

# 3RD NEWBURY SCOUT GROUP

England & Wales · Charity number 1091193

## Details

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**Status** Registered

**Legal form** Other

**Registered** 2002-03-19

**Register** [View on the Charity Commission register](#)

## Contact

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**Address** 5 Dandridge Close  
East Hanney  
Wantage  
Oxfordshire  
OX12 0FH

**Phone** 07531171988

**Email** [Stig@3rdnewburyscouts.org.uk](mailto:Stig@3rdnewburyscouts.org.uk)

**Website** [www.3rdNewburyScouts.org.uk](http://www.3rdNewburyScouts.org.uk)

## Activities

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**Objects:** TO PROMOTE THE DEVELOPMENT OF YOUNG PEOPLE IN ACHIEVING THEIR FULL PHYSICAL, INTELLECTUAL, SOCIAL AND SPIRITUAL POTENTIAL; AS INDIVIDUALS, AS RESPONSIBLE CITIZENS AND AS MEMBERS OF THEIR LOCAL, NATIONAL AND INTERNATIONAL COMMUNITIES

**Activities:** SCOUTING ACTIVELY ENGAGES AND SUPPORTS YOUNG PEOPLE IN THEIR PERSONAL DEVELOPMENT, EMPOWERING THEM TO MAKE A POSITIVE CONTRIBUTION TO SOCIETY.

## Classification

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- **How:** Provides Services, Provides Advocacy/advice/information, Acts As An Umbrella Or Resource Body
- **What:** Education/training, Amateur Sport, Environment/conservation/heritage
- **Who:** Children/young People

## Geography

- **Area of benefit:** NOT DEFINED. IN PRACTICE NEWBURY BERKSHIRE
- West Berkshire

## Finances

| Period end | Income  | Expenditure | Assets | Employees |
|------------|---------|-------------|--------|-----------|
| 2025-03-31 | £43,035 | £53,030     | -      | -         |
| 2024-03-31 | £34,290 | £29,564     | -      | -         |
| 2023-03-31 | £48,340 | £49,017     | -      | -         |
| 2022-03-31 | £30,493 | £25,523     | -      | -         |
| 2021-03-31 | £29,484 | £16,044     | -      | -         |

## Trustees

| Name                         | Role  | Appointed  |
|------------------------------|-------|------------|
| <b>JAN ANDREA LARGE</b>      | Chair |            |
| AMANDA BATEHUP               |       | 2013-09-04 |
| Andrew James Barr            |       | 2021-05-07 |
| Michael Andrew Bailey        |       | 2020-07-27 |
| Michael O'Donnell            |       | 2022-07-10 |
| Nicholas James Austin March  |       | 2021-05-07 |
| Philip John Jackson          |       | 2024-06-09 |
| Sarah May Corsham            |       | 2022-07-10 |
| TOM ALEXANDER SEWARD         |       | 2018-01-01 |
| Trevor Wesley Mathers        |       | 2024-06-09 |
| William John Charles Thrower |       | 2024-06-09 |

**3RD NEWBURY SCOUT GROUP**

England & Wales - Charity number 1091193

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# Accounts

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# Trustees' Annual Report

For the period

From (start date)       to end date

## Section A Reference and administration details

Charity name

3rd Newbury Scout Group

Other names the charity is known by

Registered charity number (if any)

HQ registration number

Charity's principal address

|              |  |  |  |   |   |      |
|--------------|--|--|--|---|---|------|
| Scout Hut    |  |  |  |   |   |      |
| Poplar Place |  |  |  |   |   |      |
| Newbury      |  |  |  |   |   |      |
| Postcode     |  |  |  | R | G |      |
|              |  |  |  | 1 | 4 | 1N A |

