitment and also for the voluntary support it receives from the Committee members, supporters and parents, without all of whom the Group would not be able to function.

## **Achievements and Performance**

The main achievements and performance of the Group relates to our fabulous young people and the leadership team. The Group Scout Leader's Report details the highlights of the Scouting year at 3<sup>rd</sup> Kingston.

Our Headquarters continues to provide community use; notably by The Rose Theatre Youth section as well as the use of our car park by local companies; however, these activities have been hit by the pandemic

A few of our local residents continue to use part of our grounds to grow vegetables with the results being seen outside and are greatly admired by passers-by.

## **Financial Review**

The Group's Financial Statements are attached showing a surplus in the year of just over £48,000, compared with a surplus of £1,304 last year. The Group received £42,436 Covid-19 Grants from the Borough as support during the pandemic. Additional costs incurred on the as a result of the pandemic included hand sanitiser stations, hand dryers and signage in the headquarters as well as a Zoom subscription to hold our weekly virtual Section meetings.

The Group holds valuable Guaranteed Capital Investment Plans linked to the FTSE-100.

**Plan 1:** The Investec FTSE 100 5-year Deposit Plus plan 8 (£21,000) matured earning £3,675 interest.

**Plan 2:** Investec FTSE 100 Kick-out Deposit Plan 68 (£30,000) with a final maturity date of 5<sup>th</sup> June 2023.

**Plan 3:** Investec FTSE 100 Kick Out Deposit Plan 96 was opened during the year with £50,000 drawn from the maturity of Plan 8 and other surplus funds with a final maturity date of November 2026.

The Executive Committee has decided that the Group will not directly invest its resources in stocks and shares due to their high-risk nature. The Group continues to support and subsidise the Section Activities. It is the Group's policy to hold sufficient sums in reserve to enable it to meet its ongoing expenditures – particularly with regard maintenance of the Headquarters.

## **The Future**

Our relationship with Car Parkers and The Rose Theatre remains very strong despite the pandemic and we believe that these income streams should continue for the foreseeable future as well as continuing to forge links with the local community.

The Executive Committee continues to be mindful of its responsibilities and to use its best endeavours to ensure that the Group's income is used wisely for the overall benefit of 3rd Kingston Scouting. The Leaders continue to teach useful skills to the young people within the Group within an interesting and challenging environment.

Signed on behalf of the Trustees 23<sup>rd</sup> August 2021

**3rd KINGSTON SCOUT GROUP [Charity number 303754]**  
**ACCOUNTS FOR THE YEAR ENDED 31st MARCH 2021**

£

**INCOME & EXPENDITURE**

	Unrestricted Funds	2020 /2021 Restricted Funds	Total Funds	2019 / 2020 Total Funds
<b><u>INCOME</u></b>				
<b>Section Activities</b>				
Membership Subscriptions	6,920		6,920	4,125
<i>less: District / County / National share</i>	<i>(2,160)</i>		<i>(2,160)</i>	<i>(2,848)</i>
Subscriptions Retained	4,760	0	4,760	1,277
Gift Aid	0		0	0
Camp & Sleepover Income	0		0	2,945
Section Activities & Outings	0		0	1,115
Fundraising less donations paid out	0		0	0
	<b>4,760</b>	<b>0</b>	<b>4,760</b>	<b>5,337</b>
<b>Group</b>				
HQ & Car Park rental income	11,660		11,660	15,665
Profit on Uniform Sales	1		1	17
Covid-19 Grants	42,436		42,436	0
Donations Received	0		0	321
Bank / Investment Interest	3,704		3,704	25
Miscellaneous Income	500		500	2
	<b>58,301</b>	<b>0</b>	<b>58,301</b>	<b>16,030</b>
<b>TOTAL GROSS INCOME</b>	<b>63,061</b>	<b>0</b>	<b>63,061</b>	<b>21,367</b>
<b><u>EXPENDITURE</u></b>				
<b>Section Activities</b>				
Youth Programme & Activities	1,704		1,704	4,185
Youth Training Books & Badges	509		509	784
Camp & Sleepover Expenditure	0		0	2,005
Equipment	245		245	576
Donations	25		25	0
Leader Uniform	0		0	90
Printing, Postage & Stationery	63		63	137
	<b>2,546</b>	<b>0</b>	<b>2,546</b>	<b>7,777</b>
<b>Headquarters Running</b>				
Rates	188		188	2,078
Water & Sewerage	420		420	170
Electricity	1,840		1,840	5,127
Insurance	2,574		2,574	2,468
HQ Repairs & Maintenance	2,231		2,231	482
Car Parking Contract	0		0	0
Depreciation	68		68	0
	<b>7,321</b>	<b>0</b>	<b>7,321</b>	<b>10,325</b>
<b>Group</b>				
Committee & AGM Expenses	0		0	122
Socials	0		0	412
Website & Broadband	1,031		1,031	1,222
Investment Costs	1,000		1,000	0
Legal Fees	2,970		2,970	0
Miscellaneous Expenditure	0		0	205
	<b>5,001</b>	<b>0</b>	<b>5,001</b>	<b>1,961</b>
<b>TOTAL GROSS EXPENDITURE</b>	<b>14,869</b>	<b>0</b>	<b>14,869</b>	<b>20,063</b>
<b>SURPLUS FOR THE YEAR</b>	<b>48,192</b>	<b>0</b>	<b>48,192</b>	<b>1,304</b>

