



Trustees' Annual Report for the period

Period start date **From** 01 01 2020 **To** Period end date 31 12 2020

Section A Reference and administration details

Charity name

Other names charity is known by

Registered charity number (if any)

Charity's principal address

Scout Head Quarters	
Pantile Road	
Weybridge. Surrey	
Postcode	KT13 9PY

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Mrs Wendy Lee Luiz	Chairperson		
2	Mr Andrew Fisher	Group Scout Leader		
3	Mrs Catherine Armitage	Beaver Leader		
4	Mrs Sara Brooksbank	Treasurer		
5	Mr Anthony Casey	Explorer Scout Leader	From August 2020	
6	Mrs Harriet Fisher	Secretary		
7	Mr Michael Hannaford	Cub Leader	To August 2020	
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20				

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (Optional information)

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Section B Structure, governance and management

Description of the charity's trusts

Type of governing document	The Group's governing documents are those of the Scout Association.
How the charity is constituted	The Group is a trust established under the rules which are common to all Scouts.
Trustee selection methods	The Trustees are appointed in accordance with the policy, organisation and rules of the Scout Association.

Additional governance issues (Optional information)

You may choose to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

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 madding returns to the Charities Commission as appropriate.

The Committee consists of three independent representatives; Chair, Treasurer and Secretary together with Group Scout leaders, individual section leaders and parent representations and meet every two months.

This Group Executive Commission 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;
 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 who are elected.

Summary of the objects of the charity set out in its governing document

The objectives of the Group are as a unit of the Scout Association which is to promote the development of young people achieving their full physical, intellectual, social and spiritual potentials as individuals, as responsible citizens and as members of their national and international communities. The method of achieving the aim of the Scout Group is by providing an enjoyable scheme of progressive training based on the Scout promise and law guided by adult leadership.

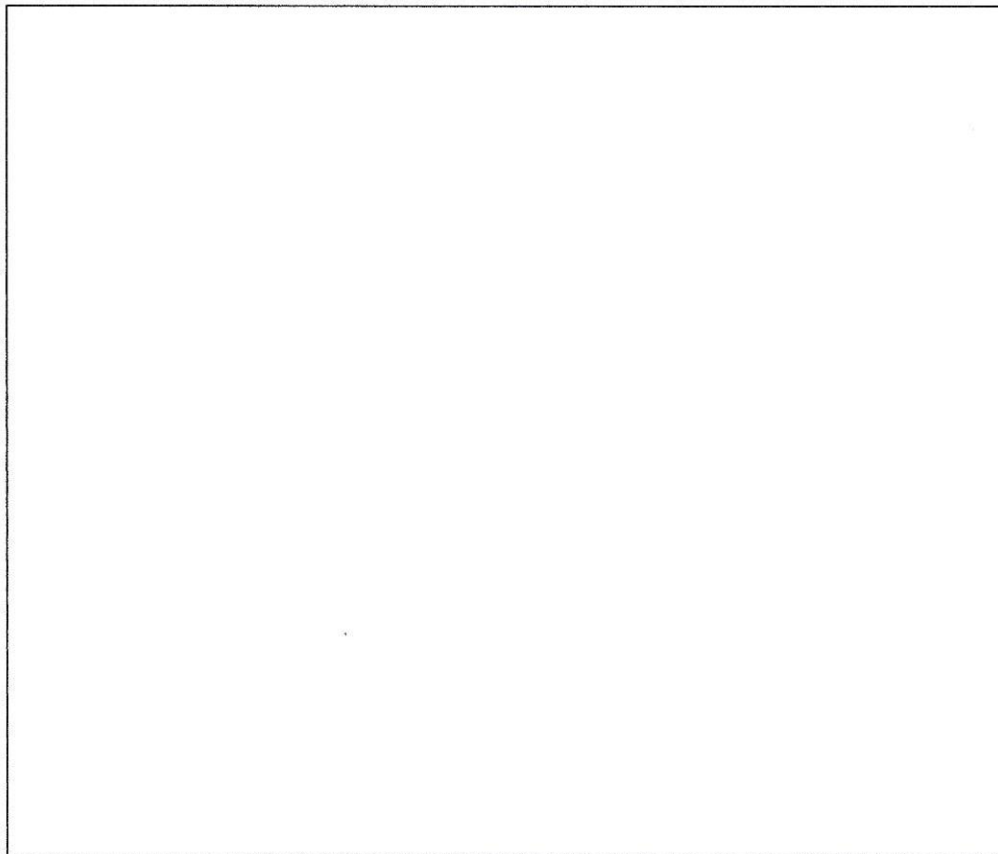
Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

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. Two key principles that demonstrate the Scouting aims are 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.

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.



Section D

Achievements and performance

Summary of the main achievements of the charity during the year

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Section E

Financial review

Brief statement of the charity's policy on reserves

The Group does not have any formal policy regarding financial reserves. However, the Group takes a prudent approach to expenditure including internal consensus and careful budgeting throughout the year.

