

Pen-y-ffordd Scout Group

Year-end accounts

31 December 2020

Registered Number: 517642

PEN-Y-FFORDD SCOUT GROUP

TRUSTEES REPORT

31 December 2020

The Executive Committee present their report and the financial statements for the year ended 31 December 2020. They confirm that the financial statements comply with current statutory requirements and with those of the charity's constitution.

Structure and governance

The charity was established under a constitution adopted in 1986, when it registered as a charity. The organisation is registered and governed by the UK Scout Association.

The Purpose of Scouting

Scouting exists to actively engage and support young people in their personal development, empowering them to make a positive contribution to society.

The Values of Scouting

As Scouts we are guided by these values:

Integrity - We act with integrity; we are honest, trustworthy and loyal.

Respect - We have self-respect and respect for others.

Care - We support others and take care of the world in which we live.

Belief - We explore our faiths, beliefs and attitudes.

Co-operation - We make a positive difference; we co-operate with others and make friends.

The Scout Method

Scouting takes place when young people, in partnership with adults, work together based on the values of Scouting and:

- enjoy what they are doing and have fun
- take part in activities indoors and outdoors
- learn by doing
- Share in spiritual reflection
- take responsibility and make choices
- undertake new and challenging activities
- make and live by their Promise.

The Vision

The vision was that by 2023 we will have prepared more young people with skills for life, supported by amazing leaders who deliver an inspiring programme. We will be growing, more inclusive, shaped by young people and making a bigger impact in our communities. As a result of Covid-19 this strategy has been extended until 2025.

Our Goals

We will achieve the following goals against our four objectives:

1. Growth

50k more young people

10k more Section Leaders

5k more Young Leaders

2. Inclusivity

Our volunteers reflect the demographics of our society

In 500 more areas of deprivation

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3. Youth Shaped

250k young people shape their Scouting each year

50% young people achieve top awards

4. Community Impact

250k young people making a positive impact in their local communities each year

50% young people achieve top awards

There will be three pillars of work

To meet these objectives, we will focus on three pillars of work:

Perception, People and Programme

Our Scout Group

Pen-y-ffordd Scout Group consists of a Beaver Colony, Cub Pack and a Scout Group, we also host an Explorer Scout unit on behalf of Flintshire District Scouts through a Partnership agreement. The Group provides activities for children aged 6 to 18 in accordance with the aims and objectives of the Scout movement nationally.

We entered 2020 with high hopes, enthusiasm and active programmes planned for sections, and the long awaited and anticipated International Scout trip to Kandersteg, little did we know Scouting was going to change beyond all recognition.

Scouting as we knew it was brought to an abrupt halt in March 2020 when we were directed by the organisation to cease face to face scouting activities with immediate effect as a result of the emerging Covid 19 Pandemic.

Scouting nationally and locally adapted quickly making use of social media platforms initially to promote 'Scouting at home' activities, challenges, competition's, activities towards badge work, there were no boundaries to the creative ideas Leaders came up with.

The number of activity and challenge badges awarded significantly increased.

Camps took place at home, during the daily exercise routines Scouts set a challenge to collectively run, cycle, walk or scoot the length of Wales, they far exceeded this distance!

This evolved with the Scout association going into a partnership for free Zoom accounts, gradually section meetings evolved to being run on Zoom, some sections evolved quicker than others however as life was changing quickly and leaders were having to adapt to significant change in their personal lives as well as their scouting life it was important each section developed at the pace that was right for them.

Members experienced lego workshops, cooking activities, keep fit ,the opportunities to be creative were endless.

Scouts Cymru delivered a Promise renewal ceremony online on St Georges Day.

Leaders Steve Love and Graeme Cooper were awarded official Scout Association awards for their contribution to Scouting.

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Explorer Scouts

As a group we host Blaze Explorers on behalf of Flintshire District however for all sense and purpose they are treated as an equal partner of Pen-y-ffordd Scout Group. A partnership agreement is in place and reviewed annually.

This year in line with the organisations POR Blaze Explorer unit has become financially independent of Pen-y-ffordd Scout Group and pay £5 per month per head to Pen-y-ffordd Scout group for use of the hut, equipment and the Minibus. The Partnership agreement has been reviewed to reflect this.

Kandersteg International Scout Camp 2020

An international camp was booked for July 2020 for a total of 40 scouts, Explorers and Leaders, several activities has been undertaken in preparation for the camp and a separate fundraising committee had been established primarily led by parents with significant funds raised.

Due to Covid -19 a decision had to be taken that the trip could not go ahead, this was devastating for both young people and Leaders. Unfortunately, the trip insurance was taken out through the booking with Venture Abroad and we were not covered for the significant loss paid out for flights. Communication with Venture Abroad was slow to the point we were out of timescale for moving the flights to alternate dates.

