

21st Gateshead (St. Helen's) Sea Scout Group Receipts and Payments Account

Year start date

Year end date

For the year from	01/01/2021	To	31/12/2021
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Receipts and payments

	2021			2020	
	Unrestricted funds £	Restricted funds £	Designated funds £	Total funds £	Total funds £
Receipts					
Donations, legacies and similar income					
Membership subscriptions	7,808	-	-	7,808	5,552
Less: Membership subscriptions paid on (National/County/Area/District)	2,448	-	-	2,448	3,036
Net membership subscriptions retained	5,360 #	- #	- #	5,360 #	2,516 #
Donations	4	-	-	4	252
Legacies	-	-	-	-	-
Gift Aid	1,939	-	-	1,939	1,328
Other similar income	180	-	-	180	341
Sub total	7,483	-	-	7,483	4,437
Grants					
Maintenence grant (Gateshead MBC)	-	-	-	-	-
COVID Support grant	16,383	-	-	16,383	13,903
Other grants	-	-	-	-	-
Sub total	16,383	-	-	16,383	13,903
Fundraising (gross)					
Tuck Shop Sales	105	-	-	105	-
coffee morning	-	-	-	-	-
Other fundraising activities (Inc Easy Fundraising)	-	-	-	-	-
Sub total	105	-	-	105	-
Investment income					
Bank interest	-	-	-	-	-
Building Society interest	-	-	-	-	-
The Scout Association Short Term Investment Service	-	-	122	122	70
Property Rent income	100	-	-	100	-
Minibus hire income	975	-	-	975	-
Other investment income	-	-	-	-	-
Sub total	1,075	-	122	1,197	70
Total Gross Income	25,046	-	122	25,167	18,409
Asset and investment sales, etc.	-	-	-	-	-
Total receipts	25,046	-	122	25,167	18,409

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Receipts and payments



	2021			2020	
	Unrestricted funds £	Restricted funds £	Designated funds £	Total funds £	Total funds £
Payments					
Charitable Payments					
Youth programme and activities	1,325	-	-	1,325	1,419.57
Adult support and training	26	-	-	26	-
Rent	-	-	-	-	
Water and Sewerage	5,015	-	-	5,015	118.60
Electricity and Gas	619	-	-	619	770.50
Insurance	530	-	-	530	584.84
Repairs and Renewals	1,136	-	-	1,136	8,680.45
Materials and equipment	41	-	-	41	653.30
Printing and photocopying	-	-	-	-	
Contribution to camp costs	1,998	-	-	1,998	385.63
Uniforms	109	-	-	109	87.30
AGM and trustee expenses	-	-	-	-	
Other costs minibus expenses	1,167	-	-	1,167	656.99
Other costs	111	-	-	111	360.00
Other costs detail 3	-	-	-	-	-
Sub total	12,079	-	-	12,079	13,717.18
Fundraising expenses					
Bonus Ball	-	-	-	-	-
Tuck Shop Supplies	61	-	-	61	29.81
Detail 3	-	-	-	-	-
Other fundraising costs	-	-	-	-	-
Sub total	61	-	-	61	29.81
Total Gross Expenditure	12,139	-	-	12,139	13,746.99
Asset and investment purchases, etc.	-	-	-	-	-
Total payments	12,139	-	-	12,139	13,747
Net of receipts/(payments)	12,907	-	122	13,028	4,662
Transfers between funds				-	-
Cash funds last year end	19,079		20,667	39,746	35,084
Cash funds this year end	31,986	-	20,789	52,774	39,746

