

Trustees' Annual Report

For the period 1st April 2020 to 31st March 2022



Section A Reference and administration details

Charity name: **1st Warlingham Scout Group**

Registered charity number: **305699**

Scout Association Reference number: **5876**

Charity's correspondence address: Napton House, 106B Westhall Road, Warlingham, Surrey CR6 9HD

Charity's operational headquarters: Scout Hall, Mint Walk, Warlingham, Surrey CR6 9SA

Names of the charity trustees who manage the charity:

Trustee Name	Office	Trustee Name	Office
Robin Bloore	Chairman	Charlene Palmer	Cub Scout Leader
Nathan Adams	Group Scout Leader	Alexia Dupuis	Assistant Cub Scout Leader
Beverley Pierre	Secretary	Luke Palmer	Assistant Cub Scout Leader
Angus Bransby	Treasurer	Kerry Wadey	Assistant Cub Scout Leader
Hugh Franklin	Scout Leader	Karen Yorke	Beaver Scout Leader
Richard Seagroatt	Assistant Scout Leader	Janet Mandley	Assistant Beaver Leader

Names and addresses of advisers:

Banker:	Co-operative Bank plc. Skelmersdale Business Direct PO Box 250, WN8 6WT
Banker:	National Westminster Bank Plc. Western Ave, Chatham Maritime, ME4 4RT
Solicitor:	Streeter Marshall. 416 Limpsfield Road, Warlingham, Surrey. CR6 9LA

Section B 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 Scout Groups.

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 keeping of proper accounts and making returns to the Charity Commission as appropriate.

The Committee consists of three independent representatives, the Chair, Secretary and Treasurer, the Group Scout Leader, the individual section leaders and a number of parent representatives. The Committee meets about four times a year.

This Group Executive Committee exists to support the Group Scout Leader and is responsible for:

- The maintenance of Group property;
- The raising of funds and the administration of Group finances;
- The insurance of persons, property and equipment;
- The management of the 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 elected)

The land on which the Scout Hall is located was donated to the Group in 1924 and the car park area opposite was donated to the Group in the 1930's. A Trust Deed, dated 19 November 1929, provides that the property is to be used for the general purposes of the Group. In the event that the Group were

to cease to exist then the property is to be used for the benefit of the inhabitants of Warlingham. The Trustees currently appointed under the Trust Deed have been kept advised of the progress of the Group. The current Group Chairman and Group Treasurer are both Trustees under the Trust Deed and there are four other Trustees all of whom are former leaders of the Group.

The Group has in place systems of internal controls that are designed to provide reasonable assurance against material mismanagement or loss; these include two signatories for all payments and a comprehensive insurance policy to ensure that reasonable insurable risks are covered.

Section C Objectives

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.

Subscriptions of £8 per month are charged for membership of the Group and this helps to cover the immediate running costs of the Group. We believe that this sum does not unduly restrict membership. The Group follows the principle that no one should be excluded because of their inability to pay membership subscriptions or fees charged for camps or outings. The Group, from its own resources obtained from the hire of the hall, is willing to assist those who may not be able to afford to fully take part in Group activities and, if necessary, will also endeavour to obtain bursaries and/or grants for the same purpose.

We believe that the public benefit of Scouting is clear in that through the Scout method young people develop towards their full potential and that there is a clear link between the benefits for young people and the purpose of Scouting. The safety of young people is taken very seriously by the Group Executive Committee and the benefits of scouting activities far outweigh any risks involved with those activities. Any private benefits from Scouting are incidental, other than to those as a beneficiary.

Section D Activities, Achievements and Performance

In the Annual Census taken on 31st January 2022 the Group registered a total of 104 (102 last year) young people on the Scout HQ database. These consisted of 33 (36 last year) Beaver Scouts, 37 (32) Cub Scouts and 22 (19) Scouts. In addition, we registered one (0) Young Leader and 11 (10) Uniform Leaders and adult helpers.

