

It gives me great pleasure to submit my report for the 2021 AGM as Group Scout Leader of 1st Ashtead Scout Group, my tenth annual report in this role.

Although we have restarted face to face scouting and are even delivering some camps, this report specifically refers to the period April 2020 to March 2021, where apart from a couple of brief respites, we were restricted to online virtual scouting. It is worth noting that since covid controls have eased our group numbers have been steadily rebounding, and I am confident that we will not show a material reduction in numbers when we complete the census in January 2022 when compared with that of January 2020.

A real highlight of 2020 was that 1st Ashtead celebrated its centenary. We celebrated with a weekend-long virtual camp with activities for all sections and an evening of celebration including looking back on 100 years of scouting history and a fun family quiz. Former members joined us and we received messages of support from across the community.

Also during 2020, the 1st Ashtead executive committee did a fantastic job during the period when we could not use the headquarters of keeping it in a high standard of upkeep, and in particular managed to complete a number of jobs that would otherwise have been disruptive, including a replacement staircase, floor resurfacing, and electrical works. They also kept the two minibuses in good working order – ready to return to service at any time, and continued to ensure that the headquarters was safe and secure by periodically visiting and inspecting the premises. When we returned in person, the committee also provided periodic deep cleaning, anti-viral fogging, PPE and cleaning materials which we needed to operate safely. I must take the opportunity to thank members of the executive committee for their continued efforts to support the group and the delivery of programme.

This leads me to my second strand of discussion and thanks. From the moment we had to adopt virtual scouting, our leaders at 1st Ashtead were quick to adapt and initially supported a district-level programme before delivering our own section level virtual programme. We originally estimated that we would have to deliver virtual scouting for 12 weeks, but ended up delivering a full year of term-time virtual scouting and was only possible because of the dedication and creativity of the leaders in all sections. It was during these difficult times that we demonstrated not only a range of individual talents, but also what an amazing team-ethic that 1stAshtead has. We owe the team of dedicated leaders who carried on despite personal challenges a huge vote of thanks.

The pandemic is still with us and we cannot afford complacency, but I truly believe that we have kept going through the most difficult times, we can accelerate our way back to normal programme delivery and our best days are ahead. Looking forward to another year of scouting.

Malcolm McKee – 1st Ashtead GSL

Three year census summary

	1st Ashtead (2019)	1st Ashtead (2020)	1st Ashtead (2021)
Beavers	72	74	78
Cubs	87	90	75
Scouts	95	93	107
Ashtead Explorers	78	85	62
Adults	52	60	58
Totals (including explorers)	384	402	380
Totals (not including explorers)	306	317	318

GROUP CHAIRMANS REPORT 2020 - 2021

I would like to take this opportunity to thank ALL those who freely volunteer their time and expertise to the Group in adult leadership and support roles for their amazing work during this difficult period, and enabling our young membership to continue to receive activities, communication and social interaction, albeit online and in a socially distanced manner.

The size of the group membership this year stands at 380 young people and adults and continues to drive a list of financial demands and long term planning which the Group Executive Committee manages in a number of ways.

The Group, following its Centenary year, is able to benefit from its new boat store and storeroom facilities and from its upgraded minibus transport. Inside the main building, the floor has been resurfaced, a new staircase has been constructed and electrical work has been carried out.

Income generation is always important to us and we receive annual revenues from the hire of the hall to external groups and from our annual community events – the Xmas Fair, Epsom Fireworks, Ashted Village Day etc.

We are also interested in any parents who can help the Group with ‘fund-matching’ opportunities for events and we seek, as always to maximise all parents Gift aid tax refunds on Subscriptions, which can be back dated for several years.

Having 100% of our young people’s parents providing us with Gift Aid forms still represents the easiest way for the group to claim £000’s back over a period of several years.

I would like to thank all of my colleagues on the Executive Committee for their time, expertise and friendship. Behind the scenes, a lot of work is done week after week, to administer hall rentals, manage the group’s revenue and expenditure, maintain and clean the buildings, update our website and social media and so on. We are always keen to invite new parents onto the Group Executive committee should they want to get involved.

Peter Leonard

Group Chairman

As with all organisations, 20/21 was a challenging year for 1st Ashted Scouts.

Gross subs income fell by 23% due to the reduction in annual fees, the decline in numbers and an increase in the number of individuals paying a reduced amount due to difficult financial circumstances. However the amount paid to district / central organisation increased as was budgeted leading to an overall reduction of £11,000 or 38%.

Gift aid held up well as this is based on prior year subscriptions, but we will see a reduction in this in future years. I would urge all parents and leaders to ensure that we can maximise this amount.

Donations for hall usage and fundraising both fell by around 90% reducing our income by around £11,000.

