

19th Brighton (Kipling's Own) Scout Group



Trustees' Annual Report

for the period from 1st April 2020
to 31st March 2021



Reference & Administration Details

Charity name **19th Brighton (Kipling's Own) Scout Group**

Registered charity number **1056451**

HQ registration number **1792**

Charity's principal address **Kipling's Own Hall,
Old Parish Lane,
Woodingdean,
Brighton BN2 6DU**

Names of the charity trustees who manage the charity

Trustee name	Office (if any)	Dates acted if not for whole year
Louise Wickenden	Chair	
Karen Gordon	Secretary	Until 31 st December 2020
David Simon	Treasurer (Acting)	
Alison Denyer	Group Contact	
Lisa Simpkin	Assistant Beaver Scout Leader	
Laura Taylor	Cub Scout Leader	
Tom Simon	Assistant Scout Leader	
Nigel Taylor	Group Skills Instructor	

Structure, Governance & Management

Description of the charity's trusts

Type of governing document The Group's governing documents are those of The Scout Association. They consist of a Royal Charter, which in turn gives authority to the Bye Laws of the Association and The Policy, Organisation and Rules of The Scout Association.

How the charity is constituted The Group is a trust established under its rules that are common to all Scouts.

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

Additional governance issues

The Group is managed by the Group Executive Committee, the members of which are the 'Charity Trustees' of the Scout Group, which is an educational charity. As charity trustees they are responsible for complying with legislation applicable to charities. This includes the registration, keeping proper accounts and making returns to the Charity Commission as appropriate.

The Committee consists of 3 independent representatives, Chair, Treasurer and Secretary, together with the Group Scout Leader, individual Section Leaders (or alternate, if they opt not to take on the responsibility) and parents' representation, and meets at least 3 times a year.

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

This Group Executive Committee exists to support the Group Scout Leader in meeting the responsibilities of the appointment 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 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.

Objectives & 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.

For the 19th Brighton Scout Group, the main activities in relation to these objects is the provision of the weekly section meetings, as follows:

Beaver Scouts	Thursdays	5.30 - 6.30 p.m.
Cub Scouts	Tuesdays	6.30 - 8.00 p.m.
Scouts	Thursdays	7.00 - 9.00 p.m.

All sections have additional activities to support their programme beyond their weekly meetings.

The Group meets the Charity Commission's public benefit criteria under both the advancement of education and the advancement of citizenship or community development headings.

Achievements & Performance

Over the last year the Beavers have been meeting via Zoom. They have concentrated on achieving badges that can be worked on at home with assistance from parents and carers. There've also been quizzes and other fun activities that can be done in a virtual environment.

Since the first lockdown started, the Cubs have done a lot of badge work, including the Digital Citizen and Entertainer badges. They've also played lots of online games, like scattergories, quizzes and scavenger hunts. Sadly, Laura, who's been with us for 15 years stood down as a leader at the end of the year.

As the pandemic took hold, the Scouts were meeting via Zoom. However, this was quite hard going and the Scouts did not really want to meet via Zoom, so we eventually stopped meetings in September. The Scouts are looking forward to returning to face-to-face meetings once they are allowed.

Financial Review

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 12 months running costs, circa £2,500.

The Group held reserves of approximately £16,143 against this at year-end, despite carrying out more building maintenance than initially planned. This is significantly above the level required for operating expenses. However, the Group has unexpectedly received in excess £20,000 of grants this year. A plan is being devised to deal with the excess.

Details of any funds materially in deficit

Not currently applicable.

Investment Policy

The Group does not have sufficient funds to invest in longer-term investments, and 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.

Declaration

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

Signed on behalf of the charity's trustees

Signature  

Full name **Louise Wickenden**

David Simon

Position **Group Chair**

Treasurer (Acting)

Date

13th May 2021

19th Brighton Scout Group

Receipts and Payments Account

For the year from 1st April 2020 to 31st March 2021

Receipts and payments

	2020/21 Unrestricted funds £	2019/20 Unrestricted funds £
RECEIPTS		
Charitable Activity Income		
Membership subscriptions	3,410	3,680
Less: Membership subscriptions paid on	(1,696)	(1,800)
Net membership subscriptions retained	1,714	1,880
Gift Aid	-	812
Youth activities income	-	-
Sub total	1,714	2,692
Premises Income		
Rent/lettings income	380	1,925
Sub total	380	1,925
Fundraising Income (gross)		
Assorted activities	-	343
Sub total	-	343
Donations, Grants & Similar Income		
Grants	22,708	
Donations	500	250
Sub total	23,208	250
Investment Income		
Bank or Building Society interest	-	-
Sub total	-	-
Total receipts	25,302	5,209

19th Brighton Scout Group Receipts and Payments Account

For the year from 1st April 2020 to 31st March 2021

Receipts and payments



	2020/21 Unrestricted funds £	2019/20 Unrestricted funds £
PAYMENTS		
Charitable Activity Expenses		
Youth programme and activities	158	1,546
Equipment	70	230
Insurance	847	608
Badges & Scarves	182	504
Leader uniform	-	32
Administration	69	114
Sub total	1,326	3,036
Premises Expenses		
Rent	300	325
Electricity	1,020	1,413
Water and Sewerage	857	1,467
Business Rates	-	-
Building Repairs and Renewals	9,235	381
Cleaning	-	-
Sub total	11,412	3,586
Fundraising Expenses		
Assorted	-	-
Sub total	-	-
Total payments	12,738	6,622
Net of receipts/(payments)	12,564	(1,412)
Cash funds last year end	3,579	4,991
Cash funds this year end	16,143	3,579

Statement of assets and liabilities at the end of the year

	31/03/2021	31/03/2020
	Unrestricted	Unrestricted
	funds	funds
	£	£
Cash funds		
CAF current account	16,143	3,579
Cash	-	-
Total cash funds	16,143	3,579

The above receipts and payments account and statement of assets and liabilities were approved by the Trustees on 13th May 2021 and signed on their behalf by

Signature

Print Name

Lou Wickenden	Chair
David Simon	Treasurer

Scrutineer's Report to the Trustees of the 19th Brighton Scout Group

I report on the accounts of the Group for the year ended 31st March 2021.

Respective responsibilities of Trustees and Scrutineer

As the Group's trustees you are responsible for the preparation of the accounts; you consider that neither the audit nor independent examination requirements of the Charities Act 2011 apply. It is my responsibility without carrying out an audit or independent examination to scrutinise the accounts and to report to you.

Basis of Scrutineer's Statement

In accordance with the directions given in the Group's constitution, I have scrutinised the records and the accounts set out over pages 5 to 7.

Scrutineer's Statement

In my opinion the accounts are in accordance with the records produced to me and comply with the constitution.

I have provided advice to the trustees on how the accounts and records may be improved in future years.



Jenny Robinson FCA

209 Ladies Mile Road, Brighton BN1 8TF

30th April 2021