The Scout section is led by Hugh Franklin assisted by Richard Seagroatt and Luke Palmer. The Scouts have eagerly returned after the long break due to Covid, however, even under indoor restrictions the Scouts went on Summer Camp and had a successful Autumn weekend under bivouacs. They joined other Groups in the District on the Easter Fun Camp in the New Forest and ran a very successful Bushcraft Skills camp recently. Lots of camping! They've also been climbing, whittled penny whistles, undertaken first response training and worked towards their World Badge. All the Scouts are looking forward to attending the much delayed Scoutabout which will be running this July.

The Cub section now meets on Monday only. Unfortunately, we were unable to continue the Thursday meetings. The Cub Pack is run by Charlene and Luke Palmer, Kerry Wadey and Alexia Dupuis. The Leaders are well organised and do lots of events. The Pack attended Family Camp last summer and visited PGL last May. With the rest of the Group we attended the Remembrance Sunday Service in November.

Our Monday and Wednesday Beaver Colonies are run by Karen Yorke, with the assistance of Janet Mandley and Jen Kimberlin. They do an excellent job and produce a full programme of activities for the Beavers. The Beavers had a sleepover in November, went to a Panto after Christmas and the cinema to watch Sing2 in February. The colony had a return rail rip Whyteleafe to Caterham. We are looking forward to attending Bazzaz this May.

The Scout Association has introduced a new section, The Squirrels for four and five year olds. This section is intended to help young people gain skills for life at a time when it matters most and where it's most needed. Hamsey Green Group are starting Squirrels but they found that it was very time

consuming and some changes to the hall were required. Also, we would need more adult leader to run the section. The Group have decided that, for the time being, we shall not be starting Squirrels.

We have done a clear out of old equipment in the storeroom. It has made it easier to get through the door! But there is still some more additional work required. Shelving has been purchased for Beavers to store their equipment.

We reported last year that we had received a grant from the Provincial Grand Lodge of Mark Master Masons of Surrey to build a disabled ramp at the front of the hall. Unfortunately, the works, which were started last October, are still, disappointedly, not completed. This has caused considerable disruption to the Group and to Nippertime.

What's next?

The front needs to be finished, it looks a right mess. Once this has been done, the building cladding and the sign can be replaced. The garden needs to be cleaned, grass cut and a general tidy up outside is required.

Luke Palmer has a great idea. We should get a steel storage box to be located at the front of the hall. In this position it would not reduce the rear and side garden areas. The box would be ventilated, dry and secure and would be very suitable for the storage of much of our scouting equipment. Luke is looking for a good one at a reasonable price.

Section E Financial Review

Following a difficult year because of the pandemic the Group is now in a health financial position. Our accounts show that we made a surplus of £7,999 (last year a surplus of £1,089) and we ended the year with assets of £43,7067 (£35,707 last year).

Our major item of income this year was grants and donations. We have received a total £10,667 from Tandridge DC for small business Covid support, a grant of £1,750 from a former leader's employer, £1,500 from the NatWest Bank as an incentive for moving our bank account to the Co-op Bank and £294 from other sources.

We received £7,798 for the hire of the hall. Most of this is from Nippertime who hire the hall every morning during term time.

Our Subs income at £6,145 is much improved after a difficult last year.

On the expenditure front we have spent £8,619 on improvements and maintenance to the hall. This includes the new ramp at the front of the building.

This year heat and light costs were £1,991. Last year the sum of £1,460 was an exception. The sum of £1,991 is in line with earlier years. We have signed a very favourable gas supply contract starting in Aug 22 for three years. It's so good that the Treasurer expects the supplier to renege on the contract!

Activity expenditure/income figures can be misleading because we sometimes collect money in one financial year which is spent in the next.

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 twelve months running costs; about £12,000. We now have more than this. However, we are considering more improvements to the hall to improve the building's insulation and a new heating system.

Investment Policy: The Group has adopted a risk averse strategy for the investment of its funds. All funds are held in cash using only mainstream banks.

