

Trustees' Annual Report

For the period

From (start date)

0	1	0	4	2	0
---	---	---	---	---	---

to end date

3	1	0	3	2	1
---	---	---	---	---	---

Section A

Reference and administration details

Charity name

First Cippenham Scout Group

Other names the charity is known by

--

Registered charity number (if any)

1	0	4	7	1	3	1
---	---	---	---	---	---	---

HQ registration number

--	--	--	--	--	--	--

Charity's principal address

21		Mallard Drive	
Cippenham			
Slough			
Postcode		SL1 5BW	

Names of the charity trustees who manage the charity

(These will be published in the annual report of the charity and the Charity Register if reporting for a Registered Charity with a charity regulator)

	Trustee Name	Office (if any)	Dates acted if not for whole year
1	Edward Brown	President	
2	Thomas Arthur	Treasurer	
3	Julia Quinn	Secretary	
4	Christopher Edwards		
5	Anne Edwards		
6	Susan Green		
7	Gary Roche	Chair	
8	Tina Timothy		
9	Suzanne Kennedy-May		1-4-2020 to 3-11-2020
10			
11			
12			
13			
14			
15			

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

(These will be published in the annual report of the charity)

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 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

(e.g. trust, association, company)

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

Trustee selection methods

(e.g. 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 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 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 parent's representation and meets every # 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 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.

Section B	Structure, governance and management (continued)
	<p>Risk and Internal Control</p> <p>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:</p> <p>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.</p> <p>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.</p> <p>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.</p> <p>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.</p> <p>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 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.</p>

Section C	Objectives and activities
Summary of the objects of the charity set out in its governing document	<p>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.</p> <p>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.</p> <p>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.</p>
Summary of the main activities in relation to these objects	<p>In the financial year 2020 to 2021 the Group was unable to carry out any significant activities because of the Sars-CoV-2 Pandemic.</p>
<p>Additional details of the objectives and activities (optional information but encouraged as best practice)</p> <p>You may choose to include further statements, where relevant, about:</p> <ul style="list-style-type: none"> • policy on grantmaking; • contribution made by volunteers; • policy on investments. 	

--

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.
--

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

<p>In the financial year 2020 to 2021 the Group was unable to carry out any activities because of the Sars-CoV-2 Pandemic.</p>
--

Section E

Financial Review

Brief statement of the charity's policy on reserves

Reserves Policy

The Group's policy 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 it should hold a sum equivalent to 12 months running costs, circa £10,000 in a normal year, and to build up reserves for replacement of equipment, particularly the Group's minibus.

Quantify and explain any designations

--

Details of any funds materially in deficit (circumstances plus steps to eliminate)

--

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;

Investment Policy

The Group's Income and Expenditure is small and as a consequence does not have sufficient funds to invest in longer-term investments such as stocks and shares. The Group has therefore adopted a low risk strategy to the investment of its funds. All funds are held in cash using only mainstream banks or building societies.

The Group Executive regularly monitors the levels of bank balances and the interest rates received to ensure the group obtains maximum value and income from its banking arrangements.

Section F

Other Optional Information

Plans for future periods (details of any significant activities planned to achieve them)

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)

Thomas James Arthur	Gary Roche
---------------------	------------

Position (eg Secretary, Chair)

Treasurer	Chair
-----------	-------

Date

1	4	0	1	2	1
---	---	---	---	---	---



CHARITY COMMISSION
FOR ENGLAND AND WALES

1st Cippenham Scout Group

1047131

Receipts and payments accounts

CC16a

For the period
from

01-Apr-20
01/04/2020



To

31-Mar-21
31/03/2021

Section A Receipts and payments

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
A1 Receipts					
DONATIONS	10	-	-	10	130
SUBSCRIPTIONS	3,942	-	-	3,942	8,534
GIFT AID	1,358	-	-	1,358	1,266
BANK INTEREST	13	-	-	13	39
GRANT AID	20,193	-	-	20,193	1,000
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	25,516	-	-	25,516	10,969
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	25,516	-	-	25,516	10,969
A3 Payments					
CAPITATION FEES (2 YEARS)	7,503	-	-	7,503	3,445
WATER	154	-	-	154	148
ELECTRICITY	278	-	-	278	318
GAS	198	-	-	198	457
INSURANCES	3,137	-	-	3,137	2,180
VEHICLES	317	-	-	317	224
FIRE EXTINGUISHERS	112	-	-	112	84
WINGS CAMP	480	-	-	480	-
	-	-	-	-	-
Sub total	12,179	-	-	12,179	6,856
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	12,179	-	-	12,179	6,856
Net of receipts/(payments)	13,338	-	-	13,338	4,113
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	25,643	-	-	25,643	-
Cash funds this year end	38,980	-	-	38,980	4,113

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds		£38,980.36	-	-
		-	-	-
		-	-	-
	Total cash funds	38,980	-	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets			-	-
			-	-
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use				
	HEADQUARTERS BUILDING (2021 INSURANCE VALUE)	Unrestricted	-	224,958
	A LEGAL CHARGE OF £152,840 IN FAVOUR OF THE NATIONAL LOTTERY "BIG LOTTERY FUND" EXISTS FOR A PERIOD OF 80 YEARS FROM THE DATE OF GRANT		-	-
	EQUIPMENT INCLUDING TRAILERS		-	31,000
	MINIBUS		-	18,000
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities			-	
			-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	
		Thomas Arthur	14/01/2022	
		Gary Roche	23/01/2022	



Section A

Independent Examiner's Report

Report to the trustees/
members of

1st Cippenham Scout Group

On accounts for the year
ended

31/03/2021

Charity no
(if any)

1047131

Set out on pages

1-10

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **31/03/2021**.

Responsibilities and
basis of report

As the charity's trustees, 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

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:

Karen Castle

Date:

14/01/2022

Name:

Karen Castle

Relevant professional
qualification(s) or body
(if any):

Address:

4 West Street

St Neots

Cambridgeshire, PE19 1AH

Section B

Disclosure

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).