



# Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	01	04	2020		31	03	2021

## Section A Reference and administration details

Charity name

1<sup>st</sup> Worthing Scout Group

Other names charity is known by

Registered charity number (if any) 1044752

Charity's principal address

Scout Hut

48 High Street

Worthing, West Sussex

Postcode

BN11 1NL

### Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Lisa Woollard	Treasurer		
2	Mrs Julie Moss	Scout Group Leader		
3	Mrs Sarah Humphries	Assistant Scout Group Leader		
4	Mr Gerald Telfer			
5	Rebecca Daly	Secretary		
6	Emma Moss			
7				
8				

### Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

### Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

### Name of chief executive or names of senior staff members (Optional information)

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## Section B Structure, governance and management

## Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	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.
How the charity is constituted (eg. trust, association, company)	The Group is a trust established under its rules which are common to all Scouts.
Trustee selection methods (eg. 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)

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

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system 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 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 2 independent representatives, Secretary and Treasurer together with the Group Scout Leaders, individual section leaders and parent's representation and meets every 2 months.

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 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 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.

## Section C Objectives and activities

<p><b>Summary of the objects of the charity set out in its governing document</b></p>	<p>The objectives of the group are as a unit of the Scout Association.</p>
<p><b>Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)</b></p>	<p>The Aim of The Scout Association is to promote the development of young people in achieving their full physical, intellectual, social, and spiritual potentials, as individuals, as responsible citizens and as members of their local national and international communities. The method of achieving the Aim of the Association is by providing an enjoyable and attractive scheme of progressive training, based on the Scout Promise and Law and guided by adult leadership.</p>

### Additional details of objectives and activities (Optional information)

<p>You <b>may choose</b> to include further statements, where relevant, about:</p> <ul style="list-style-type: none"> <li>• policy on grantmaking;</li> <li>• policy programme related investment;</li> <li>• contribution made by volunteers.</li> </ul>	
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**Summary of the main achievements of the charity during the year**

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(a) Building X sections with total number of young people = Y

**Beavers**

Wednesday Night – Denton Colony, 14 young people & 3 adult volunteers & 1 young leader

Thursday Night – Splash Colony, 16 young people & 4 Leaders, 1 Young leaders

**Cubs**

Monday Night- Warwick Pack, 16 Cubs, 4 leaders ,1 young leader

Tuesday Night-Steine Pack, 27 Cubs, 5 leaders, 1 young leaders

**Scouts**

Thursday Night: 21 young people & 3 adult volunteers

Friday Night: 28 young people, 1 young leader, 3 adult volunteers

(a) Holding Z camps or site events at the following locations:.....

**Scout Sections**

Camps & Events

Online Camp (District Event), Virtual Camp. This weekend Camp was a joint activity between Worthing Scouts and Worthing Guides

An evening at Furzefield Scout Campsite, developing their proficiency with using knives, axes and saws

Autumn Camp, a weekend camp alongside 1<sup>st</sup> Findon Valley

AGM – 2021

Programme

During the year, the Scouts have worked both online and Face to Face (when permitted) towards the Chief Scout's Gold Award along with a range of Activity and Challenge badges whilst gaining skills for life. We have seen a significant number stay in scouting once they reach the age of 14 by moving on to the linked Explorer Scout units.

**Beavers Both Colonies**

**Events**

Several Hikes- When permitted

Beaver Fun Afternoon- Celebrating 35 years of Beaver Scouting

Backwoods cooking -An afternoon/eve of Backwoods cooking and Campfire songs at a local Scout Camp site

Shark Trust – The Great Egg case Hunt, Searching for Shark egg cases on local beach and reporting findings

AGM - 2021

Bronze Award- Unfortunately we were unable to hold our annual award ceremony due to Covid restrictions but 7 Beavers were presented with a certificate and woggle after achieving the highest badge available in this section, either virtually or Face to Face

### **Cubs-Both Packs**

Cubs Academy Awards – A Virtual award ceremony, where Cubs Made their own short films and showed them to the other Cubs.

Around the world in 24hrs – A district Virtual Camp

Backwoods cooking – at a local Scout Campsite

Shark Trust – The Great Egg case Hunt, Searching for Shark egg cases on local beach and reporting findings

Worthing District Cubs 105<sup>th</sup> Birthday Virtual Camp

Help in the community project – Cubs decorated plant pots, planted flowers and donated to local nursing home to brighten up visitor areas

### **Silver Awards**

We were unable to hold our annual awards ceremony with district but through Face to Face and Virtual sessions 9 Silver Awards were gained, with many more nearly there.

2021 has again been a most difficult year for Scouting, Leaders have gone above and beyond providing Virtual and Face to Face Scouting. They have hand delivered resources to individuals, and devised a programme mainly of outdoor activities to try and reduce the transmission of Covid

## 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 £35,682

The Group held reserves of approximately £54,892 against this at year end. This is above the level required for operating expenses. However this can be explained by as we still have ongoing building repairs and Internal works needs doing as these were not done due to Covid

### Details of any funds materially in deficit

### 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 including any ethical investment policy adopted.

#### 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

## 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)	Lisa Woollard	
Position (eg Secretary, Chair, etc)	Treasurer	

Date 16/01/22

## **Independent examiner's report to the trustees of Worthing District Scout Council**

I report on the accounts of the Trust for the year ended 31st March 2021, which are set out on pages 1 to 2.

