

4th WORCESTER PARK SCOUT GROUP

RECEIPTS and PAYMENTS

OF THE GROUP'S ACCOUNTS

FOR THE YEAR ENDED

31st DECEMBER 2022

4TH WORCESTER PARK SCOUT GROUP

TRUSTEES' REPORT

FOR THE YEAR ENDED 31st DECEMBER 2022

PRESIDENT

Sheila Kinton

VICE PRESIDENTS

Ron Kinton

David Sweetland

Les Prescott

TRUSTEES Ex-Officio – Appointment

Valerie Street	-	Group Scout Leader
John Green	-	Group Chairman (until June 2022)
Chris Fowler	-	Assistant Group Scout Leader
Elizabeth Ashbury-Redican		Group Secretary
James Whittingham	-	Group Treasurer
Anne Mays	-	Section Leader - Beavers
Albert Short		Section Leader - Beavers
Steve Roberts		Section Leader - Cubs
Jack Francis		Section Leader - Cubs
Patrick Jacobs		Section Leader - Scouts
Tina O'Donnell	-	Section Leader - Explorers

TRUSTEES Nominated - Appointment

Andy Marshall	-	Group Quartermaster (from June 2022)
Grahame Worrall		
Anthony Ellis		
Sally Coates		
Archie Nicol		
John Green (from June 2022)		

4TH WORCESTER PARK SCOUT GROUP

TRUSTEES' REPORT

FOR THE YEAR ENDED 31st DECEMBER2022

(continued)

REFERENCE AND ADMINISTRATIVE INFORMATION

REGISTERED CHARITY NO: 303853

REGISTRATION NUMBER
WITH THE SCOUT ASSOCIATION: 16073

PRINCIPAL ADDRESS: Braemar Road
Worcester Park
Surrey KT4 8SW

BANKERS AND OTHER ADVISERS:

Bankers: CAF Bank Ltd
West Malling
Kent ME19 4JQ

Independent Examiner Norman MacDonald
16 Donnington Road
Worcester Park
Surrey
KT4 8EN

CUSTODIAN TRUSTEES

The Scout Association Trust Corporation

CONTACT NAME AND ADDRESS

Valerie Street
4th Worcester Park Scout Group
Braemar Road
Worcester Park
KT4 8SW

4TH WORCESTER PARK SCOUT GROUP

TRUSTEES' REPORT

FOR THE YEAR ENDED 31st DECEMBER 2022

(continued)

STRUCTURE, GOVERNANCE AND MANAGEMENT

4th Worcester Park Scout Group is a Trust established under the rules of the Scout Association which are common to all Scout Groups. The Group operates in accordance with the Scout Association's Policy, Organisation and Rules. The Group is responsible, under the Sutton District Scout Council, for Scouting in the Worcester Park area.

APPOINTMENT OF TRUSTEES

Trustees are appointed in accordance with the Policy, Organisation and Rules of the Scout Association, by the members of the Group at the Annual General Meeting.

RISK MANAGEMENT

The Trustees have examined the major strategic, business and operational risks which the charity faces and confirm that systems have been established to enable regular reports to be produced so that the necessary steps can be taken to lessen these risks.

ORGANISATIONAL STRUCTURE

The Group is led by the Group Scout Leader and managed by the Group Executive Committee. They are accountable to the Group Scout Council (The Scouter's meeting) for the satisfactory running of the group.

The Group Scout Leader is assisted and supported by the Group Scouters in the delivery of a high-quality balanced programme for the young people within the Group.

The Group Scout Council is the electoral body, which supports scouting within the group. It is the body to which the Group Executive Committee is accountable.

The Group Scout Council and the Executive Committee meet once each term during the year.

OBJECTIVES AND ACTIVITIES

To promote and assist in the running of Scouting in Worcester Park.

The trustees confirm that they have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the charity's aims and objectives and in planning future activities.