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  | Jan Large         | Chairman             | 01/04/24 - 31/03/25               |
| 2  | Tom Seward        | Treasurer            | 01/04/24 - 31/03/25               |
| 3  | Amanda Batehup    | Group Lead Volunteer | 01/04/24 - 31/03/25               |
| 4  | Andy Barr         | Trustee              | 01/04/24 - 31/03/25               |
| 5  | Nicholas March    | Trustee              | 01/04/24 - 31/03/25               |
| 6  | Michael Bailey    | Trustee              | 01/04/24 - 31/03/25               |
| 7  | Sarah Barr        | Trustee              | 01/04/24 - 09/06/24               |
| 8  | Michael O'Donnell | Trustee              | 01/04/24 - 31/03/25               |
| 9  | Sarah Corsham     | Trustee              | 01/04/24 - 31/03/25               |
| 10 | Alison Cutts      | Trustee              | 01/04/24 - 09/06/24               |
| 11 | Trevor Mathers    | Trustee              | 09/06/24 - 31/03/25               |
| 12 | Philip Jackson    | Trustee              | 09/06/24 - 31/03/25               |
| 13 | Will Thrower      | Trustee              | 09/06/24 - 31/03/25               |
|    |                   |                      |                                   |
|    |                   |                      |                                   |
|    |                   |                      |                                   |
|    |                   |                      |                                   |
|    |                   |                      |                                   |

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

| Type of advisor      | Name                       | Address   |
|----------------------|----------------------------|---|
| Bank                 | Barclays                   | 23-26 Park Way Newbury RG14 1AY                         |
| Solicitor            | S. Durrant, Gardner Leader | 20-24 Market Place Newbury RG14 5BA                     |
| Independent Examiner | P. Dann                    | Copse Hill, Fishers Lane Cold Ash<br>Thatcham, RG18 9NG |

**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. We adopted the Scout model constitution under POR 5.4 on 9th July 2023.

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:

The Group is managed by the Trustee Board, 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.

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 Board consists of 2 independent representatives, Chair and Treasurer together with the Lead Volunteer and several other Trustees as elected at the Charity's AGM. It meets every 2 months.

Members of the Trustee Board complete 'Being A Trustee in Scouts, Safety, Safeguarding, Inclusion and Data Protection' training within the first 5 months of joining the Board.

This Trustee Board exists to support the Lead Volunteer 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 Boards that may be required;  
Appointing Group Administrators and Advisors other than those who are elected.

**Risk and Internal Control**

The Trustee Board 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 Board 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. Historic lockdowns due to Covid-19 have presented challenges and we have suffered a reduction in the number of leaders. The group has recovered by drawing in new volunteers however this remains a risk. If volunteer numbers reduce 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 as has been seen with the Scout sections in the past.

Reduction or loss of members. The Group provides activities for all young people aged 6 to 14. 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.

The group has in place systems of internal controls that are designed to provide reasonable assurance against material mismanagement or loss, these include 2 signatories for all payments and a comprehensive insurance policies to ensure that insurable risks are covered.

| Section C | Objectives and activities |
|-----------|---------------------------|
|-----------|---------------------------|

Summary of the objects of the charity set out in its governing document

**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.

Summary of the main activities in relation

This year the Group has continued to grow and improve. This has been welcomed by all members of the Group and our sections are participating in traditional Scouting activities such as camping, watersports and inter-group competitions. Volunteer numbers have improved but remain lower than those before the pandemic. None-the-less our volunteers have worked hard to run an engaging, active and safe programme. This has taken a lot of imagination and determination and we are fortunate to have had such a loyal and committed team of volunteers and helpers. We have recruited a few new members to the leadership team so the future looks encouraging.

Additional details of the objectives and activities (optional information but encouraged as best practice)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- contribution made by volunteers;
- policy on investments.

3rd Newbury Scout Group has been fortunate to also have a steadfast band of volunteers, including but not exclusively in the Trustee Board. They have supported the group throughout the year. We are also very grateful to our young members and their parents for their loyalty and generosity. The group has also been fortunate to receive many donations in the form of workplace fundraising schemes so particular thanks goes out to those individuals who have set this up for us. Therefore, despite the challenging economic environment, we remain on a firm financial footing.

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

This year our leaders once again delivered an exciting and varied programme including camps and inter-group events.

Our beavers achieved an amazing 13 Chief Scout Bronze badges! They have done lots of exciting activities from Den building to pioneering and pottery to astronomy. Our Chandos Colony has welcomed one of 3rd Newbury's ex-Scouts as a new young leader who has engaged with the Beavers really well.