### **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 2011 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 commission under section 145(5)(b) of the 2011 Act
- 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 next statement.

### **Independent examiner's statement**

In connection with my examination, no matter has come to my attention:

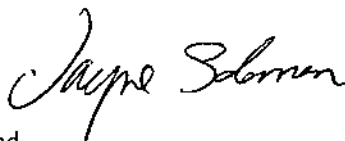
(1) which gives me reasonable cause to believe that in any material respect the requirements:

- 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

Name: Wayne Solomon



Address: 87 Northcourt Road  
Worthing  
West Sussex  
BN14 7 DU

Date: 12th October 2021

# 1st Worthing Scout Group

Charity Number 1044752

## Receipts and Payments Accounts For The Year Ended 31st March 2021

	Unrestricted Funds	Restricted Funds	Total Funds 31/03/2021	Total Funds 31/03/2020
Receipts	£	£	£	£
Membership Subscriptions	11,118			14,364
Fundraising				
Activities income	(353)			14,506
Scout Shop Commission				101
Donations	2,050			2,366
Gift aid				
Bank Interest	17			66
Miscellaneous Cash receipts				
Gas Income				104
Grants Income	19,907			
<i>Sub total</i>	32,739	0	0	31,507
<b>Asset and investment sales, etc</b>				
<i>Total receipts</i>	32,739	0	0	31,507
<b>Payments</b>				
Premises Cost	7,778			3,423
Activities expenses	500			11,929
Fundraising Expenses				
Administration Expenses	259			421
Sections Activities	391			2,776
Refreshments				39
Purchase of Badges	772			1,032
Purchase of Uniforms				333
Scout Association Membership Fee	5,352			6,444
Butane Gas				97
Camping Equipment	98			971
Donations	40			
Grant				180
<i>Sub total</i>	15,190	0	0	27,645
<b>Asset and investment purchases, etc</b>				
<i>Total payments</i>	15,190	0	0	27,644
<i>Net of receipts/(payments)</i>	17,550	0	0	3,863
<b>Transfers between funds</b>				
<b>Cash funds last year end</b>	36,978	364	37,342	33,471
<i>Cash funds this year end</i>	54,528	364	54,892	37,334



# Balance Sheet

1st Worthing Scout Group

As at 31 March 2021

Cash Basis

Account	31 Mar 2021	
<b>Current Assets</b>		
Cash at bank and in hand		
1st Worthing Scout fund	855	
1st Worthing scout group	7,919	
1st worthing scout savings	41,976	
Petty Cash	5	
Petty Cash Denton	110	
Petty Cash Friday Scouts	130	
Petty Cash Splash	120	
Petty Cash Steyne	120	
Petty Cash Warwick	130	
Scout Association Investments	3,527	
Total Cash at bank and in hand	54,892	54,892
Accounts Receivable	- 266	301 35
<b>Total Current Assets</b>	<b>54,626</b>	
<b>Creditors: amounts falling due within one year</b>		
Historical Adjustment	30,382	
<b>Total Creditors: amounts falling due within one year</b>	<b>30,382</b>	<b>30,382</b>
<b>Net Current Assets (Liabilities)</b>	<b>24,244</b>	<b>24,510</b>
<b>Total Assets less Current Liabilities</b>	<b>24,244</b>	
<b>Net Assets</b>	<b>24,244</b>	
<b>Capital and Reserves</b>		
Current Year Earnings	17,585	17,851
Retained Earnings	6,659	6,659
<b>Total Capital and Reserves</b>	<b>24,244</b>	<b>24,510</b>

# 1st Worthing Scout Group

Charity Number 1044752

## Statement of Assets and Liabilities As At 31st March 2021

	Unrestricted Funds £	Restricted Funds £	Total Funds 31/03/2019 £
<b>Cash Funds</b>			
Details			
HSBC Bank account	7,555	364	6,249
Scouts Association Investment	3,527		3,527
HSBC Saving Account	41,976		25,959
Cash in hand	5		5
HSBC Fundraising Acc	855		855
Petty Cash Denton	110		110
Petty Cash Splash	130		130
Petty Cash Steyne	120		120
Petty Cash Warwick	120		120
Petty Cash Thursday	0		138
Petty Cash Friday	130		130
<i>Total cash funds</i>	<b>54,528</b>	<b>364</b>	<b>37,342</b>

	Unrestricted Funds £	Restricted Funds £	Total Funds £
<b>Other monetary assets</b>			
Details			

	Funds to which asset belongs	Cost (optional)	Current value (optional)
<b>Investment assets</b>			
Details			

	Funds to which asset belongs	Cost (optional)	Current value (optional)
<b>Assets retained for the charity's own use</b>			
Details			
Land and Buildings	General		
Scouting Equipment	General		
Vehicles	General		

	Funds to which asset belongs	Cost (optional)	Current value (optional)
<b>Liabilities</b>			
Details			