The 4th Worcester Park Scout Group is responsible for providing Scouting in Worcester Park. The membership consists of 186 young persons of both sexes between the ages of 6 and 14 years. The leadership of these young people is provided by some 22 adult leaders and 18 adults in support roles, all of whom are unpaid volunteers. They are trained and appointed in accordance with the Scout Association's Policy, Organisation and Rules. The Group operates eight Sections as follows:

4TH WORCESTER PARK SCOUT GROUP

TRUSTEES' REPORT

FOR THE YEAR ENDED 31st DECEMBER 2022

(continued)

- 3 Beaver Colonies - meetings held weekly (55 Beavers)
- 3 Cub Packs - meetings held weekly (70 Cubs)
- 2 Scout Troops – meetings held weekly (61 Scouts)

An attractive programme of activities is provided to challenge all age groups. The Aim and Method 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.”

ACHIEVEMENTS AND PERFORMANCE

2022 saw a small variation in membership during the year as family commitments changed and some families moved out of the area. Fundraising saw a great increase as the Events team worked hard during the year. The main events were the Summer Fair which raised over £5,000 and the Christmas fair which raised £4,700.

We are grateful to the Explorers who volunteer to help with sections as young leaders throughout the year. Many of them are working towards their Duke of Edinburgh awards. One of our leaders earned her Duke of Edinburgh Gold Award and became the first in the group to gain her King's Scout Award. Long service awards were presented mostly at the termly Scouts Own. Chief Scout's commendations were awarded for those who give even more time to the group and make such a difference.

The Group continues to invest in equipment and training for its Leaders to provide a varied range of activities for young people who are members of the Group. All sections meet weekly during term time and make the best of our facilities outdoors when possible. Other activities included weekend and week-long camps for the Cub and Scout sections. The Beavers had the opportunity to take part in a sleepover. A group of Scouts, Explorers and Leaders visited Snowdonia at Easter time.

We held a special lunch in May for all members and their families in the Group to celebrate the Queen's Platinum Jubilee. A thank you BBQ was also held in July for all the volunteers who give so much time to the group. The Group continues to work towards completion of its Development Plan, and this is reviewed regularly.

We are blessed to have an excellent Maintenance team who not only carry out small repairs and maintenance but who are willing to take on some of the work from the Development Plan, which in turn keeps the cost down. We are most fortunate to have an excellent Quarter Master with assistants who maintain all our equipment.

The group is fortunate to own two minibuses and a trailer, and we have a Transport Manager who looks after them. Our facilities are used by pre-school groups, dog training and for dancing. It is available for District and County to use for training and skills days. It is also available for Childrens parties at the weekend all of which are managed by a Lettings Co-ordinator. Sadly, one of the groups Vice Presidents Brian Yearly died in August. He gave so much time to the group as the former Quarter Master.

4th WORCESTER PARK SCOUT GROUPRECEIPTS AND PAYMENT ACCOUNT SUMMARYFOR THE YEAR ENDED 31st DECEMBER 2022

	2022			2021
	General Funds £	Restricted Funds £	Total £	Total £
Total Receipts for the year (see attached)	67,806	601	68,407	49,260
Total Payments for the year (see attached)	51,348	0	51,348	42,255
Net Receipts (Payments) for the year	16,458	601	17,059	7,005
Cash, Bank & Similar Funds Brought Forward (balance at 31 Dec. 2021)	13,432	22,053	35,485	28,480
Total Loans received/utilised in the year	0	0	0	0
Carried Down	29,890	22,654	52,544	35,485

The above account and accompanying statement of assets and liabilities were approved by the Trustees on 10 May 2023 and signed on their behalf by:

[INSERT SIGNATURE]



Elizabeth Ashbury-
Redican
Group Secretary

4th WORCESTER PARK SCOUT GROUP**RECEIPTS AND PAYMENTS ACCOUNT SUMMARY****FOR THE YEAR ENDED 31st DECEMBER 2022****RECEIPTS**

