

1st CROWBOROUGH SCOUT GROUP

**TRUSTEES' REPORT AND
ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2021**

Charity No: 305839

1st CROWBOROUGH SCOUT GROUP

Charity Information

Trustees

Beesley, Michael John
Buckingham, Steven (elected 21.11.20)
Carmichael, Lauren
Carmichael, Robin
Dalton, Thomas
Downing, James (resigned 21.11.20)
Everitt, Martyn Douglas
French, Mason (resigned 21.11.20)
Hemsley, Valerie
Hockin, Gareth
Jennings, Charles (elected 21.11.20)
Lomax, Stewart
Moon, Terry George
Ringe, Henry James George
Ringe, Sheila Ann
Robison, Oliver
Sheppard, Heather
Whittle, Natalie Helen

Charity Number

305839

Charity Address

Scout Headquarters
Whitehill Road
CROWBOROUGH
East Sussex
TN6 1JA

Independent Examiner T S B Lee ACIB

Bankers

National Westminster Bank plc
Tunbridge Wells, Kent

1st CROWBOROUGH SCOUT GROUP

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1st CROWBOROUGH SCOUT GROUP

Trustees' Report for the year ended 31 March 2021

The trustees present their report and accounts for the year ended 31 March 2021.

Chairman's Report

It's been another challenging year for 1st Crowborough and all scout groups, working within government and the scout association guidelines with regards to the Covid pandemic.

However, our long-standing group is blessed with a fantastic team of leaders, assisted by enthusiastic parents, guided by this committee of hard-working members especially the treasurer and secretary. As a result, the finances are healthy and the committee has been kept in line and actively working to keep the wheels turning and in the right direction.

Thankfully all sections are now back up and running, albeit with slightly reduced numbers. I'm sure once the word gets out the youngsters will come flooding back to join in with the excellent program of activities planned for them.

It wasn't easy getting certain building work done during lockdown or even getting together to do the simpler tasks undertaken by adult volunteers from within the group. The maintenance of the hall and surroundings is now being undertaken for the benefit of everyone.

Trustees

The trustees named on Page 1 have served during the year. The Trustees are appointed in accordance with the Policy, Organisation and Rules of The Scout Association, which allows Warranted Leaders to opt-in as Trustees and for the Group Scout Council to elect others as is felt appropriate.

Investment Policy

The Group's Trustees are authorised to make and hold investments using the general funds of the charity. However, the Group does not hold sufficient funds to invest and has therefore adopted a risk averse strategy with all funds being held in cash using only banks or building societies that are included in the Financial Services Compensation Scheme

1st CROWBOROUGH SCOUT GROUP

Constitution, Objects and Policies

The Group is a trust established under its rules, which are common to all Scouts. Its governing documents are those of The Scout Association. They consist of a Royal Charter, which in turn gives authority to Bye Laws of the Association and the Policy, Organisation and Rules of The Scout Association.

The Objectives of the group are as a unit of the Scout Association. The aim of which 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 and guided by adult leadership.

The reserves policy of the Group is to maintain sufficient funds to continue the charitable activities of the Group for a minimum period of 3 months should income and fundraising activities cease and also sufficient to meet any major unforeseen cost generated as a result of necessary maintenance to the Group's freehold property. The Group Executive Committee considers that the Group should hold circa £10,000 in this respect. The Group held reserves sufficient to meet this target at the year-end wholly in line with the policy.

The Sections hold sufficient funds to meet their immediate needs.

Public Benefit

The Group meets the Charity Commission's public benefit criteria under both the advancement of education and the advancement of citizenship or community development headings.

Financial View

Funds available are sufficient to permit the charity to continue in operation in the medium term.

1st CROWBOROUGH SCOUT GROUP

Statement of trustees' responsibilities

The Group is managed by the Group Executive Committee, the members of which are the charity trustees of the Group, which is an educational charity.

As charity trustees they are responsible for complying with legislation applicable to charities including the registration, keeping of proper accounts and making returns to the Charity Commission as appropriate.

The Group Executive Committee exists to support the Group Scout Leader in meeting the responsibilities of the appointment, and is responsible for the maintenance of the property, the raising and administration of the Group's funds, the insurance of people, property and equipment, assisting with recruitment and appointment of necessary sub committees, administrators and advisors other than those elected.

The trustees are responsible for the identification of major risks and for safeguarding the resources of the charity and to this end the Group has in place insurances and internal controls that are designed to provide reasonable assurance against material mismanagement or loss. Damage to the building may require use of the premises of neighbouring organisations, reduced income could demand increased subscriptions, a material reduction in Leaders or members could result in a contraction, consolidation or closure of a section. Risk Assessments are undertaken before all activities.