The above was mitigated by a covid grant from Mole Valley of £10,000 but we still saw an overall fall in income of £12,000 or 22%.

Careful management meant that business as usual operating expenses were reduced by £4,000 or 18%. However, specific costs relating to covid such as cleaning and fumigation were almost £2,000. We also took the opportunity of an empty hall to spend money upgrading some of the existing electrical installations and getting the floor professionally sanded and resealed.

Overall our net income from operating activities fell by £18,000.

Due to this and due to high levels of spend in the previous year, we invested significantly less in capex this year allowing us to generate an overall surplus of £14k for the year to March 21 as a buffer against the future uncertainty at that time.

This has enabled us to enter 21/22 in good financial health and in acknowledgment of the tremendous support from parents during the last year we reduced subs by 10% for the current year.

Finally I would like to thank John Ashurst for his support and patience whilst reviewing and signing off these accounts.

1st ASHTEAD (PELHAM) SCOUT GROUP
Published Accounts (Receipts & Payments / Assets & Liabilities)
For the year ended 31st March 2021

	2020/2021 THIS YEAR £	2019/2020 LAST YEAR £
Total Receipts for the year (see page 2)	44,249.70	75,506.22
Total Payments for the year (see page 3)	(30,542.05)	(72,138.80)
Net Receipts / (Payments) for the year	13,707.65	3,367.42
Cash, bank and similar funds brought forward	60,627.08	57,259.66
Cash, bank and similar funds carried forward (see page 4)	74,334.73	60,627.08

The above account and accompanying Statement of Assets and Liabilities were approved by the trustees on and signed on their behalf by:

16/9/21



Bryan Bailey
Group Treasurer



Peter Leonard
Group Chairman

I have examined the above accounts together with the records of the Group and certify that they are in accordance therewith.



John Ashurst
Hon Auditor

Receipts

For the year ended 31st March 2021

		2020/2021 THIS YEAR £	2019/2020 LAST YEAR £
Subscriptions	Scout Group: Received from Members (current year) Less Affiliation Fee	36,275.00 (17,468.50) <hr/> 18,806.50	45,810.00 (16,672.50) <hr/> 29,137.50
Investment Income	All Accounts	230.63 <hr/> 230.63	35.29 <hr/> 35.29
Donations and Grants	General Use of Hall	4,367.46 503.75 <hr/> 4,871.21	9,004.33 8,683.75 <hr/> 17,688.08
Activities	Sections Camp Receipts	- - <hr/> -	3,749.86 11,187.00 <hr/> 14,936.86
Fundraising	Christmas Fair Other	771.04 (433.00) <hr/> 338.04	2,443.23 520.00 <hr/> 2,963.23
Other Income	Tax Refund (Gift Aid Subs)	9,578.71 <hr/> 9,578.71	9,352.91 <hr/> 9,352.91
Sundry Receipts	Miscellaneous Surrey CC Covid Grant Minibus Funding	297.36 10,000.00 127.25 <hr/> 10,424.61	642.94 - 749.41 <hr/> 1,392.35
Total Receipts		<hr/> 44,249.70 <hr/>	<hr/> 75,506.22 <hr/>

Statement of Assets and Liabilities

At 31st March 2021

	2020/2021 THIS YEAR £	2019/2020 LAST YEAR £
Non Monetary Assets		
HQ Building (at valuation for Insurance)	648,594.00	626,661.00
Garage (at valuation for Insurance)	15,031.00	14,523.00
Concrete Store (at valuation for Insurance)	13,112.00	10,609.00
All Equipment (at valuation for Insurance)	49,571.00	47,895.00
Climbing Wall (at valuation for Insurance)	21,321.00	20,600.00
Gas Cage	1,594.00	1,540.00
Canoes (at valuation for Insurance)	11,562.00	10,895.00
Trailer & other water sports equipment	4,280.00	4,280.00
Total Non Monetary Assets	765,065.00	737,003.00
Monetary Assets		
Unrestricted:		
Lloyds TSB Current Account	69,808.14	40,239.20
Subscription account	3,630.00	-
CAF Gold Account	(0.00)	(0.00)
Lloyds TSB High Interest Deposit Account	-	20,000.00
Cash Floats	1,187.31	1,095.51
Total Group Monetary Assets	74,625.45	61,334.71
Liabilities due within one year		
Cash Float creditors	(290.72)	(707.63)
Net Monetary Assets	74,334.73	60,627.08
Total Assets	839,400	797,630

