



# **ANNUAL REPORT AND ACCOUNTS**

**FOR THE YEAR ENDED**

**31 March 2021**

**MEMBER OF THE UK SCOUT ASSOCIATION**



## TRUSTEES REPORT

### REFERENCE AND ADMINISTRATIVE INFORMATION

Registered Charity No.	1033767
Group Registration No.	
Charity contact name:	Mr Stuart Ross
Charity contact address:	3 Post Mill Crescent, Grundisburgh, Woodbridge, IP13 6UX
Charity main address:	The Scout Hut, Grundisburgh Playing Field, off Ipswich Road, Grundisburgh, Woodbridge, Suffolk, IP13 6TJ
Charity website:	www.grundisburghscouts.org.uk

### Trustees who manage the Charity

		Date appointed	Date resigned
THE TRUSTEES - <i>Ex Officio</i>			
Group Scout Leader	Mr Stuart Ross	04/06/2008	
Group Chair	Mr Philip Stebbings	13/05/2008	
Deputy Chair	Mrs Alison Banham	14/01/2021	
Secretary	Mrs Patricia Ross	01/06/1993	
Treasurer	Mrs Carly Richmond	14/06/2013	
Beaver Leader Representative	Ms Geraldine Millar	31/12/2017	
Cub Leader Representative	Mr Adrian Adams	07/12/2017	
Scout Leader Representative	Mr Stephen Swain	07/12/2017	
THE TRUSTEES - <i>Elected</i>			
Parent Rep	Mr Jason Banham	07/12/2017	

Custodian Trustees	The Scout Association Trust Corporation, Gilwell Park, Bury Road, Chingford, London E4 7QW
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### Professional Advisors

Bankers	Barclays Bank, 4 Church Street, Woodbridge, IP12 1DJ Co-operative Bank – Business, PO Box 250, Skelmersdale, WN8 6WT Nationwide Building Society, Kings Park Road, Moulton Park, Northampton, NN3 6NW Redwood Bank, The Nexus Building, Broadway, Letchworth Garden City, Hertfordshire, SC6 3TA Hampshire Trust Bank, 55 Bishopsgate, London, EC2N 3AS Ipswich Building Society, PO Box 547, Ipswich, IP3 9WZ United Trust Bank, 1 Ropemaker Street, London, EC2Y 9AW
Suffolk ProHelp Consultants	Mark Sargeantson - Land Surveyor, Fenn Wright, 1 Buttermarket, Ipswich, IP1 1BA Roger Gilles - Architect, Barefoot & Gilles Ltd, 2 Cromwell Court, 16 St. Peters Street, Ipswich, IP1 1XG James Robbins - Solicitor, Marshall Hatchick, 37 High Street, Aldeburgh, IP15 5AU
Independent Examiner:	Christine Wade, Hastings Wade, 58-60 Stowupland Road, Stowmarket, IP14 5AL

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## STRUCTURE GOVERNANCE AND MANAGEMENT

### **Governing Document**

The 1st Grundisburgh Scout Group is part of the Scout Association and belongs to the Deben Scout District. 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.

### **Constitution**

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

### **Trustee selection**

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

### **Governance**

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.

Members of the Executive Committee complete 'Essential Information for Executive Committee' training within the first few months of joining the Committee.

The Committee consists of three independent representatives, Chair, Treasurer and Secretary together with the Group Scout Leader, individual Section Leaders and parent representation and meets three times a year.

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.

### **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 primary school, village hall, sports pavilion, parish rooms and other Scout Groups. 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.

*Reduced income from fund raising.* The Group is reliant upon income from subscriptions and fundraising. The Group does hold a reserve, which should 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 were 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 were a reduction in membership 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.

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

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## OBJECTIVES AND ACTIVITIES

### *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.

### *Volunteers*

All the Section Leaders and helpers are volunteers and volunteers carry out all the fundraising.

### *Public Benefit*

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.

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## ACHIEVEMENTS AND PERFORMANCE

The Group comprises of a Beaver Colony, a Cub Pack and a Scout Troop with an Executive Committee.



### *Group Scout Leader's Report*

Well, what a year it has been! In my last Annual Report, I explained that Scout HQ stopped all face-to-face meetings on 16<sup>th</sup> March 2020 due to the COVID-19 pandemic, and at the time my thoughts were that we would return by May half term. Unfortunately, as we are now all too aware, the pandemic has continued and to this day still restricts social activities.

During this strange year of 2020 to 2021 there has been lots of information from the UK Scout HQ who have been liaising with the National Youth Agency to ascertain when meetings can return. In late June 2020, the COVID-19 level was lowered from Red to Amber allowing limited face-to-face meetings. After a socially distanced open air Executive Committee meeting in early July, it was decided to hold off restarting until children returned to School, which was planned for September.

COVID-19 Risk Assessments were completed in early September and sent to District, County and Scout HQ levels to authorise restarting. Unfortunately, due to District politics and administration, we did not get approval to restart until Mid-October. Grundisburgh Scout Group and Fynn Valley Explorers were very fortunate to get an approval, as many Groups in the District were denied restarting and had to keep changing their Risk Assessments.

With approval acquired we restarted on Monday 12<sup>th</sup> October with the Scout Troop. Due to work, personal or family reasons, a couple of warranted Leaders were unable to return, but with a sufficient number of adults in all Sections this allowed the Group to reopen. Scout HQ limited the number of children that could return in each Section to 15. Due to members ageing, and a very few wishing not to return, we were able to reduce Section numbers to this figure of 15, where they have remained for the rest of the year.

Three meetings for Scouts and Explorers, two meetings for Cubs and one meeting for Beavers were all held before the second lockdown came in November. Although the Schools remained open, social activities like Scouting were stopped by the UK Government. Scouting was able to return in December, and a further three meetings for Cubs and two for other Sections were held before the Christmas Holidays.



With COVID-19 cases increasing and new variants on the rise a third UK Lockdown was enforced in early January. Once again Scouting was stopped. At the time, we were told this halt would last until February, so the Scout Group chose to wait. However, when February came and the news of lockdown being extended, the Leadership felt we should start offering online 'Zoom' meetings in order to stay in touch with our members.