Statement of assets and liabilities at the end of the year

	2021			2020	
	Unrestricted funds	Restricted funds	Designated funds	Total funds	Total funds
	£	£	£	£	£
Cash funds					
Bank current account	31,986	-	-	31,986	19,079
Bank deposit account	-	-	-	-	-
Building society account	-	-	-	-	-
The Scout Association Short Term Investment Service	-	-	20,789	20,789	20,597
Cash/Floats	-	-	-	-	-
Total cash funds	31,986	-	20,789	52,774	39,676
Other monetary assets					
Tax claim	-	-	-	-	-
Debts due from the County/Area/District/Group	-	-	-	-	-
Insurance claim	-	-	-	-	-
Sub total	-	-	-	-	-
Investment assets					
Investment property - detail	-	-	-	-	-
Quoted investments	-	-	-	-	-
Other investments - detail	-	-	-	-	-
Sub total	-	-	-	-	-
Non monetary assets for charity's own use					
Badge stock	150	-	-	150	150
Shop stock	20	-	-	20	20
Other stock	-	-	-	-	-
Land and buildings	30,000	-	-	30,000	30,000
Motor vehicles	675	-	-	675.11	1,008
Scouting equipment, furniture etc	5,000	-	-	5,000	5,000
Other	-	-	-	-	-
Sub total	35,845	-	-	35,845	36,178
Liabilities					
Accounts not yet paid	-	-	-	-	-
Expenses incurred but not invoiced	-	-	-	-	-
Subscriptions not yet paid	-	-	-	-	-
Loan - detail	-	-	-	-	-
Other liabilities	-	-	-	-	-
Sub total	-	-	-	-	-

Contingent liabilities and future obligations

The above receipts and payments account and statement of assets and liabilities were approved by the Trustees on ##/##/#### (the date of the Executive Committee meeting that approved the accounts) and signed on their behalf by

Signature	Print Name	
	Rachel Coleman	Chair
	Alison Norton	Treasurer

Trustees' Annual Report

For the period

From (start date)

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 to end date

3	1	1	2	2	1
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Section A Reference and administration details

Charity name

21st Gateshead St Helen's Sea Scout Group

Other names the charity is known by

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Registered charity number (if any)

5	2	0	6	9	5
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Charity's principal address

Back of Beaconsfield Road	
Low Fell	
Gateshead	
Postcode	NE9 5EU

Names of the charity trustees who manage the charity

	Trustee Name	Office (if any)	Dates acted if not for whole year
1	Rachel Coleman	Chair	
2	Jayne Burton	Secretary	
3	Alison Norton	Treasurer	
4	Kevin Thompson	Group Scout Leader	
5	Irene Johnson	Beaver Scout Leader	
6	Jane Thompson	Cub Scout Leader	
7	Wiebke Graham	Scout Leader	
8	Cathy Westgate	Explorer Scout Leader	
9	Fiona Bootle	GDPR Officer	
10	Ann Lenier	Parent Representative	
11	Jenny Gibbs	Parent Representative	
12	Jon Gledhill	Parent Representative	
13			
14			
15			
16			
17			
18			
19			
20			

Section A**Reference and administration details (continued)**

Names and addresses of advisers (optional information but encouraged as best practice)

Type of advisor	Name	Address
Neighbourhood, Communities & Volunteering	Gateshead Council	Civic Centre, Gateshead NE8 1HH

Section B**Structure, governance and management**

Description of the charity's trusts

Type of governing document

(e.g. trust deed, constitution)

The Group's governing documents are those of the The Scout Association. They consist of a Royal Charter, which in turn gives authority to the Bye Laws of the Association and The Policy, Organisation and Rules of The Scout Association.

How the charity is constituted

(e.g. trust, association, company)

The Group is a trust established under its rules which are common to all Scouts.

Trustee selection methods

(e.g. appointed by, elected by)

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

Policies and procedures adopted for:

- a) the induction and training of trustees;
- b) trustee' consideration of major risks and the systems 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 registration, keeping proper accounts and making returns to the Charity Commission as appropriate.

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

This Group Executive Committee exists to support the Group Scout Leader in meeting the responsibilities of their appointment 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.

