

1st Hinchley Wood Scout Group - Trustees Report 2021

Report and accounts for year ended 31st March 2021

Charity Name 1st Hinchley Wood Scout Group
Scout Association Registration Number 41045
Registered Charity Number 305727

Principal address Mr Laurence Tanner
9 Grove Way
Esher
Surrey
KT10 8HH

Trustees

<u>Name</u>	<u>Office</u>	<u>Dates if not whole year</u>
Emma Willson	Group Chairman	
Chris Beaney	Group Scout Leader	
Adrian Ducker	Assistant Group Scout Leader	
Debs Beaney	Assistant Group Scout Leader	
Peter Hanna	Assistant Group Scout Leader	
Ian Broderick	Assistant Group Scout Leader /Beaver Scout Leader	
Laurence Tanner	Group Treasurer	
Amanda Moylan-Jones	Group Secretary	
Edel Austin		Appointed 14th September 2019 Resigned 6th August 2020
Susan Camp		
Pauline Davies		
Laura La Frenais		
Nicole Murray		
Stephanie Rough		Resigned 28th July 2020
Jacqui Signor		
Rachel Smith		Appointed 28th July 2020
Daniella Whittington		

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

The Committee consists of 3 independent representatives, Chair, Treasurer and Secretary together with the Group Scout Leaders, certain Section Leaders and parent's representation and meets every 3 months or so.

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;
- Assisting in the recruitment of Leaders and other adult support;
- Group public occasions;
- Appointing any sub committees that may be required;
- Appointing Group Administrators and Advisors other than those who are elected.

1st Hinchley Wood Scout Group - Trustees Report 2021 (Continued)

The Group has in place systems of internal controls that are designed to provide reasonable assurance against material mismanagement or loss; these include 2 signatories for all payments and comprehensive insurance policies to ensure that insurable risks are covered.

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 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.

Public Benefit

Subscriptions are charged for membership to cover immediate running costs of the Group and these do not unduly restrict membership. The Group follows the principle that no one should be excluded because of their inability to pay membership subscriptions. Subscriptions were changed to a voluntary contribution basis while the pandemic affected activities and attendance.

Two key principles demonstrate that Scouting's aims for the public benefit are 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 and the benefits Scouting activities provide far outweigh the risks. Any private benefits from Scouting are incidental, other than to those as a beneficiary.

Achievements and Performance

The Group has an active Beaver Scout Colony, Cub Scout Pack and Scout Troop, also a partnership agreement with Esher Scout District to operate the 1st Hinchley Wood Explorer Scout Unit.

The Global pandemic restrictions had a significant effect as large gatherings and face to face meetings for much of the year and the majority of Group, District and County activities had to be cancelled or postponed. All sections conducted the majority of their meetings via Zoom. This has resulted in a significant drop in expenditure for each section, with all leaders doing a fantastic job of providing an excellent programme throughout the pandemic.

As at 31.3.21:

Beaver Colony (6-8 years) membership	20	(2020: 24)
Cub Scout Pack (8-11 years) membership	33	(2020: 34)
Scout Troop (11-14/15 years) membership	34	(2020: 31)
Explorer Scout Unit (14/15-18 years) membership	8	(2020: 12)
Adult Leaders & Assistants, Network Scouts, etc.	35	(2020: 44)

The leased open space area (from Elmbridge BC) next to the headquarters continues to be of great use for meetings, activities and functions. Thanks are due to our local councillors and others for their support.

The Group continued to appoint parent Section representatives tasked with increasing parent involvement in Group activities, especially fundraising.

Fund raising increased during the year although as a result of the pandemic, there was no quiz night, may fair or Jumble sales. However, the Christmas tree sales and profit had a record contribution in 2020 perhaps as an antidote to the Christmas lockdown.

1st Hinchley Wood Scout Group - Trustees Report 2021 (Continued)

Financial Review

Reserve policy

The Group also holds sufficient resources to continue the charitable activities of the Group should income and fundraising activities fall short.

In addition to ongoing activities, funds are needed to update the facilities of the group including Premises, equipment as well as minibuses.

As at 31st March 2021 these unrestricted funds amounted to £ 46,962

Investment Policy

The Group does not maintain Long Term Investments and surplus funds are held in current or deposit accounts maintained with UK based Banks.

Plans for 2021-22

Plans for the coming year include:

1. To continue to provide excellent youth training activities for boys and girls aged 6-25 within wider constraint of restrictions and recommended guidance introduced as a result of Covid-19.
2. To ensure the Group has sufficient well trained adults to lead and support these activities.
3. To develop the parental support across all the roles needed for the Group's operations.
4. To develop adventurous activity opportunities and facilitate the training of activity leaders.
5. To make further improvements to the headquarters and to the leased land area adjacent to the headquarters for training purposes. We hope to receive grant support for this work.

Declaration

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

Signed on behalf of the charity's trustees

Signature(s)

Full name(s)	Chris Beaney	Laurence Tanner
Position	Group Scout Leader	Treasurer
Date	19th August 2021	

1 st Hinchley Wood Scout Group**Statement of financial activities including Receipts and Payments Account For the year ended 31st March 2021**