Zoom meetings in Scouting had been operating during the Summer and Autumn across the UK in various Groups but to a mixture of opinions. Grundisburgh Scout Group did not offer Zoom meetings in the Summer or early Autumn because at the early stages of the pandemic many of the Leaders were key workers, so as Group Scout Leader I felt it was not fair to ask them to commit to these Zoom meetings at the time. It was agreed with the Leaders and Assistants that Zoom meetings will be every two weeks for sections from Mid-February until face-to-face could return. As Group Scout Leader I wanted to ensure the sessions were fun and structured, so the first few sessions of each Section were led by myself with a mixture of games and quizzes. The Zoom calls were well attended with over 85% of the total membership on the calls.



Towards the end of March 2021, we started to look at badges and awards that could be completed over Zoom. It was around this time Scout HQ declared face-to-face meetings could return from 29<sup>th</sup> March. It was agreed with the Leaders and Assistants that Sections would return as soon as practical, and as a result the Scout Troop returned on Monday 29<sup>th</sup> March, Beavers on 30<sup>th</sup> March, Explorers on 31<sup>st</sup> March and Cubs returning a week later on 9<sup>th</sup> April due to Good Friday the week before.

Finally, I would like to welcome Alison Banham to the Executive Committee who has taken on the role of Deputy Chair. Alison brings a lot of experience as a previous Brownie Leader and Scouting wife and parent. As always, a big thank you to all our volunteer Leaders, Section Assistants and Committee members who continued to support me and the Group during a difficult time for everyone. We all hope that with the vaccine roll out across the UK in the coming months, this will end the need for lockdowns so Scouting can rebuild after Covid and become active in the Communities across the UK and our Village once again.

Stuart Ross, GSL



#### **Significant activities and highlights from each Section during the year:**

- 15 new Beavers joined the Colony as previous members moved to Cubs
- The Colony welcomes back Ben Huxley a previous Young Leader who will be helping as an adult
- Lorna Banham has gained her Assistant Beaver Leader Warrant
- Four face-to-face meetings held with Introductions, Games and a Christmas Campfire
- Builders Badge completed at Home and Air Activities completed over two Zoom calls



- 5 new Cubs joined the Pack. Many older Cubs moved to the Scout Troop
- Ryan Swain has gained his Assistant Cub Leader Warrant
- Dan Turner and Mike Walls have completed their Training
- Cubs Camp at home in their gardens as part of joint event
- Members take part in Hike to the Moon as part of the Great Indoors Challenge
- Five face-to-face meetings held involving Team Games and a Christmas Campfire
- Cubs complete the Navigator Stage 1 badge over two Zoom calls.



- 10 new Scouts join from Cubs
- Six face-to-face meetings held involving Team Games, Log Cutting and a Christmas Campfire
- Scouts complete the Local Knowledge badge during Zoom calls



Our associated Explorer Unit called Fynn Valley continues to provide Scouting experiences for members when they leave 1<sup>st</sup> Grundisburgh at 14 years old. They will remain a user of our facilities and equipment for the foreseeable future under the partnership agreement. Highlights:

- 8 new Explorers join from the Scout Troop
- Six face-to-face meetings held involving Games, Log Cutting, Pioneering Challenge, Campfire
- Explorers complete the Digital Citizen Stage 1 badge on a Zoom call with the assistance of former Grundisburgh Scout Joe Brown (Brother of Leader Sam) who discussed Internet Safety and Password Security whilst online.



### European Jamboree - Cancelled

Unfortunately Scout Group Members Rosie Rogers and Annabel Turnbull were unable to attend the European Jamboree in 2020 due to COVID-19. The organisers moved the event to new dates in 2021 but with the ongoing pandemic the event was cancelled completely.

This is such a shame for the girls who have worked hard to fundraise for the event. It is believed that Suffolk Scouts will now work towards providing something else for the Contingent.

### UK Scout Association National Archery Competition - Cancelled

Both the 2020 and 2021 Competitions have been cancelled due to the ongoing COVID-19 pandemic that sweeps the Nation and the World. It is hoped that the Competition will resume in 2022.

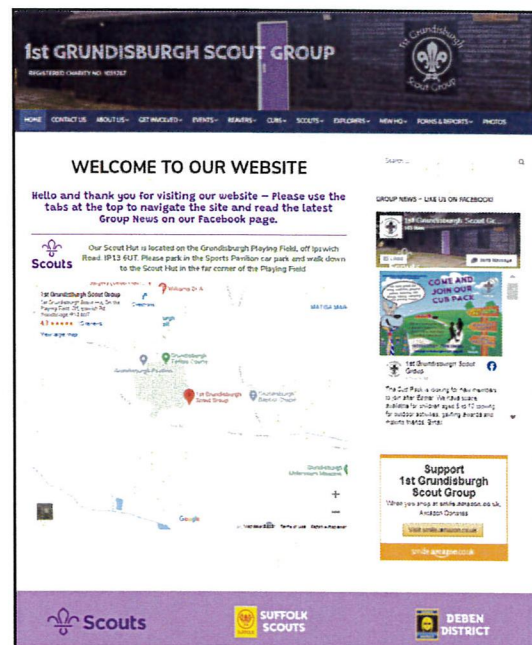
### Website updates

During the main Lockdown in 2020 a complete overhaul of the Scout Group website has been undertaken. A fresh new look makes finding information easier to access and less complicated to update over time.

Website pages include information about:

- ❖ Scout Group History
- ❖ Leaders, Young Leaders and the Executive Committee
- ❖ Fundraising
- ❖ Group Policies, Forms and Reports
- ❖ Getting Involved as a Youth Member or Adult Member
- ❖ Public Events
- ❖ All Sections Information, Uniform and Badges
- ❖ New HQ project
- ❖ Photo Gallery

The Home Page displays a feed from our Facebook page as current news, plus a Google map location and link to supporting the Scout Group via Amazon Smile online shopping site.



### The Scout Hut

Since March 2020, the Scout Hut has hardly been used much by the Sections, however, regular weekly checks for vandalism or theft have taken place. During the main lockdown period of April to June, this enabled some much needed maintenance which had not been completed before due to lack of time available. Major efforts were made inside to repaint walls, tidy areas, add new shelves, noticeboards, and fixtures. While outside the Scout Hut walls have been treated, the door and frame stripped back and repainted, new guttering and down pipes installed, roof cleared and the shed painted.