Parents and leaders were financially out of pocket, therefore through consultation with Executive committee and with District Commissioner oversight parents and leaders were reimbursed most of the monies they had paid out. This came from a mixture of fundraised money for the trip and Covid Grant.

Training

As a leadership team and executive committee, we continue to fair well keeping up with training in comparison to other Groups in Flintshire District. Leaders are all on target with their training and are guided by Training Adviser/ Cub leader Hannah Morris and Assistant Scout Leader Sue Randle. 2 leaders are near to completing their Wood Badge.

Leader training has all moved online during the pandemic, with options to join training run by areas and counties across the UK.

Community Impact.

It is not possible for us as a Scout Group, to take part in every Scout Association community initiative however we can have an impact on our local community by taking an active role as a Scouts Group.

This year Covid-19 put a halt on all but one community activities, we managed at very last minute to get a licence to run the much-loved group Santa Float. Changes had to be made to comply with our Covid-19 Risk assessment which had to be submitted to Flintshire County Council for approval. Santa also did an afternoon at the Red Lion Christmas Fayre. Changes included minimal collectors, no knocking on doors and a new initiative of an online Just giving page.

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Executive Committee Activity

Exec activity has been somewhat reduced due to covid 19, with scouting being unable to run for much of the year. The few meetings that have taken place have been via zoom. Most decision making has been made using face book messenger Exec group.

Update on our Scout Hut

Committee Chair Richard Memory represents the Scout Group on the committee of the community interest group who plan to take on the old school community building as a community asset transfer.

A feasibility study will be commissioned and outsourced to an independent company; Leaders will meet prior to meeting with the company so we can put together a list of minimum requirements.

A decision has been made to have some remedial work done on the roof in order to repair the current holes and provide further weatherproofing. A roofer has been identified and the work will commence in January 2021.

The electrics have been serviced in October 2020. A light has been installed outside to aid meeting outside in the winter evenings during the pandemic.

The hut has been fitted with hand sanitiser stations and hand washing facilities have been improved with the fitting of a small instant water heater for hot water in the toilets.

Covid signage has been put up around the hut.

Health and Safety

The hut is maintained to an acceptable standard in line with Health and Safety requirements Jacksons undertook our annual fire extinguisher check in February.

This year some remedial work has been organised on the Scout Hut roof. The benefits were immediately noticeable.

Executive Committee Training

We have not had any new committee members; all training is now virtual with E learning options available. The committee has good compliance with required training.

Online Scout Manager

OSM is a computer programme designed for storing personal details of scout members, communicating with parents and keeping records of scout programmes. OSM also supports GDPR by keeping data securely.

Flintshire District continues to fund OSM. Sections have extended their use of OSM for programme planning and communicating with parents.

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We have not proceeded with the plan to move subs payments over to OSM due to primarily meeting virtually and acknowledging it was not the time to review the amount paid for subscriptions. This will be revisited next year.

Welcome Pack

The welcome pack has been kept up to date with any necessary changes. The covid Risk assessment will shortly be added in along with the group covid operating procedures and a Zoom code of conduct, in preparation for increased Scouting activity next year.

Minibus

The minibus has had minimal use this year due to Scouts being unable to meet, the insurance was reduced to fire and theft only and the bus was SORN for a period.

Fundraising

Fortunately, we squeezed in a successful fundraising Casino evening in February 2020, no further fundraising took place until our Santa float at the beginning of December referenced previously in the Community impact area of this report.

Principal Address:

Pen-y-Ffordd Scout Group
Hawarden Road
Pen-y-Ffordd
Chester
CH4 0JE

Executive Committee

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 Trustees are appointed in accordance with the Policy, Organisation and Rules of The Scout Association.

The Committee consists of 3 independent representatives, Chair, Treasurer and Secretary together with the Group Scout Leader, individual section leaders and parent representation and meets every 6 weeks.

Members of the Executive Committee should complete 'Essential Information for Executive Committee' training within the first 5 months of joining the committee.

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.

Group public occasions.

Assisting in the recruitment of leaders and other adult support.

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Appointing any sub committees that may be required.

