



7th Lichfield (St. Michael's) Scout Group

ANNUAL REPORT

2020/2021

**7th LICHFIELD (ST. MICHAEL'S) SCOUT GROUP  
ANNUAL REPORT  
FOR THE YEAR ENDED 31 MARCH 2021**

The Executive Committee presents their Report for the year ended 31 March 2021.

7th Lichfield (St Michael's) Scout Group is an unincorporated association which was formed in 1963 and registered with the Charity Commission on 27 May 1993. The registered charity number is 1021870.

The Charity's address is Scout Hut, Ash Grove, Lichfield, Staffordshire WS13 6ET.

The Members of the Executive Committee (who are Trustees for the purpose of Charity Law) who served during the period were:

**GROUP EXECUTIVE**

**Ex-Officio Members**

Carl Hall	Group Chair
James Davey	Group Vice-Chair
Richard Taylor	Group Scout Leader and Cub Scout Leader
Fiona Lever	Group Secretary
Tracy Godfrey	Group Treasurer
Paul Tennant	Beaver Scout Leader and Assistant GSL Beavers
Stephanie Stafford	Beaver Scout Leader
Caroline Fellows	Beaver Scout Leader
Jo Docker	Cub Scout Leader
Mark Ridley	Cub Scout Leader
Kev O'Riordan	Scout Leader
Pete Trueman	Scout Leader
Phil Mulligan	Scout Leader
Vacant	Assistant GSL Cubs
Paul Creaser	Assistant GSL Scouts

**Elected Members (10)**

Ian Clayton, Steven McLaren, Robert Slater, Claire Jenkins, Mark Sibborn, Ron Hope, Ruth Needham, David Edwards, David Jackson

**Group Scout Leader's Nominated Members (max 8)**

None

The Group Scout Council notes the following members of the Executive Committee

**Co-opted members (max 8)**

None

The Members of the Executive Committee are elected each year at the AGM.

The Charity Trustees have complied with their duty to have due regard to the guidance on public benefit published by the Charities Commission in exercising their powers or duties.



**7th LICHFIELD (ST. MICHAEL'S) SCOUT GROUP  
ANNUAL REPORT  
FOR THE YEAR ENDED 31 MARCH 2021 (CONTINUED)**

**Objects, Organisation and Activities**

The Charity exists to promote the development of young people in achieving their full physical, intellectual, social and spiritual potential as individuals, as responsible citizens and as members of their local, national and international communities.

Membership is open to any person between the ages of 6 and 14 years, who is interested in furthering the objects and who has paid the subscriptions laid down by the Executive Committee.

**Review of Progress and Achievements**

There are nine sections (3 Beavers, 3 Cubs and 3 Scouts) each meeting once per week.

There are approximately 200 members and 45 adult leaders.

Thanks to the fundraising activities during the year and donations the Group has been able to replace its large trailer and provide more equipment for use by its Members.

The Group has had a successful year in which it has provided many opportunities for all age groups.

**Finances**

The attached financial statements show the current state of the finances, which the Committee considers to be sound. The bank balance stood at £45,195.47 at 31 March 2021. This money is being held to finance working capital requirements, rolling maintenance costs and adventurous equipment purchase.

In addition we continue to hold funds with a view to securing larger premises or improving our current premises to accommodate our membership.

The Charity's bankers are HSBC, Lichfield and Walsall and CAF Bank.

The independent examiner is Mrs Sarah Flint FCCA. Mrs Flint is a Chartered Accountant.

**Risk Review**

The Executive Committee have examined the major internal and external risks which the Charity faces and confirm that systems have been established to minimise these risks. The Charity has agreed child protection policies and volunteers are vetted to ensure their suitability for working with young people.

Approved

C. S. Hall

Mr C Hall  
Chair

# **INDEPENDENT EXAMINER'S REPORT TO THE EXECUTIVE COMMITTEE OF 7th LICHFIELD (ST MICHAEL'S) SCOUT GROUP**

I report on the accounts of the Charity for the period ended 31 March 2021, which are set out on pages 4 to 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(2) of the Charities Act 2011 (the 1993 Act) and that an independent examination is needed.

It is my responsibility to:

examine the accounts under section 145 of the 2011 Act; to follow the procedures laid down in the General Directions given by the Charity Commission 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 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 2011 Act; and to prepare accounts which accord with the accounting records and 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 accounts to be reached.