Approval

This report was approved by the trustees on the 26th August 2021 and signed on their behalf

Trustee


Secretary

Trustee


President

1st Crowborough Scout Group
Registered Charity no 305839
Year ending 31 March 2021

Income & Expenditure Account
for the period year ended

	<u>31st March 2021</u>		<u>31st March 2020</u>	
INCOME				
Subscriptions	4,185.00		23,108.00	
Less Capitation Paid	<u>7,830.00</u>		<u>11,826.00</u>	
Net Subscription income	- 3,645.00	note 1	11,282.00	
Less Expenditure				
Headquarters				
Repairs and Maintenance	2,502.00		1,557.00	
Caretaking -				
Cleaners' wages	4,709.00	note 2	4,576.00	
materials	36.00		267.00	
Insurances	1,901.00		1,979.00	
Equipment purchases	1,503.00		5,319.00	
Telephone	190.00		193.00	
Web site	303.00		285.00	
Utilities -		note 1		
Gas	350.00		1,157.00	
Electricity	478.00		735.00	
Rates -				
Water	470.00		625.00	
Council	-		484.00	
Refuse disposal	361.00		450.00	
Fire security	<u>96.00</u>	12,899.00	<u>96.00</u>	17,723.00
Other Costs				
Printing & Stationery	80.00		153.00	
Gifts & Trophies	50.00		307.00	
Online Scout Manager	246.00		134.00	
Leaders' Uniforms	-		53.00	
Net cost of T shirts	365.00		84.00	
Cost of badges	758.00		1,468.00	
Net cost of Scarves	<u>-</u>	1,499.00	<u>152.00</u>	2,351.00
Depreciation		2,647.00		2,647.00
Camp				
Income	175.00		9,056.00	
less costs	<u>1,515.00</u>	- 1,340.00	<u>8,253.00</u>	803.00
Other Activities				
Section Activities and Events - income	194.00		4,788.00	
Section Activities and Events - costs	<u>1,171.00</u>	- 977.00	<u>3,277.00</u>	1,511.00
Excess of Expenditure over Income before Fundraising		- 23,007.00		- 9,125.00
Tax Recovered - Gift Aid		10,166.00	note 5	
Fund Raising Activities				
Donations	571.00		4,030.00	
Grants Received	13,729.00	note 6	6,000.00	
Secondhand Uniforms	95.00		40.00	
BBQ's	-		1,335.00	
Christmas Card Delivery	-		1,439.00	
Xmas Craft Fair	-		287.00	
Chocolate Tombola	-		307.00	
Xmas Wreath Making	-		403.00	
Hire of Hall	-		4,470.00	
Interest rec'd	<u>16.00</u>	14,411.00	<u>55.00</u>	18,366.00
Excess of Income over Expenditure		<u>1,570.00</u>		<u>9,241.00</u>

1st Crowborough Scout Group
Registered Charity no 305839

Balance Sheet as at

31st March 2021

31st March 2020

Fixed Assets

Land & Buildings		52,160.00		52,160.00
Building Improvements	24,613.00		24,613.00	
LESS Depreciation	- 23,194.00	1,419.00	- 20,547.00	4,066.00
Equipment at Cost	18,507.00		18,507.00	
LESS Depreciation	- 18,507.00	-	- 18,507.00	-
Total Fixed Assets		53,579.00		56,226.00

Current Assets

Balance at Bank- Group	22,916.00		17,335.00	
unrestricted reserve	15,000.00	note 7	10,000.00	
Sections etc.	7,891.00		14,144.00	
Cash in Hand- Group	-		281.00	
Sections etc	54.00		113.00	
		45,861.00		41,873.00
Total Assets		99,440.00		98,099.00

LESS Current Liabilities

Sundry Creditors		175.00		404.00
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Net Assets		<u>99,265.00</u>		<u>97,695.00</u>
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REPRESENTED BY-

General Fund balance as at	1st April 2020	97,695.00	88,454.00
Excess of Income over Expenditure		1,570.00	9,241.00
General Fund balance as at	31st March 2021	<u>99,265.00</u>	<u>97,695.00</u>

Notes to accounts:

- Covid 19
Face to Face Scouting was not allowed during the term from Easter through to the summer. Returning in the autumn Face to Face meetings were allowed on a restricted basis outdoors. Whilst meetings continued online these met a mixed reception. Subscriptions were considerably reduced to reflect the loss of service provision. Loss of use of Headquarters resulted in reduced costs.
- Cleaner's Wages
see note 6
- Fixed Assets
Depreciation is provided at the following rates in order to write off each asset over its estimated useful life
Building Improvements 20% on cost
Equipment at Cost 25% on cost
- Camp and Other Activities
Refunds of prepayments in previous year.
- Gift Aid
The return was submitted bi-annually with the sum received relating to the years to 5 April 2019 & 2020
- Grants Received
Covid 19 Business Support Grant 10000.00
Covid 19 Local Restrictions Support Grant 1334.00
HMRC Job Retention Scheme Grant 2395.00
13729.00
- Reserves
£10,000 funds held in case of unforeseen circumstances
£5,000 unused grant monies

Approved by the trustees on
and signed on their behalf

26th August

2021

Trustee

J. Shuttle
Secretary.

Trustee

7 *Hj Runge*
President

1st CROWBOROUGH SCOUT GROUP

Independent examiner's report to the trustees of 1st Crowborough Scout Group

I report on the accounts of the Group for the year ended 31 March 2021, which are set out on pages 6 and 7.

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.

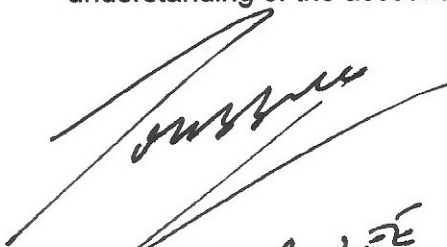
Basis of independent examiner's report

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 those 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 Charities Act.
 - 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.


Tom S. B. LEE
ACIB (Retired)

17 AUG 2021