Monetary Assets

	2020/2021 THIS YEAR £	2019/2020 LAST YEAR £
Lloyds Bank Current Account		
Fund b/fwd	40,239.20	56,417.97
Net receipts / payments	9,338.31	979.94
Interest on time deposit	230.63	35.29
Deposits Made		(40,000.00)
Deposit Maturing	20,000.00	20,000.00
Transfer from Subs Account	-	2,806.00
Fund c/fwd	69,808.14	40,239.20
Lloyds Bank High Interest Deposit Accounts		
Fund b/fwd	20,000.00	-
Deposits Made	-	40,000.00
Deposit Maturing	(20,000.00)	(20,000.00)
Fund c/fwd	-	20,000.00
Lloyds Bank Subs account		
Fund b/fwd	-	400.00
New deposit	3,630.00	2,406.00
Transfer to Current Account	-	(2,806.00)
Fund c/fwd	3,630.00	-

Payments

For the year ended 31st March 2021

		2020/2021 THIS YEAR £	2019/2020 LAST YEAR £
Premises	Utilities (Water/Gas /Electricity)	(2,201.45)	(2,723.30)
	Phone/Internet	(487.20)	(365.68)
	Insurance / Fire Protection	(6,397.96)	(6,177.24)
	General Maintenance	(302.57)	(472.40)
	Monthly cleaning of HQ	(2,079.48)	(1,309.98)
	Covid specific cleaning	(1,720.00)	-
	Floor sanding and roof repairs	(6,785.60)	
	Other	(1,800.00)	(978.00)
		<u>(21,774.26)</u>	<u>(12,026.60)</u>
Donations		-	(300.00)
		<u>-</u>	<u>(300.00)</u>
Activities	Section Activities	(1,562.75)	(7,470.18)
	Camp	(230.40)	(7,996.01)
		<u>(1,793.15)</u>	<u>(15,466.19)</u>
Capital Equipment	Boat Shed / Store / doors	-	(14,767.28)
	Camping Equipment	-	(1,787.40)
	Minibus	-	(14,744.00)
	Watersports equipment	-	(4,000.00)
	Other	(2,090.13)	(0.54)
		<u>(2,090.13)</u>	<u>(35,299.22)</u>
Administration	AGM	-	(117.00)
	OSM	(55.00)	(48.50)
	Transaction fees	(883.70)	(1,582.75)
	Training	(40.00)	(210.00)
	Miscellaneous	(191.90)	(76.01)
		<u>(1,170.60)</u>	<u>(2,034.26)</u>
Uniforms / Badges	Regular Badges	(1,934.47)	(1,119.85)
	Uniforms	(157.74)	(1,654.13)
		<u>(2,092.21)</u>	<u>(2,773.98)</u>
Other	Minibus	(1,621.70)	(4,228.05)
		<u>(1,621.70)</u>	<u>(4,228.05)</u>
Total Payments		<u>(30,542.05)</u>	<u>(72,138.80)</u>
Net Receipts / (Payments)		<u>13,707.65</u>	<u>3,367.42</u>

Independent Examiner's Report to the Trustees of the

1st Ashtead (Pelham) Scout Group

I report on the accounts of the Group for the year ended 31st March 2021 which are set out in the annual report for 2020/2021.

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 Commission 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 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 the 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 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.



John Ashurst
Independent Examiner
29 Broadhurst
Ashtead
Surrey
KT21 1QB

Minutes of the Annual General Meeting of the 1st Ashtead (Pelham) Scout Group Tuesday 29 September 2020 (via Zoom call)

1. Welcome and Introductions by the Chairman:

The Chairman, Mr Peter Leonard, formally opened the meeting and welcomed everyone to the AGM.

2. Apologies for Absence:

Julie Bird.

3. Approval of the Minutes of last year's AGM:

The minutes of the 2019 Annual General Meeting were tabled.

Adoption of the minutes proposed by:

Mr Rob Marlow

Seconded by:

Mr Malcolm McKee

The minutes were approved, with no dissenters.

4. Group Scout Leader's Report

This can be found in the Annual Report and Accounts document 2019-2020.

Mr Malcolm McKee nominated Mr Peter Leonard as Chairman of the Group. The nomination was approved by Mr Bryan Bailey and seconded by Mr Steve Biglin. Mr Leonard accepted and the meeting approved with no dissenters.

5. Chairman's Report

Mr Peter Leonard read out the Chairman's Report for 2019-2020 to the meeting, which can be found in the Annual Report and Accounts document 2019 – 2020.

6. Treasurer's Report and Accounts for 2019 -2020

The Treasurer, Mr Bryan Bailey presented the Treasurer's Report and Accounts. These can be found in the Annual Report and Accounts 2019-2020 document.

Mr Bailey thanked Mr John Ashurst for examining the Accounts.

7. Adoption of the Accounts for the financial year 2019 - 2020

Adoption of the Accounts was proposed by:

Mr Aubrey Fox

Seconded by

Mr Martin Riddle

The Accounts were approved, there were no dissenters.