Risk and Internal Control

The Group Executive Committee has identified the major risks to which they believe the Group is exposed, these have been reviewed and systems have been established to mitigate against them. The main areas of concern that have been identified are:

Damage to the building, property and equipment. The Group would request the use of buildings, property and equipment from neighbouring organisations such as the Church, community centres and other Scout Groups. Similar reciprocal arrangements exist with these organisations. The Group has sufficient Buildings and Contents insurance in place to mitigate against permanent loss.

Injury to leaders, helpers, supporters and members. The Group through the capitation fees contributes to the Scout Association's national Accident Insurance Policy. Risk Assessments are undertaken before all activities.

Reduced income from fund raising. 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 the value of subscriptions to increase the income to the Group on an ongoing basis, either temporarily or permanently.

Reduction or loss of Leaders. 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 then there would have to be a contraction, consolidation or closure of a section. In the worst case scenario the complete closure of the Group.

Reduction or loss of Members. The Group provides activities for all young people aged 6 to 18. If there was a reduction in membership in a particular section or the Group as whole then there would have to be a contraction, consolidation or closure of a section. In the worst case scenario the complete closure of the Group.

The Group has in place systems of **internal controls** that are designed to provide reasonable assurance against material mismanagement or loss. These include 2 signatories for all payments and a comprehensive insurance policies to ensure that insurable risks are covered.

Section C	Objectives and activities
-----------	---------------------------

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.

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.

Summary of the main activities in relation to these objects

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; and
- make and live by their Promise.

Additional details of the objectives and activities (optional information but encouraged as best practice)

You **may choose** to include further

We use grants for specific fundraising such as refurbishments and new equipment. We rely on volunteers leaders to each section as well as parent helpers to assist with activities and as Executive members.

Public benefit statement

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.

Section D	Achievements and performance
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Summary of the main achievements of the charity during the year

An established membership means that we have been able to provide full programmes of activities for 18 Beaver Scouts, 21 Cub Scouts, 22 Scouts and 7 Explorers including Duke Of Edinburgh's Award scheme, outdoor and adventurous activities, cooking, hobbies and interests, team building and personal challenges.

Section E	Financial Review
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Brief statement of the charity's policy on reserves

Reserves Policy

The Group's policy on reserves is to hold sufficient resources to continue the charitable activities of the group should income and fundraising activities fall short. The Group Executive Committee considers that the group should hold a sum equivalent to 9 months running costs, circa £9,000.

Due to the accrual of small annual surpluses over many years, the Group Reserves stand at £39,819 at year end. This includes funds for the replacement of our Mini-bus, the future maintenance of the Scout Hut and the regular renewal of our Camping Equipment.

Quantify and explain any designations

Details of any funds materially in deficit (circumstances plus steps to eliminate)

Further financial review details (optional information)

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

- the charity's principal sources of funds (
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives

The majority of our income is drawn from membership subscriptions and reclaiming gift aid on those subscriptions.

We hold an annual fund raising event and seek grant fund to help with replacement of equipment.

Our Training Programme and overnight activities are run on a non-profit basis and regularly subsidised from Group funds. This is to try and ensure as far as possible that cost is not a barrier to a Young Person taking part.

Investment Policy

The Group does not have sufficient funds to invest in longer term investments. The Group has therefore adopted a risk averse strategy to the investment of its funds. All funds are held in cash using either mainstream banks or building societies, or The Scout Association's short term investment service.

Section F	Other Optional Information
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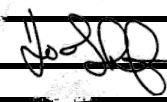
Plans for future periods (details of any significant activities planned to achieve them)

Replacement of group minibus.
 Replacement of outdated camping equipment.
 Improvements to fabric of building, including roof repairs and maintenance.