	Notes	2022			2021
		General Funds £	Restricted Funds £	Total £	Total £
Membership Subscriptions	1	21,752		21,752	20,009
		21,752	0	21,752	20,009
<u>Investment Income</u>					
Current Account Bank Interest		13		13	0
Scout Ass. Short Term Investment Service		10		10	24
Savings Account Bank Interest		76		76	2
		100	0	100	26
<u>Donations / Grants</u>					
Grants (Jack Petchey)		0	600	600	2,000
Grants (i.e. Sutton District Council)		0		0	8,859
Donations (e.g. Graham Andrews)		3,438		3,438	3,024
		3,438	600	4,038	13,883
<u>Activities</u>					
BP Supper		183		183	0
Anniversary Celebrations		0		0	0
Outings		0		0	0
General Activities/Misc.		1,389		1,389	3,098
		1,572	0	1,572	3,098
<u>Fund Raising</u>					
Fundraising Events Team		11,904		11,904	3,998
		11,904	0	11,904	3,998

4th WORCESTER PARK SCOUT GROUP**RECEIPTS AND PAYMENTS ACCOUNT SUMMARY****FOR THE YEAR ENDED 31st DECEMBER 2022****RECEIPTS (cont'd)**

	Notes	2022			2021
		General Funds £	Restricted Funds £	Total £	Total £
<u>Other Income</u>					
Gift Aid	2	4,963		4,963	3,392
Explorers		1,877		1,877	714
HQ Usage (Hall Hire/Grounds Hire)		19,049		19,049	4,085
Scouts Own/Good Turn Fund		155	0	155	0
Equipment		0		0	0
Sections Income		2,385		2,385	0
Training		0		0	0
Uniforms / Badges		0		0	0
Group Development Fund		0		0	0
Fenner Fund		0	1	1	0
Minibus Hire		610		610	55
		29,040	1	29,041	8,247
TOTAL RECEIPTS					
		67,806	601	68,407	49,260

4th WORCESTER PARK SCOUT GROUP**RECEIPTS AND PAYMENT ACCOUNT SUMMARY****FOR THE YEAR ENDED 31st DECEMBER 2022****PAYMENTS**

Notes	2022			2021
	General Funds £	Restricted Funds £	Total £	Total £
Census payment (paid to Scout Assoc.)	7,920		7,920	6,034
<u>Premises and Insurance</u>				
Business Rates	358		358	183
Water Rates	229		229	218
Gas [dual fuel in 2022 - see Elec]	0		0	0
Electricity [dual fuel in 2022]	2,496		2,496	2,045
Insurance - Buildings & Contents	9,300		9,300	8,572
Maintenance (Site/Grounds/H&S/Cleaning)	8,148		8,148	6,333
	28,451	0	28,451	23,385
<u>Donations and Grants</u>				
Grants	0	0	0	0
Donations	653	0	653	0
	653	0	653	0
<u>Activities</u>				
BP Supper	191		191	0
Training	0		0	0
Camps	0		0	0
Section Activities/Camps	0		0	652
Equipment (Quarter Master)	0		0	0
Outings	0		0	0
Activities / Materials	0		0	0
Other	0		0	0
	191	0	191	652

4th WORCESTER PARK SCOUT GROUP**RECEIPTS AND PAYMENT ACCOUNT SUMMARY****FOR THE YEAR ENDED 31st DECEMBER 2022****PAYMENTS (cont/d)**