**3rd KINGSTON SCOUT GROUP [Charity number 303754]  
ACCOUNTS FOR THE YEAR ENDED 31st MARCH 2021**

£

**STATEMENT OF ASSETS AND LIABILITIES**

	Unrestricted Funds	2020 / 2021 Restricted Funds	Total Funds	2019 / 2020 Total Funds
<b><u>FIXED ASSETS (net)</u></b>				
Land&Buildings	1		1	69
	<b>1</b>	<b>0</b>	<b>1</b>	<b>69</b>
<b><u>CURRENT ASSETS</u></b>				
Uniform/T Shirt stock	786		786	684
Bank Current Accounts	34,283		34,283	12,089
Deposit Accounts	27,736	1,630	29,366	29,337
Investment Accounts	80,000		80,000	51,000
Cash & Deposit at Epsom & Ewell Scout Shop	(53)		(53)	43
	<b>142,753</b>	<b>1,630</b>	<b>144,383</b>	<b>93,153</b>
<b><u>less: CURRENT LIABILITIES</u></b>				
Creditors & Accruals	2,970		2,970	0
	<b>2,970</b>	<b>0</b>	<b>2,970</b>	<b>0</b>
<b>NET ASSETS</b>	<b>139,784</b>	<b>1,630</b>	<b>141,414</b>	<b>93,222</b>
<b><u>FUND BALANCES</u></b>				
<b>General</b> Balance @ Beginning of the Year	91,592		91,592	90,288
Transfer between Funds			0	0
Surplus for the Year	48,192		48,192	1,304
Balance @ End of the Year	139,784		139,784	91,592
<b>Guymer (Restricted)</b> Balance @ Beginning of the Year		1,630	1,630	1,630
Transfer between Funds			0	0
Surplus for the Year		0	0	0
Balance @ End of the Year		1,630	1,630	1,630
<b>Total Balance @ End of the Year</b>	<b>139,784</b>	<b>1,630</b>	<b>141,414</b>	<b>93,222</b>

The Financial Statements were approved by the Trustees on 23rd August 2021 and signed on their behalf

Gareth Hill      **Treasurer**

# **INDEPENDENT EXAMINER'S REPORT**

## **to the Trustees of 3<sup>rd</sup> Kingston Scout Group**

I report on my examination of the accounts of 3<sup>rd</sup> Kingston Scout Group for the year ended 31st March 2021.

### **Respective responsibilities of Trustees and Examiner**

The charity's trustees are responsible for the preparation of the accounts in accordance with the Charities Act 2011 (the 2011 Act).

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable directions given by the Charity Commission under section 145(5)(b) of the Act.

### **Examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect,:

- the accounting records were not kept in accordance with section 130 of the Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



Mrs Janette Dalgliesh (ACMA, CGMA)

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*jmdaccounting.com*

August 2021