The Charity Commission for Northern Ireland

6th Lisburn Scout Group	103917	

Receipts and payments accounts

For the period from	1st January 2016	To	31st December 2016	

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Balance Brought Forward		-	-		2,588
Beavers Subscriptions	499	-	-	499	-
Youth Council Grant	100	-	-	100	-
Sponsored Walk	77	-	-	77	-
Cubs Subscriptions	942	-	-	942	-
Youth Council Grant	100	-	-	100	-
Scouts Subscriptions	864	-	-	864	-
Youth Council Grant	100	-	-	100	-
A1 Sub total (Gross income for the Annual Return)	2,682	-	-	2,682	
A2 Asset and investment sales *(see tables 1 and 2 in section 7 of the guidance)*.					
	-	-	-	-	-
	-	-	-	-	-
A2 Sub total	-	-	-	-	-
Total receipts	2,682	-	-	2,682	
A3 Payments					
Beaver Capitation Fees	355	-	-	355	-
Scout Shop & Trophies	60	-	-	60	-
Other	78	-	-	78	-
Cubs Capitation Fees	359	-	-	359	-
Badges & Prizes	68	-	-	68	-
Uniforms	91	-	-	91	-
Crafts	93			93	
Activities	610	-	-	610	-
Scouts Capitation Fees	359	-	-	359	-
Scout Camp	331			331	
Scout Shop	53			53	
Badges & Trophies	73			73	
Other	133	-	-	133	-
A3 Sub total	2,663	-	-	2,663	
A4 Asset and investment purchases *(see tables 1 and 2 in section 7 of the guidance)*					
	-	-	-	-	-
	-	-	-	-	-
A4 Sub total	-	-	-	-	-
Total payments	2,663	-	-	2,663	-
Net of receipts/(payments)	19	-	-	19	
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	2,588	-	-	2,588	-
Cash funds this year end	2,607	-	-	2,607	

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £	Total funds to nearest £	Last year to nearest £
B1 Cash funds	Money held in sectional bank accouts	2,607		-	2,607	
		-	-	-	-	-
		-	-	-	-	-
	Total cash funds	2,607	-	-	2,607	-
	(agree balances with receipts and payments account(s))	OK	OK	OK	OK	OK

	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £	Total funds to nearest £	Last year to nearest £
B2 Other monetary assets		-	-	-	-	-
		-	-	-	-	-
		-	-	-	-	-
		-	-	-	-	-
		-	-	-	-	-
				Total	-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)	Last year
B3 Investment assets			-	-	-
			-	-	-
			-	-	-
			-	-	-
		Total	-	-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)	Last year
B4 Assets retained for the charity's own use			-	-	-
			-	-	-
			-	-	-
			-	-	-
			-	-	-
			-	-	-
			-	-	-
			-	-	-
		Total	-	-	-

	Details	Fund to which liability relates	When due (optional)	Amount due (optional)	Last year
B5 Liabilities				-	-
				-	-
				-	-
				-	-
				-	-
			Total	-	-

Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval
	Kirstine Jordan	Kirstine Jordan	29/01/18
	[illegible]	MARK HAMILL	29/1/18

Trustees' Annual Report

For the period

From (start date) 0 1 0 1 1 6 to end date 3 1 1 2 1 6

Section A **Reference and administration details**

Charity name: 6th Lisburn Scout Group

Other names the charity is known by:

Registered charity number (if any): 1 0 3 9 1 7

HQ registration number:

Charity's principal address:
Killaney Avenue
Old Warren
Lisburn
Postcode BT28 1PX

Names of the charity trustees who manage the charity

	Trustee Name	Office (if any)	Dates acted if not for whole year
1	Mark Hamill	Chairperson	
2	Cathie Garrett		
3	Kirstine Jordan		
4			
5			
6			
7			
8			
9			
10			
11			
12			
13			
14			
15			

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

Type of advisor	Name	Address

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 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.

Additional governance issues (optional information but encouraged as best practice)

You may choose to include additional information, where relevant, about: 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 Group Scout Leader and the leaders of it's different sections. 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. This Group Executive Committee 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.

Section B	Structure, governance and management (continued)
	Risk and Internal Control (Specimen 1) 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 centre 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 Associations 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 14. 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. **Risk and Internal Control (Specimen 2)** 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 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.
Summary of the main activities in relation to these objects	All our sections have a full and varied programme where the members undertake badgework, as laid out by the Scout Association, and also learn life skills and values that they will carry over into their adult years.

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

You **may choose** to include further statements, where relevant, about: • policy on grantmaking; • contribution made by volunteers;	

• policy on investments.

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

Summary of the main achievements of the charity during the year

We continue to maintain our numbers year on year. As detailed above we continue to provide a varied and interesting programme. Our members take part in district evens such as football competitions, archery events, expandite competitions and quizzes. We also arrange themed activities at certain times of the year i.e. Halloween Parties, Christmas movie screenings and end of year parties. We also take part in our annual St. George's Day parade and our annual Carol service. We have a prize night each year when all the sections come together to recognise the achievements of our members over thepast year.

Section E — Financial Review

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.

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 (including any fundraising); • how expenditure has supported the key objectives of the charity; • investment policy and objectives	**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 only mainstream banks or building societies.

Section F Other Optional Information

Plans for future periods (details of any significant activities planned to achieve them)	At present we are considering fundraising avenues to allow us to purchase new camping equipment. 2016 also marked the 50th anniversary of our Scout Group and we are going to replace the Scout flag to mark this event.

Section G Declaration

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

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Mark Hamill	
Position (eg Secretary, Chair)	Chairperson	
Date	29/01/18	