

Trustees' Annual Report

For the period

From (start date)

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Section A

Reference and administration details

Charity name

43rd Saxlingham Nethergate Scout and Guide Group

Other names the charity is known by

Registered charity number (if any)

1 0 4 4 4 2 6

HQ registration number

2 3 5 3 4

Charity's principal address

The Scout and Guide Headquarters

Church Hill, Saxlingham Nethergate, Norwich

Norfolk

Postcode

N R 1 5 1 T D

Names of the charity trustees who manage the charity

	Trustee Name	Office (if any)	Dates acted if not for whole year
1	Chris Laxton	Chair	
2	Carolyn Stevens	Secretary	
3	Chris Kemp	Treasurer	
4	Dane Grundy	Vice Chair	
5	Stuart Riches	Group Scout Leader	
6	Rosemary Tooms	Group Guide Leader	
7	Simon Woodward	Scout Leader	
8	Chris Backhouse	Scout Leader	
9	Bridget Keeble	Guide Leader	
10	Helen Pye	Rainbow Leader	
11	Robert Kelf	Group Support	
12	Catherine Stone	Group Support	
13	Dawn Davison	Group Support	
14	Neil Smith	Group Support	
15	Claire Smith	Group Support	
16	Carol Pownall	Rainbow Leader	22/09/21 to 09/02/22
17	Helen Arnold	Beaver Leader	22/09/21 to 09/02/22
18			
19			
20			
21			
22			
23			

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

Type of advisor	Name	Address
Section B		
Structure, governance and management		

Description of the charity's trusts

Type of governing document

(e.g. trust deed, constitution)

The Group's governing documents are those of the The Scout and Girlguiding Associations. 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 and Guide Association.

How the charity is constituted

(e.g. trust, association, company)

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

Trustee selection methods

(e.g. appointed by, elected by)

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

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

You may choose to include additional information, where relevant, about:

Policies and procedures adopted for:

- a) the induction and training of trustees;
- b) trustee consideration of major risks and the systems and procedures to manage them

The Group is managed by the Group Executive Committee, the members of which are the 'Charity Trustees' of the Scout and Guide 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 and Guide Leaders, individual section leaders (if opted to take on the responsibility) and parent's representation and meets every 4 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 and Guide Leaders 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.

Section B**Structure, governance and management (continued)****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 and Guide 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 and Guide Associations national accident insurance policy. Risk Assessments are undertaken before all activities.

Income from fund raising is virtually non - existent. The Group is therefore primarily reliant upon income from subscriptions. 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 4 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.

The group has in place systems of internal controls that are designed to provide reasonable assurance against material mismanagement or loss, these include 2 signatories for all payments and a comprehensive insurance policies to ensure that insurable risks are covered.

Section C	Objectives and activities
Summary of the objects of the charity set out in its governing document	<p><u>The Purpose of Scouting</u> Scouting exists to actively engage and support young people in their personal development, empowering them to make a positive contribution to society.</p> <p><u>The Values of Scouting</u> As Scout 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><u>The Scout Method</u> 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 - take responsibility and make choices - undertake new and challenging activities - make and live by their Promise.</p> <p><u>The Girlguiding Values</u> Caring, challenging, empowering, fun, inclusive and inspiring.</p> <p><u>The Girlguiding Mission</u> is through fun, friendship, challenge and adventure we empower girls to find their voice, inspiring them to discover the best in themselves and to make a positive difference in their community.</p>

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.
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Section D	Achievements and performance
Summary of the main achievements of the charity during the year	The Girlguiding units are again meeting face to face and running successful programmes and the Scouting sections are now able to provide fun activities and camps for the young people.

Section E	Financial Review
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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 possible fundraising activities fall short.

The Group held reserves of approximately £25,000 at the year end. This is above the level required for operating expenses. These reserves are to undertake emergency repairs to the HQ, if required.

Quantify and explain any designations

Details of any funds materially in deficit

None

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

Principal source of funds is via Subscriptions

Investment Policy

The Group does not have sufficient funds to invest in longer term investments. The Group has therefore adopted a risk averse strategy to the investment of its funds. All funds are held in cash using only mainstream banks or building societies.



