

1st Durrington Scout Group

incorporating

Northbrook Barn Community Centre

Accounts for the year ended 31 March 2021

TRUSTEES: Ex-officio

Chairman	Steve Coleman
Group Scout Leader	Fred Thwaites
Beaver Leader	Sharon Field
Cub Leader	Naomi Norton
Scout Leader	Fred Thwaites

TRUSTEES: Elected

Secretary	Rosemary Munson
Treasurer	Keith Chapman
Parent Representatives	Nicola Norton-Ward
	Georgina Grisewood
	(Resigned 1 July 2021)

CUSTODIAN TRUSTEE

COMMUNITY CENTRE MANAGER

BANKERS

Independent Examiner

Scout Trust Company
John Doswell
Lloyds Bank, Blackheath
Richard Tune

Group Registration with The Scout Association	45711
Charity Registration Number	1061896
Contact name & address	John Doswell, Northbrook Barn Community Centre, Squadron Drive, Worthing, BN13 3SL

The Group is a Trust established under the rules which are common to all Scouts. The governing documents are those of The Scout Association. They consist of a Royal Charter, which gives authority to the Bye Laws of the Association, and the Policy, Organisation & Rules of The Scout Association. Trustees are appointed in accordance with these rules.

The purpose of Scouting is to actively engage and support young people in their personal development, empowering them to make a positive contribution to society.

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.

1st Durrington Scout Group

Trustees' Annual Report for the year ended 31 March 2021

Major Activities and Achievements in the year

Scout Group

We started this year in the midst of a lockdown, and we have had heavily restricted options to meet face to face for most of the year, and its only as we came into the spring term that we were able to offer some limited face to face meetings.

For most of the year the membership of the sections has remained static and many members joined in through the zoom meetings which we endeavoured to make as interesting and relevant as possible (including a live singalong with a Nigerian scout leader to support a worldwide challenge badge). While some members found it hard to engage in that online period, as face to face meetings are gradually returning, some of those have started to come back.

We were able to keep the programmes running and delivering challenge badges towards the Chief Scouts awards with Beavers getting eight bronze awards, Cubs getting seven silver awards, and for the first time in the Group's history we are looking forward to awarding some gold awards when the expedition/camp happens over the summer.

At the start of 2021 we applied for and were given a substantial grant from the District to be spent in the pursuit of scouting. This will include new camping and cooking equipment and a projector to allow us to use the array of audio-visual materials provided for and by the scouts. Despite this we will still have a backlog of equipment that needs replacing and we have identified several priorities including a full complement of tents that don't leak. We already fundraise through the seafront fair (arranged and stewarded by Sharron and Rosemary), but I would like to set a target of £1000 raised each year across all sections to support the replacement of equipment and develop other activities for the group. If you feel you are able to help with this in any way, please let me know.

Our ability to run the sections is largely down to the adult leadership of each section; have having enough adults is a frequent worry. I want to give my thanks to all the leaders for their continued dedication and enthusiasm, and to the committee and officers of the Group for steering us in the right direction.

Thanks

Fred Thwaites

Northbrook Barn Community Centre

We are fortunate to have a substantial building with flexibility of how to use the rooms and facilities together with sufficient storage space. It makes for a great Scout Group HQ for 1st Durrington.

To finance the running costs of the Centre we need to let rooms, including the hall – a Sussex Barn – and it is also a requirement of the lease with the Borough Council that the Centre is made available for hire.

The regular weekly hirers are important by providing the ongoing income to pay the bills. These have included the nursery during term time, exercise classes, dance classes, Many children use the facilities.

Those using the Centre are delighted with the facilities and, as we are not fully booked, we are always interested in enquires from new hirers. It is essential that the Centre does not become a liability on the members of the Scout Group but rather remains as an HQ giving Scouters a fine experience.

The Trustees are grateful for all the work put in by our manager, John Doswell.

Financial Report

The finances of the Scout Group and the Community Centre are kept separate, with different bank accounts to show that the subscriptions paid by parents and carers are spent for the benefit of the young people. However, the attached Accounts combine both the Scout Group and the Community Centre figures.

The NatWest Bank accounts were closed and the balances transferred to the new Lloyds Bank accounts.

Scout Group

The Group benefits from the receipt of subscriptions for the youth members, part of which we pay to support the West Sussex County Scouts and then particularly the Scout Association. The amount paid to The Scout Association includes the cost of public liability insurance. The balance of subs is used by leaders to provide for the weekly meetings.

With Covid-19 disrupting face-to-face meetings we took the decision just to ask parents for donations for the summer term in lieu of subscriptions. We are grateful to those able to support us in that way. Having got our act together with Zoom meetings we did then collect subs for the remaining two terms which gave us just enough to pay the Membership Fees in March to County Scouts and the Scout Association.

We were able to claim back tax of £345 under the Gift Aid scheme but any further fundraising was not possible. We used part of the remaining Amplicon grant, received last year, to buy four tables useful for camping.

There was a deficit for the year of £748 but we still have a reasonable bank balance.

Northbrook Barn Community Centre

With the Covid-19 shutdown starting before the beginning of our financial year, the Trustees knew immediately that they needed to review the financial situation and how the Centre might manage for the year ahead. We started with £25,000 in the bank and this would meet a large percentage of the annual costs. Fortunately, the Government came in quickly with grants, which we were able to claim. We placed the manager and cleaner on furlough and received 80% of their wages and also claimed the £10,000 business grant. So, by the end of April, we could see that we should have financial stability for the financial year.

Other than the Children's Nursery trying out a period in June and July the Centre remained closed until September. We then re-opened on a limited basis until the next lockdown in November. The Nursery was permitted to continue to open so we did receive some income during the remainder of the year. The employees were put onto part time work in August and fulltime from September. The cleaner resigned for family reasons in October and the manager then volunteered to take on this work until the future become clearer.