Details of any funds materially in deficit

Further financial review details (Optional information)

You may choose to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

Section F

Other optional information

Section G

Declaration

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

Signed on behalf of the charity's trustees

Signature(s)

Andrew Fisher

Sara Brooksbank

Full name(s)

Andrew Fisher

Sara Brooksbank

Position (eg Secretary, Chair, etc)

Chairperson (Acting)

Treasurer

Date

22 March 2022

Oatlands Scout Group**Receipts and Payments account for the year ended 31 December 2020**

	<u>Y/E</u> <u>31/12/2020</u>	<u>Y/E</u> <u>31/12/2019</u>
	£	£
<u>Receipts:</u>		
Membership Subscriptions	8,158	13,601
<u>Less:</u> Capitation fees paid to district	<u>(3,901)</u>	<u>(4,147)</u>
Net membership subscriptions retained	4,257	9,454
Youth programme and activities	(1,479)	23,033
Donations	500	3,124
Elmbridge Borough Council Grant	10,000	0
Donations in lieu of subscriptions	578	0
Easy Fund Raising	44	0
Use of Hut	780	1,355
Roof Fund	0	490
HMRC Gift Aid Tax Relief	9,686	3,938
HMRC Repayment Supplement	18	0
Insurance Claim	4,800	0
Fundraising:		
Events	0	900
OatFest 2018	0	284
Oatfest - Waitrose Donation	333	0
Bag Packing	0	2,005
Sale of T-shirts	44	108
Credit - Badges and Uniform	0	7
Hardship Funds	0	0
Oatlands Village Fayre	0	19,525
Adjustment		4,556
Repairs and Renewals	0	20
Adult support and training	0	0
Investment Income: Bank interest	31	94
Foreign Exchange Refund	9	
<u>Total Gross Income</u>	<u>29,600</u>	<u>68,893</u>
<u>Payments:</u>		
<u>Charitable Payments:</u>		
Youth programme and activities	2,890	30,862
Equipment for Scout Group	0	335
Adult Support Training	8	0
Uniforms and Badges	890	1,144
Leaders' Uniform	34	0
Repairs and Renewals	994	1,080
Roof Maintenance	0	7,500
Cleaning of Hut	877	1,367
Electricity	1,638	952
Environmental Health	0	0
Insurance	2,836	2,616

Internet		7	7
TV Licence		158	155
Water and sewerage		273	421
Fundraising expenses		0	268
Purchase of T-Shirts		0	1,487
OatFest 2018		28	0
Materials and Equipment		0	0
Printing, postage and photocopying		0	167
AGM and Trustee Expenses		40	396
Oatlands Village Fayre		0	19,944
<u>Donations:</u>	Donations	40	0
	Hardship Fund	0	0
<u>Other costs:</u>	Telephone	0	0
	Audit Fee	200	0
	Administration Expenses	457	383
	Ground Rent	25	25
	Bank Transfers	0	0
	Bank Charges	123	25
<u>Total Gross Expenditure</u>		11,516	69,134
Equipment purchases		0	1,471
<u>Total Payments</u>		11,516	70,605
<u>Net Receipts (- Net Payments) for the year</u>		18,084	(1,712)
<u>Cash funds from last year</u>		51,380	53,092
<u>Cash funds to this year end</u>		69,464	51,380

Oatlands Scout Group

Statement of Assets & Liabilities as at 31 December 2020

	<u>Y/E</u> <u>31/12/2020</u>	<u>Y/E</u> <u>31/12/2019</u>
	£	£
<u>Cash Funds</u>		
Bank current accounts	29,937	16,300
Bank deposit accounts	39,529	35,051
<u>Total Cash Funds</u>	<u>69,466</u>	<u>51,351</u>
 <u>Non Monetary Assets for Scouts' use</u>		
Scout H.Q.	41,739.00	41,739
Equipment	2,519	3,359
<u>Sub Total</u>	<u>44,258.25</u>	<u>45,098</u>
<u>Total Net Assets</u>	<u>113,724.23</u>	<u>96,449</u>

The above receipts and payments account and statement of assets and liabilities were approved

by the trustees on 23rd March 2022 and signed on their behalf by:

Signature Andrew Eisher.....

Chair (Acting)

Signature [Signature].....

Treasurer



Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the trustees/
members of

Oatlands Scout Group

On accounts for the year
ended

31 December 2020

Charity no
(if any)

305803

Set out on pages

1-3

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

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to my attention.

Basis of independent
examiner's statement

My examination was carried out in accordance with 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 the 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 ~~(other than that disclosed below*)~~

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 Charities Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities 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.

* Please delete the words in the brackets if they do not apply.

Signed:

Date:

22.03.2022

NICHOLAS DENT

Relevant professional
qualification(s) or body
(if any):

Institute of Chartered Accountants of England and Wales.
Member No. 8986265,

Address:	2 Oatlands Avenue
	Weybridge
	KT13 9TN

Section B

Disclosure

Only complete if the examiner needs to highlight material problems.