Signed

*Sybil*

Date

*31/10/2021*

*C. S. Hall*

*31/10/2021*

Sarah Flint FCCA  
Chartered Accountant  
9 Giles Road  
Lichfield  
Staffordshire  
WS13 7JU



# 7TH LICHFIELD (ST MICHAEL'S) SCOUT GROUP

## Receipts & Payments Account summary for the year ended 31 March 2021

	This Year General Funds	This Year Restricted Funds	This Year Endowment Funds	This Year Total	Previous Year
	£	£	£	£	£
Total receipts for the year (pages D4 and D7)	26,578.29	3,992.00	0.00	30,570.29	81,244.36
Total payments for the year (pages D5 and D7)	-19,026.52	-3,992.00	0.00	-23,018.52	-79,100.15
Net receipts (payments) for the year	7,551.77	0.00	0.00	7,551.77	2,144.21
Transfers between funds	0.00	0.00	0.00	0.00	0.00
	7,551.77	0.00	0.00	7,551.77	2,144.21
Cash, bank and similar funds brought forward	37,643.70	0.00	0.00	37,643.70	29,769.32
Cash, bank and similar funds carried forward	45,195.47	0.00	0.00	45,195.47	31,913.53

The above account and accompanying statement(s) of assets and liabilities were approved by the  
Trustees

on 10<sup>th</sup> May 2021 and signed on their behalf by:

Trustee  
Signature C.S. Hall

Print Name CARL HALL

Trustee  
Signature [Signature]

Print Name RICHARD TAYLOR

## Receipts for the year ended 31 March 2021

Budget £	This Year General Funds £	This Year Restricted Funds £	This Year Total £	Previous Year £
19,000.00 Membership Subscriptions	19,561.51	0.00	19,561.51	20,972.45
-10,400.00 less: Capitation	-9645.50	0.00	-9,645.50	-7,740.60
8,600.00 <b>MEMBERSHIP SUBSCRIPTIONS</b>	9,916.01	0.00	9,916.01	13,231.85
18.00 Dividends and Interest	7.90	0.00	7.90	13.91
0.00 Property Rents	0.00	0.00	0.00	600.00
<b>INVESTMENT INCOME</b>				
18.00 <b>RECEIVED</b>	7.9	0.00	7.90	613.91
10,000.00 Donations/Grants	10,864.21	3,992.00	14,856.21	2,737.93
10,000.00 <b>DONATIONS / GRANTS</b>	10,864.21	3,992.00	14,856.21	2,737.93
-145.00 Camps	1,296.68	0.00	1,296.68	28,803.73
-718.83 Group Activities	-1,718.83	0.00	-1,718.83	10,860.42
0.00 Activities	-117.05	0.00	-117.05	775.23
1,000.00 Water Activities	1,380.00	0.00	1,380.00	4,325.20
136.17 <b>ACTIVITIES</b>	840.80	0.00	840.80	44,764.58
80.00 FUND RAISING Activities	138.84	0.00	138.84	8,979.15
80.00 <b>FUND RAISING (gross)</b>	138.84	0.00	138.84	8,979.15
Income Tax recovered -				
4,193.00 on subscriptions and donations	4,701.26	0.00	4,701.26	9,008.83
0.00 on dividends and interest	0.00	0.00	0.00	0.00
4,193.00 <b>OTHER INCOME</b>	4,701.26	0.00	4,701.26	9,008.83
0.00 Badge/Hoodies/T-shirt receipts	109.27	0.00	109.27	987.11
0.00 Sundry Income	0.00	0.00	0.00	921
0.00 <b>SUNDRY RECEIPTS</b>	109.27	0.00	109.27	1,908.11
<b>£23,027.17 TOTAL RECEIPTS FOR THE YEAR</b>	<b>£26,578.29</b>	<b>£3,992.00</b>	<b>£30,570.29</b>	<b>£81,244.36</b>



