



Trustees' annual report (including Directors' report) for the period

From: Period start date 1/8/2019

To: Period end date 31/7/20

Charity name: 1st Buxted (O'Brien's Own) Scout Group

Charity registration number: 305838

Company number: n/a

Objectives and activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	As an educational charity, the primary object of the trust is the instruction of young people in the principles of discipline, loyalty and good citizenship.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	The aim of the Scout Association is to promote the development of young people in achieving their full physical, intellectual, social and spiritual potential, as individuals, as responsible citizens and as members of their local, national and international communities. The method of achieving the aim of the Scout Association is translated at the Group level into an enjoyable and attractive scheme of progressive training based on the Scout Promise, Law and Motto, guided by adult leadership.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	
Policy on social investment	Para 1.38	

including program related investment		
Contribution made by volunteers	Para 1.38	
Other		

Achievements and performance

Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p>Annual reports produced by the individual sections detailing activities and achievements were produced for scrutiny at the delayed annual general meeting held on 21/1/20 at the charity's principal address.</p> <p>Bonfire night –Buxted community 2019 Overland Hike – Cancelled due to COVID-19 PL Scout Camp – Autumn 2019 Hut Build All Camping in 2020 - Cancelled due to COVID-19</p> <p>All sections offered online contact & activities for the lockdown in March 2020.</p> <p>The Group also took advantage of rate rebates.</p>
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Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	

Investment performance against objectives	Para 1.41	
Other		

Financial review

Review of the charity's financial position at the end of the period	Para 1.21	Reserves of £27,167.86 were held at the end of the period, which maintains a comfortable amount to secure the on going continuation of the group.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	Reserves are held as necessary to ensure its ongoing, day-to-day charitable activities can be maintained for a 12 month period.
Amount of reserves held	Para 1.22	£27,167.86
Reasons for holding zero reserves	Para 1.22	Not applicable
Details of fund materially in deficit	Para 1.24	Not applicable
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	Not applicable

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	Subscriptions paid by Scouts, Cubs & Beavers. Fundraising - Firework display, raffle tickets Periodic donations, grant applications & legacies Wealden District Council Covid 19 Rate Grant
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal	Para 1.46	The Committee is aware of the main areas of risk. Areas of risk and the means to mitigate them are identified below:

risks facing the charity

Risk: General risks involved in the pursuit of scouting activities

Mitigation: Scouting pursuits naturally involve exposing adults and young people to risks; that is the nature of an activity-based ethos. Whilst it is impossible to counter every possible risk, it is possible to ensure that volunteers are adequately trained for their roles and are capable of identifying and managing risk in a sensible fashion. All new volunteers must subscribe to Disclosure and Barring Service checks and third party references are taken. The Ashdown District maintains a training manager and all Leaders follow a programme of modular training which includes risk identification, first aid and the safeguarding of children. Events are subject to their own risk assessments. Codes of Behaviour are used to educate and inform Leaders. Checks and core safety training are subject to renewal at regular intervals.

Risk: Injury to leaders, supporters and members

Mitigation: In conjunction with the mitigation applied to the general risks above, an annual census of the Group is submitted to the Ashdown District. This establishes a capitation fee, which is paid to the Scout Association. The capitation fee contributes to the Scout Association's national accident insurance policy, which provides necessary insurance to mitigate personal injury risk to Leaders, supporters and members.

Risk: Damage to the Scout hut building and or equipment.

Mitigation: In the event that Group premises and/or property become unusable the Group would request the use of buildings, property and equipment from neighbouring organisations such as other Scout Groups. The Group has buildings and contents insurance in place to partially mitigate against permanent loss and the Quartermaster conducts an annual audit of the Group assets. The Group insurance is placed through the Scout Association insurance broker. The level of cover reflects as far as possible (within the capacity for meeting the insurance premium) the replacement cost of the refurbished building and its contents in the event of total loss.

Risk: Reduced income from fund raising

Mitigation: The Group is primarily reliant upon

income from subscriptions and fundraising. The Group does hold a reserve to ensure the continuity of activities should there be a major reduction in income. The Committee could raise subscriptions to increase income on an on-going basis either temporarily or permanently.

Risk: Reduction or loss of Leaders Mitigation: The Group is totally reliant upon volunteers to run and administer the activities of the Group. If there was a reduction in the number of leaders to an unacceptable level in a particular section or the Group as a whole there would have to be a closure of a section or in the worst case scenario the complete closure of the Group. Historically the Ashdown District in the Scouting organisation has provided excellent support to the Group during periods when local leaders have been unavailable. The Group would request assistance from Ashdown District in the event of any future difficulties. However, the section leaders have extensive experience of coordinating Group activities and do an excellent job maintaining an appropriate programme of activities.

Risk: Financial irregularities

Mitigation: Group finances are controlled by the Group Treasurer, who monitors and controls income and expenditure, which is largely conducted through the section leaders. The Group Treasurer maintains written accounts and produces regular financial updates to the Executive Committee. With regard to disbursements, all bank transfers require three authorised signatures. The Group produces annual accounts which are subject to independent inspection and which are submitted to the Scout District.

All funds are held in cash using only mainstream banks or building societies.