<u>Receipts</u>	<u>2020/21</u>		<u>2019/20</u>	
	unrestricted funds	Designated funds	total Funds	total Funds
<u>Donations and legacies</u>				
Membership subscriptions	8,139.13		8,139.13	14,253.00
Less : Membership subscriptions paid on to Esher District	<u>-4,895.40</u>		<u>-4,895.40</u>	<u>-4,548.65</u>
Net Memberships retained	3,243.73		3,243.73	9,704.35
Donations	749.90		749.90	122.00
General grants provided by companies and local authorities	11,070.46		11,070.46	2,700.00
Gift Aid	<u>3,249.74</u>		<u>3,249.74</u>	<u>3,683.25</u>
Sub total	18,313.83		18,313.83	16,209.60
<u>Charitable activities</u>				
<u>Fundraising (Gross)</u>				
Christmas Tree Sales	32,044.61		32,044.61	23,368.24
May Day	0.00		0.00	5,546.24
Elmbridge Lottery	908.00		908.00	0
Jumble sales	35.00		35.00	1,754.95
Jamboree Funds	0.00		0.00	118.80
AGM	0.00		0.00	165.60
Other	<u>143.60</u>		<u>143.60</u>	<u>515.27</u>
Sub total	33,131.21		33,131.21	31,469.10
<u>Youth Programme and Activities</u>	639.65		639.65	15,615.70
<u>Investment Income</u>				
Bank Interest	48.97		48.97	117.55
<u>Loan Repayments</u>				
Repayment by Guides for their contribution to Toilet Refurbish	5,750.00		5,750.00	0.00
<u>Total Gross Income</u>	<u>57,883.66</u>		<u>57,883.66</u>	<u>63,411.95</u>
<u>Payments</u>				
<u>Charitable Payments</u>				
Youth Programme and Activities	2,900.60		2,900.60	17,153.24
Adult Support & Training	40.00		40.00	792.62
Uniforms	0.00		0.00	661.54
AGM & Trustee expenses	0.00		0.00	375.99
Property expenses	3,605.00		3,605.00	3,631.96
Materials & Equipment	2,079.72		2,079.72	4,556.37
Insurance	3,238.21		3,238.21	2,812.11
Jamboree fees	0.00		0.00	772.50
Finance costs on internet receipts	185.05		185.05	781.42
Transport costs	<u>101.00</u>		<u>101.00</u>	<u>4,142.08</u>
Sub total	12,149.58		12,149.58	35,679.83
<u>Fundraising Payments</u>				
Christmas Tree Purchases	17,036.78		17,036.78	13,389.90
May Day	0.00		0.00	1,101.91
Quiz night	0.00		0.00	0.00
Jumble sale	<u>0.00</u>		<u>0.00</u>	<u>0.00</u>
Sub total	17,036.78		17,036.78	14,491.81
<u>Donations</u>	0.00		0.00	74.20
<u>Total Gross Expenditure</u>	29,186.36		29,186.36	50,245.84
<u>Asset Purchases</u>				
Amounts paid to Joint Management Committee for new toilets	0.00		0.00	21,500.00
Minibus Purchase	0.00		0.00	12,859.00
<u>Net Receipts/(payments)</u>	28,697.30		28,697.30	-21,192.89
<u>Transfers between funds</u>	-53,753.80	53,753.80	0.00	0.00
<u>Cash funds last year end</u>	72,019.42	20,679.10	92,698.52	113,891.41
<u>Cash funds this year end</u>	46,962.92	74,432.90	121,395.82	92,698.52

1 st Hinchley Wood Scout Group**Statement of assets and liabilities at the end of the year ended 31st March 2021**

	<u>2021</u>	<u>2020</u>
	total Funds	total Funds
<u>Cash at Bank</u>		
Bank Current Accounts	28,048.97	24,002.41
Bank Deposit Accounts	<u>93,346.85</u>	<u>68,696.11</u>
total cash Funds	121,395.82	92,698.52
<u>Other Monetary assets</u>		
Loan due from Hinchley Wood Guides	5,000.00	10,750.00
<u>Non monetary assets for charity's own use</u>		
Badges,Lifeboats & Other Stock	883.93	880.49
Buildings Net Book Value - see below	29,811.47	33,123.86
Motor Vehicles Net Book Value - see below	13,105.10	16,858.90
Scouting Equipment, canoes, etc (Insured Value)	<u>55,634.00</u>	<u>53,209.00</u>
Sub Total	99,434.50	104,072.25
<u>Liabilities- Those due within one year</u>		
Subscriptions not yet paid - District	4,977.30	4,895.40
Designated Funds (see below)	74,432.90	20,679.10
<u>Buildings</u>		
At Cost	66,247.76	66,247.76
Depreciation over 20 years	<u>-36,436.29</u>	<u>-33,123.90</u>
Net book Value	<u>29,811.47</u>	<u>33,123.86</u>
<u>Motor Vehicles</u>		
At Cost	37,538.00	37,538.00
Depreciation over 10 years	<u>-24,432.90</u>	<u>-20,679.10</u>
Net book Value	<u>13,105.10</u>	<u>16,858.90</u>

Designated Funds

	Mini bus replacement	purchase of land	Total
Balance as at 31.03.2020	20,679.10	0.00	20,679.10
Transfers during the year	3,753.80	50,000.00	53,753.80
Balance as at 31.03.2021	24,432.90	50,000.00	74,432.90

The above receipts and payments account and statement of assets and liabilities were approved by the Trustees on 19th August 2021 and signed on their behalf by

Group Scout Leader : Chris Beaney

Treasurer : Laurence Tanner

Independent Examiner's Report to the Trustees of the 1st Hinchley Wood Scout Group

I report to the trustees on my examination of the accounts of the above charity for the year to 31st March 2021 which are set out on pages 4 to 5 attached.

Responsibilities and basis of report

As the charity's trustees, you responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 (the 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

Independent Examiner's Statement

In 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:

a) the accounting records were not kept in accordance with Section 130 of the Charities Act or
b) the accounts did not comply with the accounting records or
c) 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.

Signed

Name : Barry Hitchens
Qualification: Accountant, Australian Society of Accountants
Address: 24 Effingham Rd
Long Ditton
Surrey
KT6 5JY

Date: 19th August 2021