Also outside, the overgrown hedges, ivy and trees have been removed so they do not engulf the buildings, giving better air circulation and ability to see more of the Scout Hut, in case of vandalism or local youths hanging around using the area to smoke and drink. The old bike rack on the side of the Scout Hut has been moved to a new position by the Chapel Field hedge to make storage of bicycles easier, as there is an increasing trend for members to arrive on bicycles.

Insurance rates have been reduced as the building value was likely to be over estimated and a new 3 year electricity contract with EDF has reduced the costs of supply. The current lease for ground rent with the Grundisburgh Playing Field is due to end on 1<sup>st</sup> January 2023. Renewal of the lease will be dealt with closer to the date, however this depends on what stage the New HQ project has reached. Potentially a shorter time lease, rather than a 21 year lease, may be required to span the transition period from current building to the new building.

### New HQ progress

During 2020 the Scout Group and our professional advisors via Suffolk ProHelp have been in communication with Strutt and Parker, the Land Agent for Cranworth Estate, and Hopkins Homes who are currently seeking permission to develop 70 Homes on the Chapel Field site. Negotiations to acquire the land directly behind the Scout Hut have been difficult during the pandemic and are now waiting for the outcome of Chapel Field.

With strong objections to the development from within the Village it was felt the Scout Group Executive Committee could not fully provide an opinion on the matter, as benefits such as a new access road and potential increase in members competes against the disadvantages of upsetting and contradicting the many loyal and generous people in the Community, who have supported the Scout Group over the years.



### Our Events for the Village and Community during the pandemic

As the COVID-19 pandemic continued during the year it was clear our public events that engage with the Community were forced to be cancelled. Due to extensive work on the interior and exterior of the Scout Hut no events were planned in the Summer.

In the autumn term of 2020 with social restrictions still in place, the Scout Group arranged a free event for the Village to take part in. As the likelihood of children unable to have Halloween parties or 'Trick or Treat' we created 'The Grundisburgh Ghost Hunt' with the help of local residents who were able to place a poster of a Ghost in their window or garden. The task was aimed at families to navigate around the village using a map downloaded on our website to find these Ghosts and identify their colour and a letter of the alphabet shown. Once all 13 Ghosts were found, families should use the letters to make words and send their answers to the Scout Group. The winner would receive a free family ticket to our next Fireworks Display. Many people took part with most just walking around finding them for a bit of fun.



After the success of the Ghost Hunt another free event was published on our website. This treasure trail type activity involved walking around the village to solve clues to who stole our racing ducks Christmas presents. With clues relating to suspects names or birthdays the activity was designed for all ages and was downloaded many times and had good reviews.

A deadline of New Year's Eve was set so people could enter a prize draw to win family tickets to our next Fireworks Display.

This activity has remained on the website for further people in the village and wider Community to enjoy, albeit the prize draw has been removed.

This will serve as a good example of Scouting skills such as teamwork, following directions and problem solving that can be given to potential new members who are just joining the Scout Group or to people who want to know more about Scouting.

### Health and Safety reviews – COVID-19 and new Scouting Risk Assessments

In 2020 the Scout Association has reviewed many of its activities and ways of working to promote safer conditions and required adult training. The Safeguarding and Safety ongoing learning modules were renewed and all Leaders, Assistants and adults working in the Association need to be fully compliant with the latest rules. At 1<sup>st</sup> Grundisburgh Scout Group we are pleased to say our Leaders are up to date with all training.

When returning back to face-to-face meeting in October, a COVID-19 Risk Assessment was needed to identify the areas within the Scout Group and its operating to eliminate the risk of spread of COVID-19. A detailed Risk Assessment was completed and approved by the District. This document would continuously evolve during the pandemic, with parts added or changed from rules dictated from the Scout Association and the National Youth Agency - a Government body that the Scouting and any UK Youth activities fall under.

During 2020 the Scout Association also revealed that all Groups must have a complete set of Risk Assessments for all activities and operations that the Scout Group undertakes in the future. Up to 2020 most of the activities at Grundisburgh Scout Group were undertaken with a dynamic risk assessment and dangers were eliminated before the activity or explained verbally to members before partaking. A document has now been created to formally write down these risks and how the Scout Group deals with them. The document now incorporates existing risk assessments for higher level risk activities such as Firework Night and Archery. This document is to be reviewed at the start of each calendar year and copies are made available at the Scout Hut and emailed to all Leaders and Assistants within our Group.

## Summary

### ➤ Our Aims

The purpose of Scouting exists to actively engage and support young people in their personal development, empowering them to make a positive contribution to society. 1<sup>st</sup> Grundisburgh Scout Group continues to strive to achieve this by a balanced programme across all Sections working alongside all volunteer Leaders, Assistants, and parents, with support from District, County, and other Scout Groups. We intend to offer all members a night away experience per year, where possible, and give members the opportunity to achieve the top-level awards in their Section. Our future aims are to keep the Scouting adventures available to new members within the local Community, and to seek better facilities, in the form of a new headquarters for our current members, thus enhancing their Scouting life experiences.

### ➤ Strategies for achieving its stated aims and objectives

At 1<sup>st</sup> Grundisburgh Scout Group we have strived and will continue to:

- ❖ Achieve top awards by blending Section meeting activities and individual own efforts undertaken in their private lives.
- ❖ Utilise the open space of the playing field as well as the indoor space when creating a programme.
- ❖ Bring aspects of teamwork and leadership into the meetings, activities and games we organise in creative and challenging ways.
- ❖ Implement new activities in the programme which members are unable to experience at school or within the home environment. This is then reviewed and improved for next time.
- ❖ Continue being visible within the Grundisburgh village community and wider area at the yearly church parades and the family friendly events such as our summer Duck Race and November Fireworks Display which are open to the public.
- ❖ Work alongside other Scout Groups in the area to expand Scouting experiences and interactions.
- ❖ Maintain a continuous steady number of young members participating whilst seeking to increase our collection of volunteer adults to support the Sections.
- ❖ Offer all members at least one night way camping and outdoor experience during the year.
- ❖ Make it enjoyable for children and adults alike.

### ➤ Criteria or measures used to assess success in the reporting period

**Badges** – With face-to-face meetings limited, it has been difficult to complete top level awards. Other activity and stage badges have been gained by attendance of Zoom online sessions along with some homework. Beavers obtained the Air Activities Stage 1 and Builder Activity badges. Cubs achieved the Navigator Stage 1 badge. Scouts gained the Local Knowledge badge while Explorers completed the Digital Citizen 1 badge.