The land on which the Group hut is situated belongs to a community trust, the Ionides Trust. The Trustees have already leased a significant area of the land in their care to a health centre. The objects of the trust also permit the appropriation of part of The land to build a village hall, the Group is in the final stages of entering into a replacement lease to reflect the new BCHAT area extending to a term of 125 years.

Other		
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Structure, governance and management

Description of charity's trusts:		
Type of governing document: for example, trust deed, memorandum and articles of association etc	Para 1.25	A Declaration of Trust, dated 1 October 1955 by the Boy Scouts Association Trust Corporation, incorporated under the Companies Act 1929 establishes the trust. The 'Policy, Organisation and Rules' of the Scout Association guides the establishment of the Group Executive Committee.
How is the charity constituted? for example limited company, unincorporated association, CIO	Para 1.25	The charity is constituted as a trust and run by the Group Executive. Members of the Group Executive Committee (the Committee) act collectively as the Charity Trustees of the Scout Group. They are responsible for the day-to-day management of the Scout Group and Committee members are legally and financially responsible for its management.
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Members of the Committee, having been subject to the selection criteria of the Policy, Organisation and Rules of the Scout Association are appointed as trustees.

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
	Para 1.51	

Relationship with any related parties		
Other		

Reference and administrative details

Charity name	1st Buxted (O'Brien's Own) Scout Group
Other name the charity uses	
Registered charity number	305838
Charity's principal address	The Scout Hut, Ionides Memorial Centre, Framfield Road, Buxted, East Sussex, TN22 4LE

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)	
<i>Scott Fraser</i>	<i>Group Chair</i>			
<i>Dave Roberts</i>	<i>Group Secretary</i>			
<i>Andrew Stevens</i>	<i>Group Treasurer</i>			
<i>Andi Reynolds</i>	<i>Group Scout Leader</i>			
<i>Duncan Riley</i>	<i>Scout Leader</i>			
<i>Kerry Woolley</i>	<i>Beaver Leader</i>			
<i>Emma Baggaly</i>	<i>Parent Representative</i>			
<i>Andy Paterson</i>	<i>Parent Representative</i>			
<i>Rachel Brocklebank</i>	<i>Parent Representative</i>			

Corporate trustees – names of the directors at the date the report was approved

Director name	

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	

Additional information (optional)

Names and addresses of advisers (optional information)

Type of adviser	Name	Address
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Name of chief executive or names of senior staff members (optional information)

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Exemptions from disclosure

Reason for non-disclosure of key personnel details

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Other optional information


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Declarations

The company has taken advantage of the small companies' exemption in preparing the report above.

The trustees declare that they have approved the trustees' report (including directors' report) above.

Signed on behalf of the charity's trustees/directors

Signature(s)		
Full name(s)	SCOTT FRASER	
Position (for example Secretary, Chair, etc)	CHAIRMAN.	
Date	7/6/21	

1st Buxted O'Briens Own Scout Group
STATEMENT OF RECEIPTS AND PAYMENTS

For the year to date from 2nd August 2019 to 31st July 2020

2019/2020

Receipts

Subscriptions h/d beavers	£782.34
Subscriptions Buxted Beavers	£1,358.80
Subscriptions h/d cubs	£988.22
Subscriptions Buxted Cubs Wednesday	£815.28
Subscriptions Buxted Cubs Thursday	£1,357.92
Subscriptions Scouts Tuesday/both added together	£2,922.45
Subscriptions Scouts Wednesday	£0.00
Gift Aid Refund	£3,905.59
Donations/sponsorship	£13,881.69
cub activities	£647.63
Cub Camps	£465.84
bonfire night income	£3,591.77
other fundraising	£0.00
Beaver activities	£74.10
h/d beaver activities	£0.00
hall/equipment hire	£0.00
h/d cub activities	£57.00
Badges/Scarves/Tshirts	£0.00
scout camps	£929.67
scout activities	£906.78
Group Camp	£80.00

Total Receipts

£32,765.08

Payments

Capitation	£7,182.00
Hut Maintenance	£407.40
Hut Running Expenses	£4,655.80
Equipment Bought/Repaired	£1,295.78
hd beaver activities	£0.00
Beaver activities	£84.00
h/d cub activities	£0.00
Section Materials	£1,455.57
Family camp	£73.99
Leaders Uniforms/Training	£140.35
cub activities	£1,617.15
cub camps	£342.52

Badge Scarves Tshirts	£906.09
Bonfire Night costs	£1,262.88
Other Fundraising Costs	£0.00
Exceptional Costs	£580.34
scout camps	£1,684.61
scout activities	£897.24
Total Payments	£22,585.72

Surplus/Deficit for the year **£10,179.36**

BALANCE SHEET At ...

Opening Reserves	16988.50
Surplus/Deficit for the Year	10179.36
Reserves to Carry Forward	£27,167.86

Represented by:

Online Account 2017 onwards	20631.04
Bank Deposit Account - 10-day Access	0.00
Old account 2017/18 (was cash before)	6536.82
	£27,167.86

1st Buxted Scout Group
2019/20 Accounts

I have reviewed your annual accounts and confirm the closing balance of £27,167.86 as at 31st July 2020 agrees with the bank statements.

I have checked a random sample of 40 transactions and the paperwork is consistent with the data in the spreadsheet.

The accounts you have prepared are a fair reflection of your financial movements throughout the year.

Yours sincerely

Fiona Dionne CTA

3rd March 2021