Section F	Other Optional Information
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Section G	Declaration
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The trustees declare that they have approved the trustees' report above

Signed on behalf of the charity's trustees

Signature(s)

	Rosemary S Tooms	
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Full name(s)

Chris Laxton	Rosemary Tooms	Stuart Riches
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Position (eg Secretary, Chair)

Chair	Group Guide Leader	Group Scout Leader
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Date

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43rd Saxlingham Nethergate Scout and Guide Group

Receipts and Payments Account

Charity Number: 1044426

	Year start date		Year end date
For the year from	1st April 2021	To	31st March 2022

Receipts and payments

	2021/2022	2020/2021
	Unrestricted funds	Unrestricted funds
	£	£
Main Income		
Membership subscriptions	10,609	5,041
Property Rent income	673	197
Gift Aid	622	2,034
Activities	4,926	2,618
Donations/Grants	10,667	19,907
Sub total	27,497	29,797
Grants		
Capital grant		
Sub total		
Fundraising		
Capital Fund Raising	-	
Sub total		
Investment income		
Bank interest/Charges/Rewards/Repayments	112	97
Sub total	112	97
Total Gross Income	27,609	29,893
Asset and investment sales, etc.		
Total receipts	27,609	29,893

43rd Saxlingham Nethergate Scout and Guide Group

Receipts and Payments Account

Year start date

Year end date

For the year from	1st April 2021	To	31st March 2022
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Receipts and payments

2021/2022

2020/2021

Unrestricted funds

Unrestricted funds

£

£

Payments

HQ Costs	5,756	5,080
Section Costs	2,362	1,800
Group Costs	2,711	1,494
Activities	4,373	4,561
Membership Fees	6,118	5,067
Bank Charges/Bank Errors	96	69
100 Club	-	
Donations/Grants	-	
Sub total	21,415	18,071
Capital Expenditure	-	55
Sub total	-	55
Total Gross Expenditure	21,415	18,126
Asset and investment purchases, etc.	-	-
Total payments	21,415	18,126
Net of receipts/(payments)	6,194	11,767
Cash funds last year end	33,487	21,449
Cash funds this year end	39,681	33,487

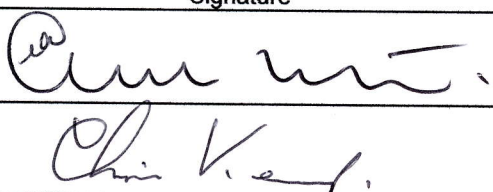
Statement of assets and liabilities at the end of the year

	31st March 2022	31st March 2021
	Unrestricted funds	Unrestricted funds
	£	£
Cash funds		
Bank current account	27,798	21,618
CCLA account	11,845	11,840
Cash account	38	30
Total cash funds	39,681	33,487
Other monetary assets		
	-	-
	-	-
	-	-
Sub total	-	-
Investment assets		
	-	-
	-	-
	-	-
Sub total	-	-
Non monetary assets for charity's own use		
Group HQ	298,203	290,647
	-	-
	-	-
	-	-
	-	-
	-	-
Sub total	298,203	290,647
Liabilities		
	-	-
	-	-
	-	-
	-	-
	-	-
Sub total	-	-

Contingent liabilities and future obligations

The above receipts and payments account and statement of assets and liabilities were approved by the Trustees on 11th May 2022 (the date of the AGM meeting that approved the accounts) and signed on their behalf by

Signature



Print Name

Chris Laxton Chair

Chris Kemp Treasurer



SAXLINGHAM NETHERGATE SCOUT & GUIDE GROUP

A registered charity helping young people get the most out of life

Independent examiner's report to the trustees of 43rd Saxlingham Nethergate Scout and Guide Group Scout Council

I report to the trustees on my examination of the accounts of the 43rd Saxlingham Nethergate Scout and Guide Group for the year ended March 31st 2022

Responsibilities and basis of report

As the charity trustees of the 43rd Saxlingham Nethergate Scout and Guide 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 43rd Saxlingham Nethergate Scout and Guide 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 43rd Saxlingham Nethergate Scout and Guide 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: Doug Ratcliffe

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

Address: 39 Norwich Road, Brooke, Norwich NR15 1AB

Date: 11 May 2022