**Camps** – Due to COVID-19 pandemic traditional camping was not permitted by Scout HQ in the reporting period of 2020 to 2021. The Cub Section organised a one night camping at home experience during the Summer of 2020. It is hoped that camping and residentials will return in late Summer 2021.

### ➤ Performance of material fundraising

**Duck Race & Fireworks Display** – Due to the Government rules for dealing with COVID-19 this has impacted on Social distancing and gatherings for public. The Duck Race was cancelled in 2020 and will still be unable to run in 2021. The Fireworks Display was cancelled in 2020, the hope is that this can return in November 2021.

**Textile Bin** – For several months since the start of the pandemic, textiles were uncollected due to the processing plant partly closing as part of the Government enforced lockdown. Unfortunately, during this time, the textile deposits built up and many bags were left outside by the textile bin. In late July, the company operating the textile bin - JMP Wilcox, made arrangements to reduce the bin size so it can be collected by a sub-contractor company called Blakes from Norwich. On 28<sup>th</sup> July Blakes collected any dry materials from outside the textile bin. The remaining wet items were dried on the playing field and re-bagged. The large full bin was taken away on 12<sup>th</sup> August, with any remaining textiles, and the new bin was left in place. Since this switch to the smaller bin there has been fortnightly collections which has really boosted the fundraising with almost £700 received.

**Amazon Smile** – This new fundraising campaign allows the Group to gain a percentage of funds from people's online shopping at Amazon. People need to register to support the Scout Group, but the product prices are the same as Amazon.co.uk. Payments from Amazon are quarterly based on the previous quarter. Our first expected funds are due in May 2021.



## FINANCIAL REVIEW

### *Finances in this current year*

In our last financial review, we reported the separation of accounts to show transparency between the new Headquarters funds and the General Scouting funds. We also explained the arrangement of formal bank accounts for the new HQ project funds and the arrival of the Nigel Batchelor Legacy of £500,000.

It is much harder to compare this year's accounts to previous years as the entire objective during 2020 was to ride out the pandemic, ensuring we had funds to cover the essential costs for the Group to restart and return to normality, when safe and practical to do so.

The general funds (Barclays Community Account) remained healthy during the year and covered many expenses without having to dip into savings. There was no request to the Explorer Unit for rent and the Playing Field Management Committee gave a rent relief and did not ask for their normal annual fee.

Many expenses in the year were to cover some essential works and redecoration of the Scout Hut to brighten areas up for the return of members. The exterior of the building was looking worn out and had a much needed clean up and recoating of preservative. It is hoped this decoration would be sufficient to endure the final years of the current Hut until a new HQ is built.

The Group also purchased much needed new wooden pegs which have now been painted purple and mark to show they belong to us. The Group also purchased various play equipment from 'Kit Crew' who ran holiday camps for children. Items of equipment include dodge balls, cones, coloured buckets, hula hoops, quick cricket sets, paper rocket firing devices and stationery such as scissors, rulers, sellotape and colouring pencils/pens.

We have reduced electricity costs by switching to EDF Energy on a new 3 year direct debit contract, and have further reduced the annual building insurance and contents by removing some redundant policies and decreasing the value of the building, as it was overvalued. However, the value of the contents was increased to reflect the growth of new equipment over the past few years.

The Group collected the previous years Gift Aid from HMRC, this was £1057.13. That was a much higher amount for a year, due to more parents signing the declaration now incorporated into the new Health Forms. This was then moved into the linked savings account to the general funds and kept for use in the 'Scouting Side' of the Group's operations.

Fundraising mainly came from the Textile bin which continues to support the general funds account. There was no Christmas Post or our major Summer and Autumn public fundraisers. In the remaining few days of this reporting year, it was agreed that an end of year surplus of £2000 in the general funds would pass over to the New HQ funds.

### **COVID-19 Business Support Grants from East Suffolk District Council**

During the past year the UK Government has been offering grants payable to businesses who were forced to close due to the pandemic. These funds came via our local District Council as part of the rates and valuation of your building. The first offer of £10,000 by the Government was in the Summer 2020. At the time, it was felt that as all our bills and expenses were already paid, and we did not see any further outgoing in the short term, it was decided not to apply for this Grant as it was also expected the Government would need to see our accounts and would identify the recent Legacy from the Batchelor family.

In October 2020, the Scout Group restarted for a few face-to-face meetings up until the Government enforced the second lockdown in November. This resulted in stopping all meetings again. The Government then introduced another Grant for November which was available to all facilities that had to close. It was felt that as we had restarted again, we should apply for this Grant to assist the upcoming building Insurance payment.

The Scout Group was successful and received £1334. Only a couple of further face-to-face meetings were held in December, before the third enforced lockdown that would stretch until late March 2021. Due to the lack of meetings, we could not charge a full year's subscriptions to members, however, the Scout Association still required a membership fee per individual, regardless if that Group had face-to-face meetings or not, as the Association still needed to fund essential services such as Safeguarding, Insurance and Operations.



With further Grants received during this period of December to March, the Leadership team and Executive Committee felt this would pay the majority of membership subscriptions, and a small contribution from parents was to be asked for, in order to secure their child's place within the Group. A request of £15 per child was then called for.

Further Grants in late January and early March, enabled the Scout Group to completely cover any previous essential expenses such as electricity supply, website, online scout manager, leaders' uniform, and the purchase of COVID-19 equipment such as hand gel and pumps, cleaning materials, disposable masks and aprons. The Grants also enabled the Scout Group to replace the potential income that would have been gained from the Duck Races and Fireworks Display. This was transferred to the New HQ Co-op account to cover this loss of three fundraising events – Duck Race 2020 & 2021, Fireworks Display 2020.

### ***Changes to Savings Accounts to maximise Interest income during the pandemic***

The UK economy was hit hard by the pandemic, and the Bank of England reacted by reducing their base rate to 0.1% and has remained at that level ever since. With the likelihood of losing interest income on our savings accounts, actions were taken to secure better rates of return.

