

Trustees' Annual Report

For the period

From (start date)

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 to end date

3	1	0	3	2	1
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Section A

Reference and administration details

Charity name

11th Southgate Scout Group

Other names the charity is known by

11th Southgate Christ Church Cockfosters Scout Group

Registered charity number (if any)

1 0 2 0 7 5 6

HQ registration number

4 2 0

Charity's principal address

Scout Headquarters

1c Chalk Lane

Cockfosters, Barnet, Herts

Postcode E N 4 9 J Q

Names of the charity trustees who manage the charity

(These will be published in the annual report of the charity and the Charity Register if reporting for a Registered Charity with a charity regulator)

	Trustee Name	Office (if any)	Dates acted if not for whole year
1	Mungo Knott	Group Scout Leader	
2	Vacant	Chairperson	
3	David Hunter	Treasurer	
4	Glenda Hunter	Secretary	
5	Nafisa Ashing	HQ Bookings	
6	Alina Rusu		
7			
8	Ben Weinberger		
9			
10	Peter Gibbs	Health & Safety	
11	Philip Houghtin-Hardy	Minibus Manager	
12			
13			
14			
15			

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

(These will be published in the annual report of the charity)

Type of advisor	Name	Address

Section B

Structure, governance and management

Description of the charity's trusts

1 LT700001 (3rd December 2018)

Type of governing document

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.

(e.g. trust deed, constitution)

How the charity is constituted

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

(e.g. trust, association, company)

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:

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.

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 Committee consists of 3 independent representatives, Chair, Treasurer and Secretary together with the Group Scout Leaders, individual section leaders (if opted to take on the responsibility) and parent's representation and meets every # months.

Members of the Executive Committee 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;
Appointing any sub committees that may be required;
Appointing Group Administrators and Advisors other than

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 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.

Risk and Internal Control (Specimen 2)

The group has in place systems of internal controls that are designed to provide reasonable assurance against material

Section C	Objectives and activities
<p>Summary of the objects of the charity set out in its governing document</p>	<p>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.</p> <p>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.</p> <p>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</p>
<p>Summary of the main activities in relation to these objects</p>	<p>To train young people in scouting skills which covers a wide range of activities.</p>

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.

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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

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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. The Group Executive Committee considers that the group should hold a sum equivalent to 6 months running costs, circa £6,000.

The Group held reserves of approximately £33,000 against this at year end. This is above the level/below required for operating expenses.

Quantify and explain any designations

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

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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 (Specimen 1)

The Group's Income and Expenditure is very small and as a consequence does not have sufficient funds to invest in longer-term investments such as stocks and shares. The Group has therefore adopted a low risk strategy to the investment of its funds. All funds are held in cash using only mainstream banks or building societies or The Scout Association's Short Term Investment Service.

The Group Executive regularly monitors the levels of bank balances and the interest rates received to ensure the group obtains maximum value and income from its banking arrangements. Occasionally this may involve using an account that requires a period of notice before funds may be withdrawn, before doing so the Group Executive considers the cash flow requirements.

Investment Policy (Specimen 2)

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)

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)

MUWAO KNOTT DAVID HUNTER

Position (eg Secretary, Chair)

CHAIR TREASURER

Date

23/11/21

11th Southgate Scout Group Receipts and Payments Account

Year start date

Year end date

For the year from	01/04/2020	To	31/03/2021
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Receipts and payments

	2020/21 Unrestricted funds £	2019/20 Unrestricted funds £
Receipts		
Donations, legacies and similar income		
Membership subscriptions	4,897	9,634
Less: Membership subscriptions paid on (National/County/Area/District)	2,449	3,382
Net membership subscriptions retained	2,448	6,252
Donations	65	301
Legacies		
Gift Aid	2,011	1,598
Other similar income		
Sub total	4,524	8,151
Grants		
Maintenance grant		
Other grants	22,194	
Sub total	22,194	
Fundraising (gross)		
100 Club	567	582
Detail 2		
Detail 3		
Other fundraising activities	74	38
Sub total	641	620
Investment income		
Bank interest	23	23
Building Society interest		
The Scout Association Short Term Investment Service		
Property Rent income	2400	7070
Other investment income		
Sub total	2,423	7,093
Total Gross Income	29,781	15,865
Asset and investment sales, etc.		350
Total receipts	29,781	16,215

11th Southgate Scout Group Receipts and Payments Account

Year start date

Year end date

For the year from	01/04/2020	To	31/03/2021\
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Receipts and payments

	2020/21 Unrestricted funds £	2019/20 Unrestricted funds £
Payments		
Charitable Payments		
Youth programme and activities	948	2
Adult support and training		
Rent	10	10
Water and Sewerage		
Electricity and Gas	1,249	2,114
Insurance	2,074	2,008
Repairs and Renewals	444	1,414
Materials and equipment	65	1,015
Printing and photocopying		
Contribution to camp costs		
Uniforms and Badges	337	1,304
AGM and trustee expenses		
Minibus	980	1,794
Other property costs	1,113	2,098
Group admin	628	
Sub total	7,848	11,758
Fundraising expenses		
100 Club	490	500
Detail 2		
Detail 3		
Other fundraising costs		
Sub total	490	500
Total Gross Expenditure	8,338	12,258
Asset and investment purchases, etc.		
Total payments	8,338	12,258
Net of receipts/(payments)	21,443	3,957
Cash funds last year end	11,765	7808
Cash funds this year end	33,208	11,765

Statement of assets and liabilities at the end of the year

31/03/2021

31/04/20

Unrestricted funds
£

Unrestricted funds
£

Cash funds		
Bank current account		
Bank deposit account	30989	8594
National Savings Investment Bank		20
The Scout Association Short Term Investment Service	2971	2948
Cash/Floats		
		16
Total cash funds	33,960	11,578
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		
Shop stock		
Other stock		
Land and buildings		
Motor vehicles		
Scouting equipment, furniture etc		
Other		
Sub total		
Liabilities		
Accounts not yet paid		
Expenses incurred but not invoiced	-752	187
Subscriptions not yet paid		
Loan - detail		
Other liabilities		
Sub total	752	187

Contingent liabilities and future obligations

Rent payable in the future £10 pa for the remainder of the lease - 4 years

The above receipts and payments account and statement of assets and liabilities were approved by the Trustees on 14th January 2021 (the date of the Executive Committee meeting that approved the accounts) and signed on their behalf by

Signature

Mungo Knott

D. Hunter

Print Name

Mungo Knott Chair

David Hunter Treasurer

Independent examiner's report to the trustees of 11th Southgate Scout Council

I report to the trustees on my examination of the accounts of the 11th Southgate Scout Group for the year ended 31st March 2021.

Responsibilities and basis of report

As the charity trustees of the 11th Southgate Scout Group you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the 11th Southgate Scout Group accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

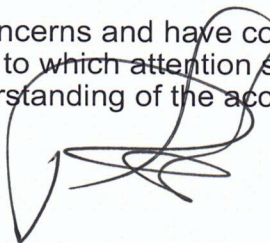
Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the 11th Southgate Scout Group as required by section 130 of the Act; or
2. the accounts do not accord with those records.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Signed:



Name: ANDREW AIKEN

Relevant professional qualification or membership of professional bodies (if any): F.C.A.

Address: 34 Birch Grove, Potters Bar, North, EN6 1SY

Date: 1st December 2021

