



**CHARITY COMMISSION  
FOR ENGLAND AND WALES**

## **Trustees' Annual Report for the period**

**From 01/01/2021 Period start date To 31/12/2021 Period end date**

**Charity name: Pendle Forest Scout and Guide Group**

**Charity registration number: 1059194**

## **Objectives and Activities**

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	To own manage and maintain a community building in which to facilitate and support the provision of Scout Association and Girlguiding activities in the local Community.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	The provision of Scout & Guide activities for children and young people from 5-18. Also provides opportunities for the development of leadership skills for both young people and adults. The building also accommodates a pre-school group, sports groups and is a venue for social and charitable events.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	In supporting the continued development of Scouting and Girlguiding the group provided a venue for a BME Scout Group during the initial phase of development. Pre-school and sporting activities are of benefit to the wider community

## **Additional information (optional)**

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	The Group does not make grants but the young people support a number of different charities throughout the year by organising fund-raising events
Policy on social investment including program related investment	Para 1.38	The Group does not hold any investments
Contribution made by volunteers	Para 1.38	Volunteers do not provide any financial contribution – they give their time.
Other		The Group is committed to subsidise activities for those young people who may otherwise be prevented from attending due to financial constraints.

## Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p>Enabling children and young people to benefit from all aspects of the Scout Association and Girlguiding Programmes.</p> <p>This includes providing opportunities for the young people to participate in a range of residential experiences.</p> <p>Members of the Scout Association and Girlguiding are encouraged to participate in a wide range of activities which enable them to develop practical skills, enhance self-esteem and engender a sense of community action and responsibility. Teamwork, co-operation, inclusion and acceptance are also key aspects of the organisations.</p> <p>The young people are encouraged to identify appropriate charities, appeals etc. they wish to support in their fundraising initiatives. These have included UK charities for example Children in Need, Local Hospice, and projects in other countries for example raising money for the Isaiah Trust in Kenya to provide an outdoor class room.</p>

### Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	
Other		

## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	As the Group owns the building reserves are necessary as a contingency for any major repairs required.
Amount of reserves held	Para 1.22	
Reasons for holding zero reserves	Para 1.22	
Details of fund materially in deficit	Para 1.24	
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	None

### Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	Subscriptions for each young person attending. Rental income from hire of the building.
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	
Other		

## Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	The trustees are either parents or members of the local community who are supportive of the Scout Association and Girlguiding. The Group Executive Committee is responsible for the appointment of trustees.

### Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	Training is offered in accordance with the adult training programmes provided by the Scout Association and Girlguiding
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		

## Reference and Administrative details

Charity name	Pendle Forest Scout and Guide Group
Other name the charity uses	None
Registered charity number	1059194
Charity's principal address	Pendle Forest Scout and Guide Community Centre Wheatley Lane Road Fence Burnley BB12 9EE

**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	Nathan Fish	Chair		
2	David Green	Trustee		
3	Janet Myers	Trustee		
4	Jonathan Lund	Trustee		
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Corporate trustees – names of the directors at the date the report was approved

[illegible]

Name of trustees holding title to property belonging to the charity

[illegible]

### **Funds held as custodian trustees on behalf of others**

Description of the assets held in this capacity	None
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	

#### **Additional information (optional)**

##### **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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### **Exemptions from disclosure**

Reason for non-disclosure of key personnel details

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### **Other optional information**

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## Declarations

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

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	DAVID GREW	
Position (eg Secretary, Chair, etc)	GROUP SCOUT LEADER	
Date	19/5/2022	

## Pendle Forest Scout & Guide Group

	1st Jan 2021	to 31st Dec 2021
	This Year	Last Year
<b>Receipts [In]</b>		
Subs under Gift Aid	£0.00	£0.00
Subs - non Gift Aid	£2,127.12	£5,336.00
Gift Aid received	£0.00	£0.00
Camps / Outings / Events	£0.00	£730.00
Rent	£11,352.00	£8,221.60
100 Club	£1,031.00	£1,266.00
Electricity credit	£3,788.78	£0.00
Covid-19 Grant	£8,000.00	£10,000.00
DD Credit	£36.00	£0.00
Rent (Evenings)	£325.64	£0.00
2nd Bank account (Manual)	£0.00	£0.00
<b>Totals</b>	<b>£26,660.54</b>	<b>£25,553.60</b>
<b>Payments [Out]</b>		
Utilities	£5,457.28	£6,100.89
Building Services	£7,633.06	£1,609.62
Fund Raising	£0.00	£0.00
Camps / Outings / Events	£529.60	£1,748.00
Capitation	£3,630.30	£5,263.50
Petty Cash	£5,004.12	£3,200.00
Memorial	£350.00	£0.00
Communication	£521.31	£496.88
Financial Expenses	£565.00	£0.00
Details 10	£0.00	£710.00
Details 11	£0.00	£268.00
Details 12	£0.00	£1,497.84
2nd Bank account (Manual)	£0.00	£0.00
<b>Totals</b>	<b>£23,690.67</b>	<b>£20,894.73</b>
<b>Surplus or (deficit) for the year</b>	<b>£2,969.87</b>	<b>£4,658.87</b>
<b>Balances brought forward</b>		
Bank - 1	£26,513.33	£19,657.78
Bank - 2	£37,910.48	£37,910.48
Cash	£2,999.56	£5,196.24
	<b>£67,423.37</b>	<b>£62,764.50</b>
<b>Balances in hand at year-end</b>		
Bank - 1	£30,605.46	£26,513.33
Bank - 2	£37,910.48	£37,910.48
Cash	£1,877.30	£2,999.56
	<b>£70,393.24</b>	<b>£67,423.37</b>

Assets and Liabilities: In addition to the above cash balances the unit has equipment to the value of £0.00 and there are no other assets or liabilities.

Prepared by: DAVID GREW

Signature & Date:  19/5/22

Reviewer's Certificate: The above statements agree with the records and vouchers of Pendle Forest Scout & Guide Group for the financial year ended 31st Dec 2021

Reviewed by: LOUISE SEDDON

Signature & Date:  20.05.22

Notes:



**Independent examiner's report to the trustees of:**

**Pendle Forest Scout and Guide Group.**

I report to the trustees on my examination of the accounts of Pendle Forest Scout and Guide Group (the Trust) for the year ended 31 December 2021.

**Responsibilities and basis of report**

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 Trust 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: LOUISE SEDDON

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

Address: 181 ROSEHILL RD  
BURNLEY  
BB11 2QX

Date: 20.05.22