

TRUSTEES ANNUAL REPORT

Period: 1st April 2021 to 31st March 2022

CHARITY NAME: 1st Kingshill Scout Group
CHARITY NUMBER: 1029959
PRINCIPAL ADDRESS: Scout Hut, Hare Lane, Little Kingshill, Bucks HP16 0EE

NAMES OF TRUSTEES

Name	Office (if any)	Dates acted if not for whole year
Pamela Darge	Chair	From 13 October 2021
Lucy Sannwald	Treasurer	From 13 October 2021
Arlene Lindsay	Secretary	From 26 November 2021
Paul Hill	Group Scout Leader	
Richard Hughes	Deputy Group Scout Leader	
Adam Heeley	Scout Leader	
Sharon Last	Chair	Until 13 October 2021
Alison Kerekes	Secretary	Until 26 November 2021

COMMITTEE MEMBERS (in addition to above)

Name	Office (if any)	Dates acted if not for whole year
Iain Darge	Beaver Scout Leader	
Warren Howlett	Cub Scout Leader	
Jennifer Bass	Asst. Cub Scout Leader	
Andrew Reddington	Asst. Scout Leader	
Emma Ashlin	Co-Secretary	From 26 November 2021

ADVISORS

Name	Address	Type of Advisor
Charlotte Nicholas	26 Mulberry Court, Holmer Green, Bucks HP15 6TF	Finance

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STRUCTURAL GOVERNANCE AND MANAGEMENT

Governing Document

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 is the charity constituted?

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

Trustee selection methods

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

Additional Governance Issues

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 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 other interested parties. The committee meets 4 times each year.

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 those who are elected.

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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 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. The Scout District or County would also be asked to assist, at least temporarily, as they have done previously. 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.

Financial review: 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 comprehensive insurance policies to ensure that insurable risks are covered.

OBJECTIVES AND ACTIVITIES

The objective of the group as a unit of the Scouts is namely to actively engage and support young people in their personal development, empowering them to make a positive contribution to society. This is described in POR by the values and method of scouting.

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.

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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.

Main activities we provide to support these objectives

We run a range of activities for children aged 6-14, some of which are subsidised by the group through fundraising. Activities can include but are not limited to weekends camps for all sections, water sport and land based activities (climbing), as well as life skills such as lighting fires, tying knots, learning about local communities. We actively encourage all volunteers.

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.

ACHIEVEMENTS AND PERFORMANCE

COVID restrictions meant this year was a challenging one for our group. Leaders did switch to meetings over Zoom but this proved more successful for some sections than others. Our Beaver section did manage to hold a virtual camp which was well attended and we did see group numbers rise slightly. When restrictions were briefly lifted our Scout unit did meet outdoors for some face-to-face activities.

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FINANCIAL REVIEW

Reserves policy

The Groups policy on reserves has been to hold sufficient to continue the charitable activities of the group when income and fund raising activities fall short. We are fortunate to have received a number of local Government Grants from Buckinghamshire Council due to the COVID pandemic. Moving forward our policy will be to retain reserves of 50% of recurring expenditure to allow coverage for utilities, insurance etc.

Investment policy

Over the last year we have been able to invest in some refurbishment of our hut and maintenance of our ground borders. Moving forward we will need to look at further maintenance of our hut with the potential requirement of needing to build a new one. The Group has adopted a risk averse strategy to the investment of its funds. All funds are held in cash using only mainstream banks or building societies.

The Group held reserves of approximately £33,900 against this at year end. This is above the level required for operating expenses. However, this can be explained by multiple grants received during the financial year

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

Signed on behalf of the charity's trustees:

Signature/s:

Pange Lindsay

Full name/s:

Pamela Darge ARLENE LINDSAY

Position:

Chair SECRETARY

Date:

25 January 2023 25 JANUARY 23

2021-2022**Income**

Donation	250.00
Events	0.00
Events - Beavers	156.00
Events - Cubs	140.00
Events - Scouts	234.00
Fundraising	5.00
Grants	19,574.00
Membership Fees	5,170.00

Expense

Activity Equipment	0.00
Admin	0.00
Badges	0.00
Bank Fees	0.00
Events	0.00
Events - Beavers	8.52
Events - Cubs	6.18
Events - Scouts	224.88
Insurance	2,626.04
Meetings - Beavers	0.00
Meetings - Cubs	0.00
Membership Costs	2,637.68
Rates	96.09
Utilities	708.26
Venue Maintenance	968.00

Account balances

1st Kingshill Scouts	33,959.66
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Summary

Account balance brought forward	15,706.31
Total income	25,529.00
Total expenditure	7,275.65
Net income	18,253.35
Account balance carried forward	33,959.66

England & Wales

Template 1: Unqualified report for a non-company charity preparing receipts and payments accounts with a gross income of £250,000 or less in the relevant financial year

Independent examiner's report to the trustees of 1st Kingshill Scout Group Scout Council

I report to the trustees on my examination of the accounts of the 1st Kingshill Scout Group for the year ended 31st March 2022

Responsibilities and basis of report

As the charity trustees of the 1st Kingshill 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 1st Kingshill 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 1st Kingshill 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:

C. Nicholas

Name:

C. NICHOLAS

Relevant professional qualification or membership of professional bodies (if any): CIMA

Address:

26 MULBERRY COURT

Date:

HOLMER GREEN
BUCKS
HP15 6TF