## Payments for the year ended 31 March 2021

Budget	This Year General Funds £	This Year Restricted Funds £	This Year Total £	Previous Year £
405.00 Rent	405.00	0.00	405.00	405.00
990.00 Rates/Refuse Collection	360.00	0.00	360.00	801.35
970.00 Electricity	267.85	0.00	267.85	953.00
270.00 Water	187.50	0.00	187.50	295.56
3,700.00 Insurance	3,711.49	0.00	3,711.49	3,472.82
800.00 Cleaning and Maintenance	813.36	0.00	813.36	493.14
300.00 Camping gas	0.00	0.00	0.00	614.36
<b>7,435.00 PREMISES COSTS</b>	<b>5,745.20</b>	<b>0.00</b>	<b>5,745.20</b>	<b>7,035.23</b>
430.00 Donations / Grants	4,035.00	0.00	4,035.00	465.31
<b>430.00 DONATIONS / GRANTS</b>	<b>4,035.00</b>	<b>0.00</b>	<b>4,035.00</b>	<b>465.31</b>
821.68 Camps	2,604.38	0.00	2,604.38	30,745.80
1,000.00 Group Activities	-1,472.00	0.00	-1,472.00	9,168.45
6,519.92 Activities	1,942.53	0.00	1,942.53	6,024.07
1,500.00 Water Activities	1,491.64	0.00	1,491.64	3,394.72
<b>9,841.60 ACTIVITIES</b>	<b>4,566.55</b>	<b>0.00</b>	<b>4,566.55</b>	<b>49,333.04</b>
0.00 Fundraising Expenses	0.00	0.00	0.00	6,401.73
<b>0.00 FUNDRAISING EXPENSES</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>6,401.73</b>
0.00 Refurbishment of hut	0.00	0.00	0.00	0.00
<b>0.00 REFURBISHMENT EXPENSES</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
0.00 Purchase/ Maintenance of Equipment	4,974.40	0.00	4,974.40	6,720.20
<b>0.00 PURCHASE/MAINTENANCE OF EQUIPMENT</b>	<b>4,974.40</b>	<b>0.00</b>	<b>4,974.40</b>	<b>6,720.20</b>
0.00 Purchase of Hoodies/Tshirts/Neckers/Blankets	1,025.50	0.00	1,025.50	2,279.37
0.00 Uniforms and Badges	1,138.64	0.00	1,138.64	1,995.89
<b>0.00 CLOTHING COSTS</b>	<b>2,164.14</b>	<b>0.00</b>	<b>2,164.14</b>	<b>4,275.26</b>
0.00 Bank Charges	69.00	0.00	69.00	0.00
0.00 Stationery & Digital	544.23	0.00	544.23	816.73
0.00 Sundry	100.00	0.00	100.00	263.67
0.00 Training	820.00	0.00	820.00	3,748.98
<b>0.00 OTHER EXPENSES</b>	<b>1,533.23</b>	<b>0.00</b>	<b>1,533.23</b>	<b>4,829.38</b>
<b>17,706.60 TOTAL PAYMENTS FOR THE YEAR</b>	<b>23,018.52</b>	<b>0.00</b>	<b>23,018.52</b>	<b>79,060.15</b>

# Statement of Assets and Liabilities

	This Year General Funds £	This Year Restricted Funds £	This Year Total £	Previous Year £
<b>MONETARY ASSETS</b> Cash, bank and similar funds				
Bank Current Account(s)	30,829.35	0.00	30,829.35	23,285.48
Bank Deposit Account(s)	14,366.12	0.00	14,366.12	14,358.22
Bank Term Deposit(s)	0.00	0.00	0.00	0.00
Building Society Account(s)	0.00	0.00	0.00	0.00
Cash in hand	0.00	0.00	0.00	0.00
	<u>45,195.47</u>	<u>0.00</u>	<u>45,195.47</u>	<u>37,643.70</u>
<b>OTHER MONETARY ASSETS</b>				
	0.00	0.00	0.00	0.00
Debts due to Group / District	0.00	0.00	0.00	0.00
<b>INVESTMENT ASSETS</b>				
Government Stocks at market value	0.00	0.00	0.00	0.00
Other quoted securities at market value	0.00	0.00	0.00	0.00
Other investments	0.00	0.00	0.00	0.00
Property held for investment purposes	0.00	0.00	0.00	0.00
	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
<b>NON-MONETARY ASSETS</b> Assets for Charity's own use				
Badge Secretaries' stock	500.00	0.00	500.00	500.00
Hoodies/Tshirts shop stock	2,816.61	0.00	2,816.61	2,373.97
Land and buildings	0.00	0.00	0.00	0.00
2 x trailers (at insurance value)				
Motor vehicles	4,872.00	0.00	4,872.00	5,550.00
Canoes, Kayaks etc	13,513.00	0.00	13,513.00	20,298.00
Scouting equipment, furniture, etc.	55,648.00	0.00	55,648.00	50,192.00
	<u>77,349.61</u>	<u>0.00</u>	<u>77,349.61</u>	<u>78,913.97</u>
<b>LIABILITIES</b> Those due within one year				
Accounts not yet paid	0.00	0.00	0.00	0.00
Expenses incurred not yet invoiced	0.00	0.00	0.00	0.00
Subscriptions not yet paid	0.00	0.00	0.00	0.00
	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
<b>LIABILITIES</b> Those due after one year				
Loan (with details)	0.00	0.00	0.00	0.00
Hire Purchase owing	0.00	0.00	0.00	0.00
Leasing payments outstanding	0.00	0.00	0.00	0.00
Other long term liabilities				
Rent of HQ lease until 2026 @ £405 per annum subject to review	405.00	0.00	0.00	0.00
	<u>405.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>