These were:

#### New HQ Funds

- ❖ Change Nationwide Instant Access Account to a 95 Day Notice Account, now at 0.40%
- ❖ Remove £100,000 from Co-op Deposit account into a new Redwood Bank 1 Year Bond at 1.62%
- ❖ Move £50,000 into a new Hampshire Trust Bank 95 Day Notice Account – this was later changed to a 1 Year Bond at 0.75% due to the bank reducing the variable interest on the 95 Day account.
- ❖ Renewal of existing Hampshire Trust 1 Year Bond now at 1%

The funds are still spread across different savings accounts with different banking institutions to reduce the risk, however, consideration was also made to maximise our investments, as no financial commitments for the new HQ project were required in the short term.

### ***Arrival of the Second Legacy***

In the last annual report, we explained the Scout Group was due another Legacy from the Batchelor Family. In his Last Will and Testament John Batchelor of Highfield, Meeting Lane in Grundisburgh, left 30% of the residual value, after specific gifts of his own Estate, to the Scout Group to use once again for '*its general charitable purposes*'.

After taking the Solicitors over a year to resolve, final accounts for John Batchelor's Estate were sent to all Beneficiaries. The total assigned to 1<sup>st</sup> Grundisburgh Scout Group was £150,903.12. This arrived in December and deposited into the Co-op Community Account for distribution to other Banks.

These were:

- ❖ £50,000 to our Nationwide Building Society 95 Day Notice Account
- ❖ £100,000 to a new 1 Year Bond with United Trust Bank – a brand new saving account

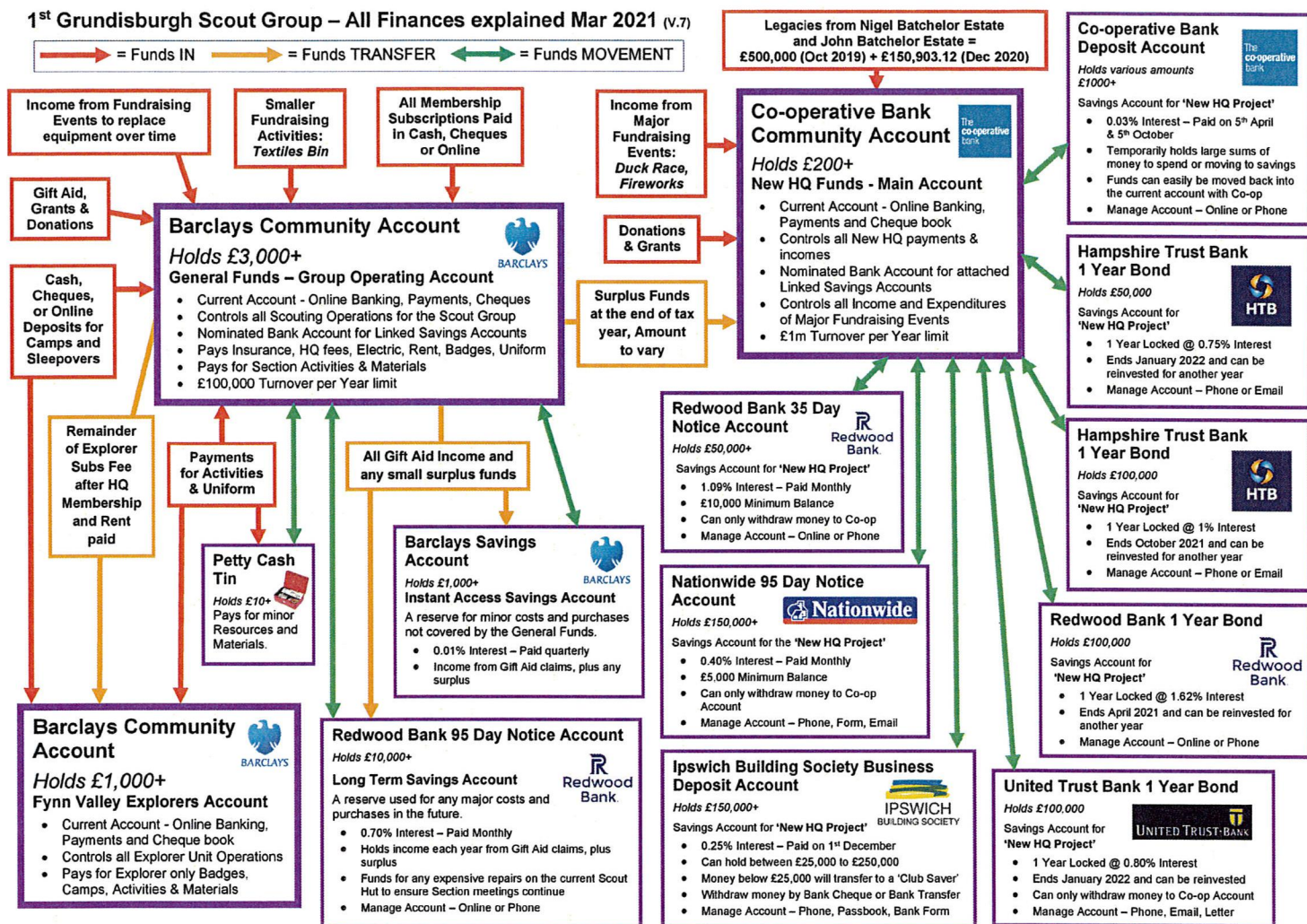
We are deeply thankful to John and the support he showed to the Scout Group, having given us just over £650,000 of his family's wealth. As John himself died on Christmas Day 2017, it has been agreed within the Group that as a fitting tribute every year, on behalf of our members, we will lay a Christmas Wreath on his and his family's Cremation Stone in the Graveyard at St. Marys Church, Grundisburgh.

### ***Reserves Policy***

As described above it is the intention of the Trustees to keep a general fund and its reserve for upkeep and repair of the current Scout Hut, and at least one year's expenses for the running of the Group. The Trustees have also set up a designated reserve for the new HQ fund to provide a building which will secure the future of Scouting in Grundisburgh and the surrounding area. These designated reserves will be held in several accounts to gain interest and spread the risk of loss.

### Finances Flow Chart

The chart below shows the breakdown of accounts, the transfer of money and how each account is funded.



### Summary

Once again, the Group is in a good financial position despite the reduction in membership fees. Further enquiries will continue to reduce major expenses such as the building and contents insurance. The Scout Group has adequate equipment and materials for future year's usage, so there are presently no unforeseen expenses. We will persist with our new HQ efforts and remain hopeful for a positive outcome.