Our Cubs have been extremely active over the year building their cookings skills and getting back to nature through bike rides and hikes. They have also been learning emergency first aid, performing science experiments and learning different types of athletics. There were a fantastic 6 Chief Scout Silver Awards handed out.

The Scouts have continued to engage in an exciting programme from learning different skills from survival to investing. They competed in the annual district incident hike, the Alamo. August 2024 saw another successful summer camp where the Scouts threw themselves in high-ropes, caving and laser tag as well as going to London Zoo. There were 6 Chief Scout Gold Awards handed out.

## 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 Trustee Board considers that the group should hold a sum equivalent to 6 months running costs, circa £8k, annual insurance £2.5k and captitation costs of circa £7k.

Quantify and explain any designations

This year we have reduced the excess reserves held from last year which had built up over Covid due to generous government grants. However, we still hold more than sufficient reserves to ensure we can operate into the medium term and absorb any costly unforeseen events. This is appropriate as unfortunately, in the past, the den has experienced significant damaging events, therefore, whilst we do have insurance in place to cover major works required, we are making sure we are well positioned for any additional or unforeseen costs. Lastly, we are holding reserves for a future large outflow relating to the 2025 Scout Camp. This is expected to be c.£16k

We hold Badge stock of £1,034. The den, outdoor space and sound proofing continues to be written down over 75 years and is currently showing on the books at a value of £200,014

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

None to our knowledge

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;

Our principle source of funding is our member's subscriptions. Our membership has remained steady over the last few years and we increased our monthly fees from £8.50 to £10.50 to combat the impact of high inflation. We also use fundraising as a means to top up our income and support purchases of new equipment and unique activities. This year we were able to field a normal programme of fundraising events, which allowed us to raise £4,382.

Having our own den and a long lease has enabled us to continue scouting this year and maintain a healthy bank balance. We have funds in place to do any necessary maintenance to ensure we are fully equipped to return to face to face scouting. The Trustee Board regularly monitors the levels of bank balances to ensure we get maximum value from our banking arrangements.

**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**

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

The Group is looking forward to the year ahead and providing an engaging programme for all members. We have funds to invest in equipment and training and are working hard to find and train new section leaders and to continue to support our existing volunteers, all of whom have worked so hard during such difficult times. We are lucky to have such a loyal and caring team.

**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)

Jan Large Tom Seward

Position (eg Secretary, Chair)

Chairman Treasurer

Date

0 9 0 5 2 5

# 3rd Newbury Scout Group

## Receipts and payments account

Year start date

Year end date

|                   |  |            |   |            |
|-------------------|--|------------|---|------------|
| For the year from |  | 01/04/2024 | T | 31/03/2025 |
|-------------------|--|------------|---|------------|

### Receipts and payments

|  | 2024/25<br>Unrestricted<br>funds<br>£ | 2023/24<br>Unrestricted<br>funds<br>£ |
|--|---------------------------------------|---------------------------------------|
| <b>Receipts</b>  |                                       |                                       |
| <b>Donations, legacies and similar income</b>                    |                                       |                                       |
| Membership subscriptions   | 12,327                                | 11,336                                |
| Membership subscriptions paid on (National/County/Area/District) | - 14,588                              | - 6,590                               |
|  | - 2,261                               | - 4,747                               |
| Donations  | 5,245                                 | 4,498                                 |
| Legacies   | -                                     | -                                     |
| Gift Aid   | 2,458                                 | 2,446                                 |
| Other similar income   | 25                                    | -                                     |
| Refunds  | 587                                   | 200                                   |
| <b>Sub total</b>   | <b>6,054</b>                          | <b>11,891</b>                         |
| <b>Grants</b>  |                                       |                                       |
| Other grants   | 2,169                                 | 4,868                                 |
| <b>Sub total</b>   | <b>2,169</b>                          | <b>4,868</b>                          |
| <b>Fundraising events (gross)</b>                                |                                       |                                       |
| Major Activities   | 1,672                                 | 1,208                                 |
| Camps  | 27,807                                | 8,960                                 |
| Core Fundraising   | 4,382                                 | 6,462                                 |
| Uniforms and Badges  | 580                                   | 584                                   |
| Member led Fundraising   | -                                     | -                                     |
| <b>Sub total</b>   | <b>34,441</b>                         | <b>17,213</b>                         |
| <b>Scout hut income</b>  |                                       |                                       |
| Hire of building   | -                                     | -                                     |
| Hire of equipment  | -                                     | -                                     |
| Other Scout hut income   | -                                     | -                                     |
| <b>Sub total</b>   | <b>-</b>                              | <b>-</b>                              |
| <b>Investment income</b>   |                                       |                                       |
| Bank interest  | 371                                   | 318                                   |
| Building Society interest  | -                                     | -                                     |
| The Scout Association Short Term Investment Service              | -                                     | -                                     |
| Insurance  | -                                     | -                                     |
| <b>Sub total</b>   | <b>371</b>                            | <b>318</b>                            |
| <b>Total Gross Income</b>  | <b>43,035</b>                         | <b>34,290</b>                         |
| <b>Asset and investment sales, etc.</b>                          | -                                     | -                                     |
| <b>Total receipts</b>  | <b>43,035</b>                         | <b>34,290</b>                         |