A further £4,000 Additional Restrictions Grant was received in March to make up for some of the loss of letting income. We are very grateful for all the Government financial support which amounted to £17,749 and meant that the Centre could remain viable. With the Grants and the reduced letting income we did manage a surplus of £4,986 for the year which led to a bank balance of £30,000 to take forward into another uncertain financial year, but with perhaps some hope for the future.

We have opened up with our regular users of the nursery, fitness classes and dance classes but otherwise take matters slowly until there is more certainty of what the future brings with the virus. In the meantime, the Trustees are as certain as they can be that the Group and the Centre have sufficient funds.

The Trustees are very grateful for all the work by John Doswell, the manager, in managing the Centre, cleaning and keeping the buildings safe.

Keith Chapman, Hon Treasurer

Receipts & Payments Account Summary for the year ended 31 March 2021

	This Year	Last Year
	£	£
Total Receipts for the year (page 5)	34,109	43,581
Total Payments for the year (page 5)	<u>29,876</u>	<u>35,925</u>
Net Surplus for the year	4,233	7,656
Cash, bank and other funds brought forward at 1 April 2020	<u>30,380</u>	<u>22,724</u>
Cash, bank and other funds at 31 March 2021	<u>£34,613</u>	<u>£30,380</u>

These accounts, the accompanying statement of assets and liabilities and Report were approved by the Trustees on 25 May 2021 and signed on their behalf by

Steve Coleman
(chairman)

Keith Chapman
(hon treasurer)

Statement of Assets & Liabilities at 31 March 2021

	This Year	Last
Year		
MONETARY ASSETS	£	£
Bank: current accounts		
NatWest (Community Centre)	0	1,148
Lloyds (Community Centre)	5,635	9,109
NatWest (Scout Group)	0	1,058
Lloyds (Scout Group)	4,190	3,805
deposit accounts		
Lloyds (Comm. Centre)	24,504	4,000
Cambridge & Counties Bank	0	10,690
Cash in hand – Scout Group	233	308
Community Centre	<u>51</u>	<u>262</u>
Total	<u>£34,613</u>	<u>£30,380</u>

NON-MONETARY ASSETS

Lease on land at Northbrook Barn, Squadron Drive, from Worthing Borough Council for a period of 99 years from 23 June 1998.

The Community Centre Building which was built on the land at Squadron Drive.

The Contents of the Centre plus the Scout Group equipment.

Notes to the Accounts: -

- 1) The Scout Group is the owner of the Northbrook Barn Community Centre and these accounts incorporate the figures for the Centre. The accounts have been drawn up on a receipts & payments basis, which is consistent with the previous year.
- 2) 100% Charity Relief is received for the Council Tax.
- 3) Reserve's Policy – The Trustees are obliged to state their policy on the holding of a capital reserve. In view of the Covid-19 emergency any funds are needed to ensure the immediate financial needs of the Centre so a longer-term policy is on hold.
- 4) The NatWest Bank and the Cambridges & Counties Bank accounts were all closed during the year.
- 5) Division of Cash Funds: -

	Centre	Scout
	£	£
Funds at 1 April 2020	25,209	5,171
Surplus/deficit for year	<u>4,986</u>	<u>(748)</u>
Funds at 31 March 2021	<u>£30,190</u>	<u>£4,423</u>

Receipts for the year ended 31 March 2021

Details		2020/21	2019/20
1st Durrington Scout Group			
Membership subscriptions	2,740		
less subscriptions to District, County & HQ	<u>2,480</u>	260	992
Camp fees & outings		0	1,267
Sale of Scarves & T-shirts		60	175
Tax repayment on Gift Aid		345	414
Fund Raising		0	251
Grants/donations		190	2,090
Sundries		<u>20</u>	<u>127</u>
Sub Total of Scout Group		£875	£5,316
Northbrook Barn Community Centre			
Letting income received from dance classes, children's nursery & pole fitness classes	10,462		32,130
Sundry sources	195		40
Rent for Scout Shop & Badge Secretary	<u>0</u>		<u>1,500</u>
Total of Lettings		£10,657	£33,670
Sundry income, including bank interest		374	210
Grants – Government re Covid-19		17,749	0
Sub Total of Community Centre		£28,780	£33,880
Council tax relief @ 100% (note 2)		4,454	<u>4,385</u>
TOTAL - Group & Centre		£34,109	£43,581

Payments for the year ended 31 March 2021

Details		2020/21	2019/20
1st Durrington Scout Group			
Section expenses	592		979
Camp & outing expenses	0		1,313
Sundries, Group Scarves/T-shirts, equipment etc	<u>1,031</u>		<u>2,011</u>
Sub Total of Scout Group		£1,623	£4,303
Northbrook Barn Community Centre			
Rent paid to WBC	1,465		1,455
Running costs & general maintenance of Centre	6,395		8,514
Insurances (building, contents, employer's liability)	4,466		4,531
Wages	10,965		12,047
Office costs	508		690
Equipment purchased	<u>0</u>		<u>0</u>
Sub Total of Community Centre		£23,799	£27,237
Council tax – 100% relieved (note 2)		4,454	<u>4,385</u>
TOTAL - Group & Centre		£29,876	£35,925



Section A

Independent Examiner's Report

**Report to the trustees/
members of**

Charity Name

1st Durrington Scout Group

**On accounts for the year
ended**

31 March 2021

**Charity no
(if any)**

1061896

Set out on pages

Four and Five

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

**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 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 (other than that disclosed below *) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

** Please delete the words in the brackets if they do not apply.*

Signed:

R Tune

Date:

9/9/2021

Name:

Richard Tune

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

Address:

10 Offington Avenue

Worthing

Sussex, BN14 9PE