Our mission, once the effects of the pandemic has passed, is to rebuild the Group with increased numbers, re-engage with the Community and encourage our members to interact, achieve and socialise again in the Scouting way that we all enjoy.

Approved by

Mr Philip Stebbings  
Group Chair

*P Stebbings*

Mrs Carly Richmond  
Treasurer

*Carly Richmond*

Date:

5/10/2021

**STATEMENT OF FINANCIAL ACTIVITIES SUMMARY**

FOR THE YEAR ENDED 31 MARCH 2021

	<i>Note</i>	<i>General Fund £</i>	<i>New HQ Fund £</i>	<i>Total 2021 £</i>	<i>Total 2020 £</i>
<b>INCOMING RESOURCES</b>					
<i>Income from:</i>					
Donations and Legacies		10,495	151,353	161,848	505,028
Charitable activities		-	-	-	1,345
Other trading activities		679	-	679	8,983
Investment income		3	4,043	4,046	1,320
Other		-	-	-	250
		<hr/>	<hr/>	<hr/>	<hr/>
<b>Total</b>	<b>3</b>	<b>£ 11,177</b>	<b>£ 155,396</b>	<b>£ 166,573</b>	<b>£ 516,926</b>
		<b>=====</b>	<b>=====</b>	<b>=====</b>	<b>=====</b>
<b>RESOURCES EXPENDED</b>					
<i>Expenditure on:</i>					
		£	£	£	£
Raising funds		20	-	20	2,818
Charitable activities		2,983	210	3,193	4,885
Other		243	-	243	305
		<hr/>	<hr/>	<hr/>	<hr/>
<b>Total</b>	<b>4</b>	<b>£ 3,246</b>	<b>£ 210</b>	<b>£ 3,456</b>	<b>£ 8,008</b>
		<b>=====</b>	<b>=====</b>	<b>=====</b>	<b>=====</b>
<b>Net movement in funds</b>		<b>7,931</b>	<b>155,186</b>	<b>163,117</b>	<b>508,918</b>
<b>Reconciliation of funds</b>					
Fund balance brought forward		15,884	551,292	567,176	58,258
Transfer between funds	7	(9,096)	9,096	-	-
		<hr/>	<hr/>	<hr/>	<hr/>
<b>Fund balance carried forward</b>		<b>£ 14,719</b>	<b>£ 715,574</b>	<b>£ 730,293</b>	<b>£ 567,176</b>
		<b>=====</b>	<b>=====</b>	<b>=====</b>	<b>=====</b>

The annexed notes form an integral part of these accounts

**BALANCE SHEET**

AT 31 MARCH 2021

	Note	General Fund £	New HQ Fund £	Total 2021 £	Total 2020 £
<b>FIXED ASSETS</b>					
Tangible assets	8	407	360	767	1,010
		<u>407</u>	<u>360</u>	<u>767</u>	<u>1,010</u>
<b>CURRENT ASSETS</b>					
Debtors and prepayments	9	50	-	50	50
Cash at bank and in hand	10	14,262	715,424	729,686	566,326
		<u>14,312</u>	<u>715,424</u>	<u>729,736</u>	<u>566,376</u>
<b>Total current assets</b>		<b>14,312</b>	<b>715,424</b>	<b>729,736</b>	<b>566,376</b>
Less: Creditors					
Amounts due falling within one year	11	-	210	210	210
		<u>-</u>	<u>210</u>	<u>210</u>	<u>210</u>
<b>Net current assets</b>		<b>14,312</b>	<b>715,214</b>	<b>729,526</b>	<b>566,166</b>
		<u>14,312</u>	<u>715,214</u>	<u>729,526</u>	<u>566,166</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<b>£ 14,719</b>	<b>£ 715,574</b>	<b>£ 730,293</b>	<b>£ 567,176</b>
		<u>£ 14,719</u>	<u>£ 715,574</u>	<u>£ 730,293</u>	<u>£ 567,176</u>
<b>FUNDS</b>					
General Fund		14,719	-	14,719	15,884
New HQ Fund		-	715,574	715,574	551,292
		<u>14,719</u>	<u>715,574</u>	<u>715,574</u>	<u>551,292</u>
<b>TOTAL FUNDS</b>	13	<b>£ 14,719</b>	<b>£ 715,574</b>	<b>£ 730,293</b>	<b>£ 567,176</b>
		<u>£ 14,719</u>	<u>£ 715,574</u>	<u>£ 730,293</u>	<u>£ 567,176</u>

Approved by

Chair

P Steddings

Treasurer

CR A

Date

5/10/21

The annexed notes form an integral part of these accounts



**NOTES TO THE ACCOUNTS**

FOR THE YEAR ENDED 31 MARCH 2021

**1. Basis of preparation****Basis of accounting**

The Charity constitutes a public benefit entity as defined by FRS 102. The accounts have been prepared in accordance with Accounting and Reporting by Charities; Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) issued in October 2019, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS102), the Charities Act 2011 and UK Generally Accepted Accounting Practice.

The financial statements have been prepared to give a 'true and fair view' and have departed from the Charities (Accounts and Reports) Regulations 2008 Only to the extent required to provide a 'true and fair' view. The departure has involved following the Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their annual accounts in accordance with the Financial Reporting Standard and applicable in the UK and Republic of Ireland (FRS102) issued in October 2019 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has been withdrawn.

The financial statements are prepared on a going concern basis under the historical cost convention. The financial statements are presented in sterling which is the functional currency of the charity and rounded to the nearest pound.

**Change in Basis**

There has been no change to the accounting policies or estimates (valuation rules and methods of accounting) since last year.

**2. Accounting policies****Recognition of incoming resources**

These are included in the Statement of Financial Activities (SoFA) when

- the charity becomes entitled to the resources;
- the trustees are virtually certain they will receive the resources; and
- the monetary value can be measured with sufficient reliability.

**Membership subscriptions**

Memberships subscription collected on behalf of other parts of the Scout Movement are reported in the SoFA net of any amount paid out. This is because these subscriptions are in effect held as agents before being paid out.

**Offsetting**

There has been no offsetting of assets and liabilities, or income and expenses, unless required or permitted by the FRS 102 SORP or FRS 102.