8. Approval of nominated member as Group President : Mr Christopher Townsend.

Mr Townsend was proposed by:
Seconded by

Mr Rob Marlow
Mr Malcom McKee

9. Approval of nominated members of the Group Executive Committee

Mr Julian Hagley, Mr Aubrey Fox, Mrs Jo Williams

Proposed by Mrs Felicity Hewitt

Seconded by Ms Sarah Biglin

10. Election of Steve Biglin as Group Secretary

There were no other nominations.

Mr Biglin was proposed by:

Mr Peter Leonard

There were no dissenters.

11. Election of Bryan Bailey as Group Treasurer

There were no other nominations.

Mr Bailey was proposed by:

Mr Peter Leonard

There were no dissenters.

12. Election of Members to serve on the Group Executive Committee.

Mr Leonard read out the list of proposed elected members. There were no dissenters.

Mr Martin Riddle
Mr Robert Marlow

13. Election of Mr John Ashurst as Independent Examiner.

There were no other nominations.

Mr Ashurst was proposed by:

Mr Bryan Bailey

There were no dissenters.

14. Any Other Business

Mr Peter Leonard thanked everyone for joining the call and closed the meeting.

1st Ashtead (Pelham) Scout Group

Annual Report of the Trustees for the year ending 31st March 2021.

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 this aim is by providing an enjoyable and attractive scheme of progressive training, based on the Scout Promise and Law, guided by adult leadership.

Subscriptions are charged for membership to cover the 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 or fees charged for camps and outings. The Group endeavours to obtain bursaries and/or grants for those who could not otherwise afford to take part.

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

The membership of the Group at this year's census on 31st January 2021 was 322.

Scout numbers have increased by 14 to 107 and have been in excess of 90 for six years now, Cubs currently number is down to 75 and Beavers are marginally up to 78. Our waiting list for Beavers is still significant. Explorer's numbers have dropped in the last year by 23 to 62. Overall the adult leadership numbers 58 and we have a young person/adult leader ratio of 5.55.

1st Ashtead (Pelham) Scout Group continues to be the largest of the six Groups in the District, which has a combined total of over 1,000 members.

The Group Executive Committee comprises 8 'non uniform' members, 7 male and 1 female. The following functions are managed by the committee: finance, insurance, subscriptions, building maintenance, stores and inventory, transport procurement and management, PR and communications, long term planning, building hire and fund-raising.

All Scouting sections have held regular weekly meetings and have been involved in arranged trips and camping expeditions. All young people have been encouraged to gain badges across the programme range. Our specialism in the provision of water sports training has continued to develop at a fast pace. We continue to have a strong leadership team including leaders, section assistants and skills instructors. However, the situation is constantly changing and additional adult help and support – regular or occasional, is always welcomed.

The Annual General Meeting of the Group Council was held on 29th September 2020 via an online Zoom call. At the end of the 2020-2021 financial year, the Group had reserves amounting to £74,334. The Group's policy on financial reserves is to hold a sufficient amount to meet its present and future liabilities and thus, enable it to carry out its objectives. The Trustees have identified the major risks to which they believe the Group is exposed. They have reviewed these and established systems to mitigate them.

The key objectives of the Group is to be an effective, functional unit through which the design and delivery of the Scout "6-25 programme" can be achieved subject to the policy, organisation and rules of the Scout Association. The financial accounts have been drawn up on a receipts and payments basis, consistent with the previous year.

Approved by the Trustees on 20th September 2021 and signed on their behalf by

Peter Leonard

Group Chairman

1st Ashtead (Pelham) Scout Group

1st Ashtead (Pelham) Scout Group

Trustees of the Group – 2020-2021

(Executive Committee of the Group Council)

Chairman – Mr Peter Leonard

Group Scout Leader – Mr Malcolm McKee

Secretary – Mr Steve Biglin

Treasurer – Mr Bryan Bailey

Section Leaders:

Mrs Julie Bird – Explorers

Mr Alan Minister – Douglas Troop

Mr Paul Brown – Gardiner Troop

Mr Joe Bird – Clarke Troop

Mr Richard Holmes – Red Pack

Mr John Wright – Brown Pack

Mrs Alice Davis – Grey Pack

Mrs Felicity Hewitt – Jubilee Beavers

Mrs Sarah Minister – Black Beavers

Mrs Melanie Dunn – Yellow Beavers

Nominated:

Mr Julian Hagley

Mr Aubrey Fox

Mrs Jo Williams

Elected:

Mr Martin Riddle

Mr Robert Marlow

Group Registration Number with the Scout Association – 5904

Group Registered Charity Number – 305770

Bankers: Lloyds Banking Group, Ashtead, Surrey.

Contact Name and Address: Mr Malcolm McKee, 26 Moat Court, Ashtead, Surrey KT21 2BL.

Headquarters Address: Woodfield, Ashtead, Surrey KT21 2RL. Tel: 01372-278810