Section F Declaration

The above report was approved by the Trustees on 28th June 2022 and is signed on their behalf by:


Name: Robin Bloore
Position: Group Chairman


Name: Angus Bransby
Position: Group Treasurer

1st Waringham Scout Group

Receipts and Payments Account

For the year from 1st April 2021 to 31st March 2022

Receipts and payments

	2021/22 Unrestricted funds £	2020/21 Unrestricted funds £
Receipts		
Donations, legacies and similar income		
Membership subscriptions	6,145	4,008
Sub total	6,145	4,008
Donations	14,211	25,575
Legacies	-	-
Gift Aid	783	1,897
Other similar income	-	-
Sub total	14,994	27,472
Grants		
Maintenance grant	-	-
Other grants	-	-
Sub total	-	-
Fundraising		
Fundraising income	-	-
Other fundraising activities	-	-
Sub total	-	-
Investment income		
Bank interest	2	16
Building Society interest	-	-
The Scout Association Short Term Investment Service	-	-
Property Rent income	7,798	5,156
Other investment income	-	-
Sub total	7,800	5,172
Sundry receipts		
Activities	3,100	93
Other	-	-
Sub total	3,100	93
Total Gross Income	32,038	36,746
Asset and investment sales, etc.	-	-
Total receipts	32,038	36,746

1st Warlingham Scout Group

Receipts and Payments Account

For the year from 1 April 2020 to 31 March 2021

Receipts and payments

	2021/22 Unrestricted funds £	2020/21 Unrestricted funds £
Payments		
Charitable Payments		
Youth programme and activities	4,460	3,133
Adult support and training	-	-
Rent	-	-
Rates, Water and Sewerage	809	437
Electricity and Gas	1,991	1,460
Insurance	775	784
Cleaning	1,170	2,203
Repairs and Renewals	8,619	21,984
Equipment	818	678
Trustee expenses	-	-
Sub total	18,641	30,679
Fundraising expenses		
Fundraising costs	-	-
Other	-	-
Sub total	-	-
Sundry Payments		
Purchase of Badges and Uniforms	705	960
Membership subscriptions paid on <small>(National/County/Area/District)</small>	3,979	3,785
Administration expenses	714	233
Sub total	5,398	4,977
Total Gross Expenditure	24,039	35,657
Asset and investment purchases, etc.	-	-
Total payments	24,039	35,657
Net of receipts/(payments)	7,999	1,089
Cash funds last year end	35,707	34,618
Cash funds this year end	43,706	35,707

Statement of assets and liabilities at the end of the year

	2021/22	2020/21
	Unrestricted funds £	Unrestricted funds £
Cash funds		
Bank current account	26,734	18,736
Bank deposit account	16,972	16,971
Building society account	-	-
The Scout Association Short Term Investment Service	-	-
Cash/Floats	-	-
Total cash funds	43,706	35,707
Other monetary assets		
Tax claim	-	-
Debts due	-	-
Insurance claim	-	-
Sub total	-	-
Investment assets		
Investment property - detail	-	-
Quoted investments	-	-
Other investments - detail	-	-
Sub total	-	-
Non monetary assets for charity's own use		
Badge stock	-	-
Shop stock	-	-
Other stock	-	-
Land and buildings (Insurance value)	302,876	292,634
Motor vehicles	-	-
Scouting equipment, furniture etc	37,064	37,064
Other	-	-
Sub total	339,940	329,698
Liabilities		
Accounts not yet paid	-	-
Expenses incurred but not invoiced	-	-
Subscriptions not yet paid	-	-
Other liabilities	-	-
Sub total	-	-

Contingent liabilities and future obligations

The above receipts and payments account and statement of assets and liabilities were approved by the Trustees on 28th June 2022 and signed on their behalf by

Signature

Robin Bloore

Angus Bransby

Name

Robin Bloore

Angus Bransby

Scrutineer's Report to the Trustees of the

1ST WARLINGHAM 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 constitution, I have scrutinised the records and the accounts set out on pages 1 to 3.

Scrutineer's Statement

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

Signed: *C A Sackett*

Name: *Christopher Sackett*

Qualification: *Teacher*

Address: *37 Flanchford Road, Reigate*
Surrey RH2 8AB

Date: *5th July 2022*