**Grants and donations**

Legacies, grants and donations are only included in the SoFA when the charity has unconditional entitlement to the resources, and these have been received.

**Tax reclaims on donations and gifts**

Incoming resources from tax reclaims are included in the SoFA when they are received

**Gifts in kind**

Gifts in kind for sale or distribution are included in the accounts as gifts only when sold or distributed by the charity. Gifts in kind for use by the charity are not valued or included in the accounts

**Donated services and Facilities**

The value placed on these resources is not included in the accounts

**Volunteer help**

The value of any voluntary help received is not included in the accounts

**Investment income**

This is included in the accounts when received.

**Liability recognition**

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to pay out resources.

**Governance and Support costs**

Governance costs comprise all costs involving public accountability of the charity and its compliance with regulation and good practice. These costs have been included in the charitable activity costs.

**Current asset investments**

The charity has investments of cash and cash equivalents with a maturity date of less than one year held for investment purposes rather than to meet short term cash commitments as they fall due.



**NOTES TO THE ACCOUNTS**

FOR THE YEAR ENDED 31 MARCH 2021

**3. Analysis of Incoming Resources**

	General Fund £	New HQ Fund £	Total 2021 £	Total 2020 £
Voluntary Income				
Membership Subscriptions	1,140	-	1,140	4,470
Less: Membership Fees Paid	(2,420)	-	(2,420)	(1,980)
	(1,280)	-	(1,280)	2,490
Legacy	-	150,903	150,903	500,000
Gift Aid	1,057	-	1,057	2,326
Donations and Gifts	10	450	460	212
Government Grants - LRSG	10,708	-	10,708	-
	£ 10,495	£ 151,353	£ 161,848	£ 505,028
	=====	=====	=====	=====
	General Fund £	New HQ Fund £	Total 2021 £	Total 2020 £
Charitable Activities				
Beaver/Cub Camp - Thorrington	-	-	-	540
Cub Camp - Halloween	-	-	-	557
Cub Sleepover	-	-	-	200
Uniform and badges	-	-	-	48
Family Camp	-	-	-	-
Scout – Expedition Camp	-	-	-	-
Scout Camp – Wet Weekend	-	-	-	-
Meeting Activities	-	-	-	-
	£-	£-	£-	£ 1,345
	=====	=====	=====	=====
	General Fund £	New HQ Fund £	Total 2021 £	Total 2020 £
Other Trading Activities				
Textile Clothing Bank	678	-	678	735
Christmas Post	1	-	1	-
Duck Race	-	-	-	3,528
Firework Night	-	-	-	4,720
	£ 679	£ 0	£ 679	£ 8,983
	=====	=====	=====	=====
	General Fund £	New HQ Fund £	Total 2021 £	Total 2020 £
Investment Income				
Interest (gross) on Bank Accounts	3	4,043	4,046	1,320
	£ 3	£ 4,043	£ 4,046	£ 1,320
	=====	=====	=====	=====
	General Fund £	New HQ Fund £	Total 2021 £	Total 2020 £
Other Income				
Hall Rent	-	-	-	250
	£ 0	£ 0	£ 0	£ 250
	=====	=====	=====	=====

**NOTES TO THE ACCOUNTS**

FOR THE YEAR ENDED 31 MARCH 2021

**4 Analysis of Resources Expended**

	General Fund £	New HQ Fund £	Total 2021 £	Total 2020 £
Fundraising costs				
Firework Night	-	-	-	2,109
Duck Race	-	-	-	689
New Year's Eve	-	-	-	-
Lottery Licence	20	-	20	20
	<u>£ 20</u>	<u>£ -</u>	<u>£ 20</u>	<u>£ 2,818</u>
	=====	=====	=====	=====
	General Fund £	New HQ Fund £	Total 2021 £	Total 2020 £
Charitable Activities				
<u>Youth Programme</u>				
Section Activities	31	-	31	384
Materials and Equipment	850	-	850	133
Badges	68	-	68	254
Uniform	137	-	137	399
Cub/Beaver Camp - Thorrington	-	-	-	525
Cub Camp - Halloween	-	-	-	435
Cub Sleepover	-	-	-	101
<u>Scout Hut costs</u>				
Insurance	1,185	-	1,185	1,576
Electricity	169	-	169	233
Repairs and Renewals	412	-	412	139
Rent	-	-	-	280
<u>Governance costs</u>				
OSM	33	-	33	33
Website	65	-	65	63
Gifts	33	-	33	-
Independent Examination	-	210	210	210
Training	-	-	-	40
Post and Stationery	-	-	-	80
	<u>£ 2,983</u>	<u>£ 210</u>	<u>£ 3,193</u>	<u>£ 4,885</u>
	=====	=====	=====	=====
	General Fund £	New HQ Fund £	Total 2021 £	Total 2020 £
Other resources expended				
Depreciation	243	-	243	305
	<u>£ 243</u>	<u>£ -</u>	<u>£ 243</u>	<u>£ 305</u>
	=====	=====	=====	=====

**NOTES TO THE ACCOUNTS**

FOR THE YEAR ENDED 31 MARCH 2021

<b>5 Trustees and other related parties</b>	<b>2021</b>	<b>2020</b>
	£	£
Trustee expenses reimbursed		
Group Scout Leader	819	1,112
Other trustees	41	256
	<u>£ 860</u>	<u>£ 1,368</u>
	=====	=====

All amounts paid were to reimburse expenditure on behalf of the Group.  
Trustee remuneration in the year ended 31 March 2021 was nil (2020 nil)

<b>6 Fees for examining the accounts</b>	<b>2021</b>	<b>2020</b>
	£	£
Independent examiners fees	210	210
	<u>£ 210</u>	<u>£ 210</u>
	=====	=====

**7 Transfer between funds**

In previous years, all donations and fundraising proceeds had been allocated to the new HQ fund. In March 2019 various new bank accounts were set up to hold the funds from the legacy and £45,000 was transferred to open these accounts leaving the balance to cover the general day to day running expenses of the Group. Due to the Covid-19 pandemic the usual fundraising activities were cancelled so the Trustees have taken the decision to transfer £5,000 from the general fund and £4,096 as part of the grant received from the local District Council, to the building fund this year.