Section G	Declaration
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The trustees declare that they have approved the trustees' report above

Signed on behalf of the charity's trustees

Signature(s)								
Full name(s)	Rachel Coleman	Kevin Thompson						
Position (eg Secretary, Chair)	Chair	Group Scout Leader						
Date	<table style="margin: auto; border-collapse: collapse;"> <tr> <td style="border: 1px solid black; padding: 2px 5px;">2</td> <td style="border: 1px solid black; padding: 2px 5px;">1</td> <td style="border: 1px solid black; padding: 2px 5px;">0</td> <td style="border: 1px solid black; padding: 2px 5px;">4</td> <td style="border: 1px solid black; padding: 2px 5px;">2</td> <td style="border: 1px solid black; padding: 2px 5px;">2</td> </tr> </table>		2	1	0	4	2	2
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coffee morning	-	-	-	-	-
Other fundraising activities (Inc Easy Fundraising)	-	-	-	-	-
Sub total	105	-	-	105	-
Investment income					
Bank interest	-	-	-	-	-
Building Society interest	-	-	-	-	-
The Scout Association Short Term Investment Service	-	-	122	122	70
Property Rent income	100	-	-	100	-
Minibus hire income	975	-	-	975	-
Other investment income	-	-	-	-	-
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Receipts and payments

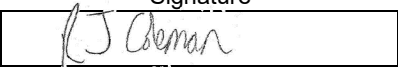

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Rent	-	-	-	-	
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Sub total	12,079	-	-	12,079	13,717.18
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Bonus Ball	-	-	-	-	-
Tuck Shop Supplies	61	-	-	61	29.81
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Total payments	12,139	-	-	12,139	13,747
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Transfers between funds				-	-
Cash funds last year end	19,079		20,667	39,746	35,084
Cash funds this year end	31,986	-	20,789	52,774	39,746

Statement of assets and liabilities at the end of the year

	2021			2020	
	Unrestricted funds	Restricted funds	Designated funds	Total funds	Total funds
	£	£	£	£	£
Cash funds					
Bank current account	31,986	-	-	31,986	19,079
Bank deposit account	-	-	-	-	-
Building society account	-	-	-	-	-
The Scout Association Short Term Investment Service	-	-	20,789	20,789	20,597
Cash/Floats	-	-	-	-	-
Total cash funds	31,986	-	20,789	52,774	39,676
Other monetary assets					
Tax claim	-	-	-	-	-
Debts due from the County/Area/District/Group	-	-	-	-	-
Insurance claim	-	-	-	-	-
Sub total	-	-	-	-	-
Investment assets					
Investment property - detail	-	-	-	-	-
Quoted investments	-	-	-	-	-
Other investments - detail	-	-	-	-	-
Sub total	-	-	-	-	-
Non monetary assets for charity's own use					
Badge stock	150	-	-	150	150
Shop stock	20	-	-	20	20
Other stock	-	-	-	-	-
Land and buildings	30,000	-	-	30,000	30,000
Motor vehicles	675	-	-	675.11	1,008
Scouting equipment, furniture etc	5,000	-	-	5,000	5,000
Other	-	-	-	-	-
Sub total	35,845	-	-	35,845	36,178
Liabilities					
Accounts not yet paid	-	-	-	-	-
Expenses incurred but not invoiced	-	-	-	-	-
Subscriptions not yet paid	-	-	-	-	-
Loan - detail	-	-	-	-	-
Other liabilities	-	-	-	-	-
Sub total	-	-	-	-	-

Contingent liabilities and future obligations

The above receipts and payments account and statement of assets and liabilities were approved by the Trustees on ##/##/#### (the date of the Executive Committee meeting that approved the accounts) and signed on their behalf by

Signature	Print Name	
	Rachel Coleman	Chair
	Alison Norton	Treasurer

Trustees' Annual Report

For the period

From (start date)

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 to end date

3	1	1	2	2	1
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Section A Reference and administration details

Charity name

21st Gateshead St Helen's Sea Scout Group

Other names the charity is known by

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Registered charity number (if any)

5	2	0	6	9	5
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Charity's principal address

Back of Beaconsfield Road	
Low Fell	
Gateshead	
Postcode	NE9 5EU

Names of the charity trustees who manage the charity

	Trustee Name	Office (if any)	Dates acted if not for whole year
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2	Jayne Burton	Secretary	
3	Alison Norton	Treasurer	
4	Kevin Thompson	Group Scout Leader	
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13			
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Type of advisor	Name	Address
Neighbourhood, Communities & Volunteering	Gateshead Council	Civic Centre, Gateshead NE8 1HH

Section B**Structure, governance and management**

Description of the charity's trusts

Type of governing document

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The Group's governing documents are those of the The Scout Association. They consist of a Royal Charter, which in turn gives authority to the Bye Laws of the Association and The Policy, Organisation and Rules of The Scout Association.