Appointing Group Administrators and Advisors other than those who are elected

The Group is managed by the Executive Committee who are listed below:

Sharon Bakewell (Treasurer)	Stephen Love
Simon Briscoe	Richard Memmory (Chair)
Emma Clark (resigned 29 May 2021)	Helen Mitchell (resigned 27 March 2021)
Sarah Crosby	Natalie Roberts (resigned 12 December 2021)
Joanne Davies (resigned 30 August 2021)	Nicola Robinson
Andrea Dixon (Group Scout Leader)	Chris Williams
Hannah Dooley-Morris	
Rachel Kendrick (resigned 29 May 2021)	

Financial Review and Reserves

The results for the year show a net cash inflow of £6,556 compared to £16,304 in the previous financial year. The previous year's figure included money collected and fundraised for Camps which were due to happen in 2020 of £12,223. In the event, due to the pandemic these camps did not take place and the money that was paid to individuals was refunded in 2020.

The Total Funds held by the Group on 31 December 2020 was £47,239 and this is split between Designated Funds held across the 3 sections of Beavers, Cubs and Scouts of £1,506, Money for future camps - £9,000, Minibus and remedial work on the building of £20,000 which leaves £16,733 as free reserves. The Committee feel that the Charity needs to hold approximately 6 months expenditure as free reserves, which equates to approximately £10,000. We are currently over this limit due to Grant funding which was received in the year but not spent at year end. Plans have been put in place to spend this money on charitable activities in 2021.

Grant Funding

Despite fundraising being reduced to a minimum this year, as a Scout Group we have been fortunate to be eligible for Covid -19 business support grants and a Non - domestic rates - Lockdown grant. This has brought in significant funding far in excess of our usual fundraising efforts.

Subscriptions

Despite meeting virtually for most of the year most of our members subscriptions continued as usual, parents were given the option of ceasing or reducing payments if their personal financial circumstances were impacted as a result of the pandemic.

The trustees' report and accounts were approved by the trustees on 20 December 2021 and

Signed on their behalf by:

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Andrea Dixon
Group Scout Leader

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RECEIPTS AND PAYMENTS

For the year ended 31 December 2020

Consolidated accounts including Beavers, Cubs and Scouts Sections

	Total Unrestricted 2020 £	Total Unrestricted 2019 £
RECEIPTS		
Subscriptions	9,577	12,512
Fundraising	4,949	16,185
Donations	1,460	150
Grants	14,240	3,942
Trips and Activities	5,771	18,677
Badges/Hoodies	131	474
Contributions from Blaze Explorers	580	-
Miscellaneous income	206	130
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	36,915	52,070
PAYMENTS		
Subs paid to Explorers	74	612
Scout Association Membership	4,070	4,312
Minibus Expenses	839	3,330
Insurance	1,427	1,343
Building maintenance	580	298
Rates	-	-
Utilities	577	525
Miscellaneous	475	261
Training and uniform	-	1,574
Equipment	2,494	4,469
Fundraising expenses	394	3,039
Food and Provisions	120	1,861
Camps and Activities	18,518	13,305
Badges/Hoodies	791	837
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	30,359	35,766
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Net Cash Inflow	6,556	16,304
Funds at 1 January 2020	40,683	24,379
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Funds at 31 December 2020	<u>47,239</u>	<u>40,683</u>

PEN-Y-FFORDD SCOUT GROUP
STATEMENT OF ASSETS AND LIABILITIES

As at 31 December 2020

	2020	2019
	£	£
Funds Held		
Group Current Account	19,531	9,574
Group Savings Account	17,000	14,000
Group Petty cash	202	420
	36,733	23,994
Group Funds		
Sections Funds:		
Beavers	292	609
Cubs	367	245
Scouts	9,847	15,835
	10,506	16,689
Section Funds		
Total Funds	47,239	40,683
 Funds - Split		
Designated- Camps	9,000	12,223
Designated- Section	1,506	4,466
Designated- Building	3,000	3,000
Designated- Minibus	15,000	12,000
Unrestricted	18,733	8,994
	47,239	40,683

Approved by the Executive Committee and signed on their behalf by:

Sharon Bakewell
Treasurer
20 Decemer 2021

PEN-Y-FFORDD SCOUT GROUP
INDEPENDENT EXAMINER'S REPORT
TO THE MEMBERS OF PEN-Y-FFORDD SCOUT GROUP

I report on the financial statements of Pen-y-Ffordd Scout Group for the year ended 31 December 2020.

Respective responsibilities of Trustees and examiner

The charity's Trustees are responsible for the preparation of the financial statements. The charity's Trustees consider that an audit is not required for this period 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 financial statements under section 145 of the 2011 Act;
- to follow the procedures laid down in the General Directions given by the Charity Commissioners under section 145(5)(b) of the 2011 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 Commissioners. An examination includes a review of the accounting records kept by the charity and a comparison of the financial statements presented with those records. It also includes consideration of any unusual items or disclosures in the financial statements, 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 2011 Act; and
- to prepare financial statements which accord with the accounting records and to 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 financial statements to be reached.

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