<b>8 Fixed Assets</b>	<i>New</i>		<i>Furniture &amp;</i>	
	<i>HQ</i>	<i>Container</i>	<i>Equipment</i>	<i>Total</i>
Cost	£	£	£	£
At 1 April 2020	360	1,555	5,332	7,247
Additions	-	-	-	-
Disposals	-	-	-	-
At 31 March 2021	<u>£ 360</u>	<u>£ 1,555</u>	<u>£ 5,332</u>	<u>£ 7,247</u>
	=====	=====	=====	=====
Depreciation	£	£	£	£
At 1 April 2020	-	1,123	5,114	6,237
Depreciation for year	-	87	156	243
On disposals	-	-	-	-
At 31 March 2021	<u>£ -</u>	<u>£ 1,210</u>	<u>£ 5,270</u>	<u>£ 6,480</u>
	=====	=====	=====	=====
At 31 March 2021	<u>£ 360</u>	<u>£ 345</u>	<u>£ 62</u>	<u>£ 767</u>
	=====	=====	=====	=====
At 31 March 2020	<u>£ 360</u>	<u>£ 432</u>	<u>£ 218</u>	<u>£ 1,010</u>
	=====	=====	=====	=====

Depreciation is calculated to write down the value of fixed assets over their expected useful lives.  
The rates used are:

Furniture and equipment	50% 1 <sup>st</sup> Year, 25% 2 <sup>nd</sup> Year, 25% 3 <sup>rd</sup> Year
Container	50% 1 <sup>st</sup> Year, then balance over 9 years
New HQ	0% (not yet built)

**NOTES TO THE ACCOUNTS**

FOR THE YEAR ENDED 31 MARCH 2021

**9 Debtors**

	<b>2021</b>	<b>2020</b>
	£	£
Prepayments for Family Camp at Hallowtree	50	50
	<u>£ 50</u>	<u>£ 50</u>
	=====	=====

**10 Cash at bank and in hand**

	<i>General Fund</i>	<i>New HQ Fund</i>	<i>Total 2021</i>	<i>Total 2020</i>
	£	£	£	£
Hampshire Trust (1-year bond 1%)	-	100,000	100,000	100,000
Hampshire Trust (1-year bond 0.75%)	-	50,000	50,000	-
Redwood Bank (1-year bond)	-	100,000	100,000	-
United Trust Bank (1-year bond)	-	100,000	100,000	-
Nationwide Building Society (95-day notice)	-	150,842	150,842	100,367
Redwood Bank (35-day notice)	-	51,343	51,343	100,662
Ipswich Building Society	-	150,663	150,663	149,759
Co-op Savings	-	12,000	12,000	100,000
Co-op Current Account	-	576	576	354
Barclays Savings	1,070	-	1,070	5,010
Barclays Current Account	13,178	-	13,178	10,131
Petty Cash Tin	14	-	14	43
	<u>£ 14,262</u>	<u>£ 715,424</u>	<u>£ 729,686</u>	<u>£ 566,326</u>
	=====	=====	=====	=====

**11 Creditors**

	<b>2021</b>	<b>2020</b>
	£	£
Accruals	210	210
	<u>£ 210</u>	<u>£ 210</u>
	=====	=====

**12 Analysis of net assets between funds**

	<i>General Fund 2021</i>	<i>New HQ Fund 2021</i>	<i>Total 2021</i>
	£	£	£
Fixed Assets	407	360	767
Cash at bank and in hand	14,262	715,424	729,686
Other current assets/liabilities	50	(210)	(160)
	<u>£ 14,719</u>	<u>£ 715,574</u>	<u>£ 730,293</u>
	=====	=====	=====
	<i>General Fund 2020</i>	<i>New HQ Fund 2020</i>	<i>Total 2020</i>
	£	£	£
Fixed Assets	650	360	1,010
Cash at bank and in hand	15,184	551,142	566,326
Other current assets/liabilities	50	(210)	(160)
	<u>£ 15,884</u>	<u>£ 551,292</u>	<u>£ 567,176</u>
	=====	=====	=====

**NOTES TO THE ACCOUNTS**

FOR THE YEAR ENDED 31 MARCH 2021

**13 Fund reconciliation****Unrestricted Funds**

	Balance at 31 March 2020 £	Income £	Expenditure £	Transfers	Balance at 31 March 2021 £
General Fund	15,884	11,177	3,246	(9,096)	14,719
New HQ Fund	551,292	155,396	210	9,096	715,574
	<u>£ 567,176</u> =====	<u>£ 166,573</u> =====	<u>£ 3,456</u> =====	<u>£ -</u> =====	<u>£ 730,293</u> =====
	Balance at 31 March 2019 £	Income £	Expenditure £	Transfers £	Balance at 31 March 2020 £
General Fund	4,433	7,644	5,008	8,815	15,884
New HQ Fund	53,825	509,282	3,000	(8,815)	551,292
	<u>£ 58,258</u> =====	<u>£ 516,926</u> =====	<u>£ 8,008</u> =====	<u>£ -</u> =====	<u>£ 567,176</u> =====

**Fund descriptions****Unrestricted funds**

General fund for the day to day running expenses of the Scout Group

**Designated funds**

The New HQ Fund represents money from the legacies and fundraising surpluses over the last few years which has been set aside to fund a new building.

**14 Capital Commitments**

There were no capital commitments at 31 March 2021 or 31 March 2020.

**15 Events after the year end**

Scout meetings will resume during the Summer term, but these are still subject to Covid-19 restrictions. The pandemic may still impact on fundraising and other events such as camps, which will reduce the overall income to the Group.



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**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF THE  
1ST GRUNDISBURGH SCOUT GROUP**

I report on the Accounts of the 1st Grundisburgh Scout Group for the year ended 31 March 2021, which are set out on pages 2 to 19.

**Respective responsibilities of Trustees and Examiner**

As the Charity Trustees of the Trust, 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 Trust's 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 Charity as required by Section 130 of the Act: or
2. The Accounts do not accord with those records: or
3. The Accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view' which is not a matter considered as part of an independent examination.

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.

*Christine D Wade*

Name: Christine Wade, Hastings Wade

Qualification Chartered Certified Accountants – Registered Auditors

Address: 58-60 Stowupland Road  
Stowmarket  
Suffolk  
IP14 5AL

Date: *6<sup>th</sup> September 2021*