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Section C	Objectives and activities
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- share in spiritual reflection;
- take responsibility and make choices;
- undertake new and challenging activities; and
- make and live by their Promise.

Additional details of the objectives and activities (optional information but encouraged as best practice)

You **may choose** to include further

We use grants for specific fundraising such as refurbishments and new equipment. We rely on volunteers leaders to each section as well as parent helpers to assist with activities and as Executive members.

Public benefit statement

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.

Section D	Achievements and performance
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Summary of the main achievements of the charity during the year

An established membership means that we have been able to provide full programmes of activities for 18 Beaver Scouts, 21 Cub Scouts, 22 Scouts and 7 Explorers including Duke Of Edinburgh's Award scheme, outdoor and adventurous activities, cooking, hobbies and interests, team building and personal challenges.

Section E	Financial Review
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Brief statement of the charity's policy on reserves

Reserves Policy

The Group's policy on reserves is to hold sufficient resources to continue the charitable activities of the group should income and fundraising activities fall short. The Group Executive Committee considers that the group should hold a sum equivalent to 9 months running costs, circa £9,000.

Due to the accrual of small annual surpluses over many years, the Group Reserves stand at £39,819 at year end. This includes funds for the replacement of our Mini-bus, the future maintenance of the Scout Hut and the regular renewal of our Camping Equipment.

Quantify and explain any designations

Details of any funds materially in deficit (circumstances plus steps to eliminate)

Further financial review details (optional information)

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

- the charity's principal sources of funds (
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives

The majority of our income is drawn from membership subscriptions and reclaiming gift aid on those subscriptions.

We hold an annual fund raising event and seek grant fund to help with replacement of equipment.

Our Training Programme and overnight activities are run on a non-profit basis and regularly subsidised from Group funds. This is to try and ensure as far as possible that cost is not a barrier to a Young Person taking part.

Investment Policy

The Group does not have sufficient funds to invest in longer term investments. The Group has therefore adopted a risk averse strategy to the investment of its funds. All funds are held in cash using either mainstream banks or building societies, or The Scout Association's short term investment service.

Section F**Other Optional Information**

Plans for future periods (details of any significant activities planned to achieve them)


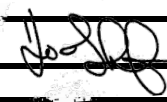
Replacement of group minibus.
 Replacement of outdated camping equipment.
 Improvements to fabric of building, including roof repairs and maintenance.

Section G**Declaration**

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

Signed on behalf of the charity's trustees

Signature(s)

	
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Full name(s)

Rachel Coleman	Kevin Thompson
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Position (eg Secretary, Chair)

Chair	Group Scout Leader
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Date

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Independent Examiners Report

Report to the trustees/members of 21st Gateshead (St Helen's) Sea Scout Group on Accounts for the year ended 31 December 2021 set out on the following pages.

Respective responsibilities of the Charity and the Independent Examiner

As members of the Charity you are responsible for the preparation of the financial statements; you consider that the audit requirement of Regulation 3(3) and section 144(2) of the Act do not apply and that an independent examination is needed. It is my responsibility to

- Examine the financial statements under s.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 examiner's statement

My examination was carried out in accordance with 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 accounts presented with these 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 I do not express an audit opinion on the accounts.

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 agree with the accounting records and comply with the accounting requirements of the 2011 Act ; or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Kate Tully FMAAT FCIE

Date 16th May 2022

Signed



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Kate Tully is a Fellow Member of the Association of Charity Independent Examiners and a Fellow Member of the Association of Accounting Technicians