Notes	2022			2021
	General Funds £	Restricted Funds £	Total £	Total £
<u>Transport</u>				
Petrol & Diesel	897		897	255
Vehicle Licences (VED)	330		330	335
Vehicle Servicing	2,146		2,146	2,381
Vehicle Insurance	2,204		2,204	1,406
	5,576	0	5,576	4,377
<u>Fund Raising</u>				
Fundraising Events Team	3,700		3,700	1,752
	3,700	0	3,700	1,752
<u>Admin/Establishment expenses</u>				
TV Licence	0		0	51
Bank charges/fees	129		129	96
Fire/Security System Install/Service Fees	1,190		1,190	796
Printing & Photocopier	167		167	120
Office Supplies/Stationery	82		82	37
Telephone & Internet	429		429	399
Web Fees (OSM/Website)	271		271	245
Miscellaneous	1,809		1,809	1,268
	4,079	0	4,079	3,012
<u>Other Expenses</u>				
Uniform / Badge Purchases	1,373		1,373	1,346
Scouts Own Collections / Good Turns	0		0	0
Group Loan Repayment (Gilwell/HQ)	0	0	0	5,420
Group Funds (Disbursement to Sections)	7,325	0	7,325	2,311
	8,698	0	8,698	9,077
TOTAL PAYMENTS	51,348	0	51,348	42,255

4th WORCESTER PARK SCOUT GROUP**STATEMENT OF ASSETS AND LIABILITIES****at 31st DECEMBER 2022**

	Notes	2022			2021
		General Restricted		Total	Total
		Funds	Funds		
		£	£	£	£
MONETARY ASSETS					
Group					
Bank Current Account		23,427	0	23,427	3,316
CAF Gold Fund		18,473	1,556	20,028	25,466
The Scout Association Short Term Investment Service		5,000	0	5,000	5,000
Fenner Fund		0	1	1	0
Sections Bank & Building Society Accounts		4,088	0	4,088	1,703
		50,988	1,557	52,544	35,485
OTHER MONETARY ASSETS					
Gift Aid Claim for year to 31.12.22	2				
		0	0	0	0
NON-MONETARY ASSETS					
Stocks					
T-Shirt, Scarves & Badges		0	0	0	0
Freehold Land & Buildings	3 & 4	154,894		154,894	158,275
Furniture & Scouting Equipment	4 & 5	8,860		8,860	9,844
Motor Vehicles	6	4,316		4,316	5,078
LIABILITIES					
Scout Association Loan				15,000	15,000
Interest Charged 2nd January 2022 at 2.1%					
CONTINGENT LIABILITIES AND FUTURE OBLIGATIONS					
				None	None

4TH WORCESTER PARK SCOUT GROUP

TRUSTEES' REPORT

FOR THE YEAR ENDED 31st DECEMBER 2022

(continued)

FINANCIAL REVIEW

The Accounts for the year have been drawn up on the receipts and payments basis which is consistent with previous periods. The charity had receipts more than payments during the year of £17,059. There was also the cost of a loan to service from the Scout Association (£5,375, including the interest payment but which was actually paid in early Jan. 2023) which was over and above normal expenditure. The Group's budget is submitted and agreed by the Executive Committee prior to the financial year.

INVESTMENT POLICY

The charity does not have a formal investment policy. It endeavours to obtain the best possible return on its cash balances.

RESERVES POLICY

With the exception of £22,654 the accumulated funds are free reserves that have been built up over time to cover future expenditure on projects and future running costs. These funds are being utilised in accordance with the Group Development Plan. It is considered that the minimum reserve to be held at any one time should equate to twelve months unavoidable expenditure, such as maintaining and insuring our premises, insuring our vehicles etc. - £26,000 approximately.

RESPONSIBILITIES OF TRUSTEES

Charity law requires Trustees to prepare accounts for each financial year which gives a true and fair view of the state of affairs of the charity and its incoming resources and application of resources, including the net income or expenditure for the year.

In preparing those accounts, the Trustees are required to:

- (a) Select suitable accounting policies and then apply them consistently.
- (b) Make judgements and estimates that are reasonable and prudent.
- (c) State whether applicable accounting standards and statements of recommended practice have been followed, subject to any material departure disclosed and explained in the accounts.
- (d) Prepare the accounts on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The Trustees are responsible for having proper accounting records kept, which disclose with reasonable accuracy at any time the financial position of the charity. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

APPROVAL

The report of the Trustees was approved by the Trustees on 10 May 2023 and signed on their behalf by:

Elizabeth Ashbury-Redican
Group Secretary



4th WORCESTER PARK SCOUT GROUP**STATEMENT OF ASSETS AND LIABILITIES****at 31st DECEMBER 2022****(continued)**

Notes	Freehold		Furniture &	Motor	TOTAL
	Land	Buildings	Equipment	Vehicles	
	£	£	£	£	£
Opening Balance as at 1.1.22	1,000	157,275	9,844	5,078	173,197
Additions					
Disposals					
Inflation Adjustment		4,718			4,718
	1,000	161,993	9,844	5,078	177,915
Less: depreciation		8,100	984	762	9,846
Closing Balance at 31.12.22	1,000	153,894	8,860	4,316	168,069

Analysis of Additions:

Total Additions Less Disposals	0.00
---------------------------------------	-------------

4th WORCESTER PARK SCOUT GROUP**SECTIONS FINANCIAL STATEMENTS****as at 31st DECEMBER 2022**

	Notes 7	Balance at	Year Ended 31st December 2022		Balance at
		01.01.22 £	Receipts £	Payments £	31.12.22 £
Aspen Colony		305.21	506.00	624.64	186.57
Birch Colony		611.75	165.00	212.45	564.30
Cedar Colony		501.00	399.00	235.45	664.55
Anglia Pack		-328.36	7,501.39	6,399.76	773.27
Brownsea Pack		309.12	972.00	825.99	455.13
Charterhouse Pack		151.54	0.00	125.10	26.44
Purple		16.82	4,167.99	3,719.37	465.44
Silver		136.39	13,318.22	12,502.04	952.57
		1,703.47	27,029.60	24,644.80	4,088.27

4TH WORCESTER PARK SCOUT GROUP
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31st DECEMBER 2022

1. Membership Subscriptions – £21,752

Subscriptions of members are collected by the Group, via monthly standing order paid by parents. The gross amount collected in 2022 was £21,752. The amount due to the Scout Association as the annual census payment was £7,920, therefore the net amount that the Group kept for its operations was £13,832.

As per last year, the Group have changed the way that the Census payment appears in the accounts, i.e., it appears in the expenditure page (9), rather than in the income page (7), as per the Group's 2019 accounts.

2. Gift Aid - £4,963

Claims for the previous period (2021 and during 2022) were submitted in 2022 and paid by HMRC in January and September 2022. The total received in 2022 from HMRC was £4,963.43.

3. Freehold land

This has been held in Trust for the Group by the Scout Association Trust Corporation since 15th August 1940. There are restrictive covenants in place as to its use. A nominal value of £1,000, which exceeds acquisition costs, has been placed thereon.

4. Buildings

These have been valued at their 1991 insurance reinstatement cost - adjusted for 1993 additions, inflation at 3% p.a., and depreciation at 5% p.a. It should be noted that the revised sum insured in February 2009 was £880,000.

5. Furniture and equipment

These have been valued at their 1991 insurance reinstatement cost - adjusted for additions and depreciation at 10%. It should be noted that the revised sum insured in February 2009 was £100,000.

6. Motor vehicles

These have been valued at cost less depreciation at 15% p.a.

7. Section Accounts

With respect to the Section Accounts, all Sections provided input and accounts to the Group in the 2022 reporting year.

8. Group Development Loan

As of 31st Dec. 2022, the amount outstanding owed to the Scout Association was £15,000.

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF THE
4TH WORCESTER PARK SCOUT GROUP

I report on the accounts of the Group for the year ended 31st December 2022 which are set out on pages 6 to 15.

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 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- follow the procedures laid down in the General Directions given by the Charity Commissioners under section 145(5)(b) of the 2011 Act; and
- 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 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 the seeking of 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 requirements:

- to keep accounting records in accordance with section 130 of the 2011 Act; and
- to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 2011 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.

Name Norman MacDonald
 (Retired Chartered Management Accountant and member of Chartered Inst. of Mgmt. Accts)

Address 16 Donnington Road
 Worcester Park
 Surrey
 KT4 8EN

Date 12 May 2023