# 3rd Newbury Scout Group

## Receipts and payments account

Year start date

Year end date

|                   |  |            |   |            |
|-------------------|--|------------|---|------------|
| For the year from |  | 01/04/2024 | T | 31/03/2025 |
|-------------------|--|------------|---|------------|

### Receipts and payments

|   | 2024/25<br>Unrestricted<br>funds<br>£ | 2023/24<br>Unrestricted<br>funds<br>£ |
|---|---------------------------------------|---------------------------------------|
| <b>Payments</b>                                   |                                       |                                       |
| <b>Charitable Payments</b>                        |                                       |                                       |
| Youth programme activities                        | - 1,510                               | - 1,469                               |
| Adult support and training                        | -                                     | -                                     |
| Rent and Rates                                    | - 660                                 | - 220                                 |
| Water and Sewerage                                | - 213                                 | - 58                                  |
| Electricity and Gas                               | - 1,252                               | - 1,522                               |
| Insurance   | - 2,480                               | - 2,066                               |
| Repairs and Renewals                              | - 7,003                               | - 2,644                               |
| Materials and equipment                           | - 9,269                               | - 1,409                               |
| Printing and photocopying, stationery and website | - 458                                 | - 462                                 |
| Contribution to camp costs                        | - 2,300                               | -                                     |
| Uniforms and Badges                               | - 1,496                               | - 1,670                               |
| AGM and trustee expenses                          | -                                     | - 327                                 |
| Other costs                                       | - 134                                 | - 72                                  |
| Cleaning  | - 987                                 | - 965                                 |
| Mileage   | - 41                                  | - 32                                  |
| <b>Sub total</b>                                  | <b>- 27,803</b>                       | <b>- 12,915</b>                       |
| <b>Fundraising expenses</b>                       |                                       |                                       |
| Major Activities                                  | - 1,959                               | - 1,876                               |
| Camps   | - 22,372                              | - 11,633                              |
| Core Fundraising                                  | - 895                                 | - 3,141                               |
| Member led Fundraising                            | -                                     | -                                     |
| Other fundraising costs                           | -                                     | -                                     |
| <b>Sub total</b>                                  | <b>- 25,227</b>                       | <b>- 16,650</b>                       |
| <b>Total Gross Expenditure</b>                    | <b>- 53,030</b>                       | <b>- 29,564</b>                       |
| <b>Asset and investment purchases, etc.</b>       | -                                     | -                                     |
| <b>Total payments</b>                             | <b>- 53,030</b>                       | <b>- 29,564</b>                       |
| <b>Net of receipts/(payments)</b>                 | <b>- 9,995</b>                        | <b>4,726</b>                          |
| <b>Cash funds last year end</b>                   | <b>44,993</b>                         | <b>40,268</b>                         |
| <b>Cash funds this year end</b>                   | <b>34,998</b>                         | <b>44,993</b>                         |

# 3rd Newbury Scout Group

## Receipts and payments account

Year start date      Year end date

|                   |  |            |   |            |
|-------------------|--|------------|---|------------|
| For the year from |  | 01/04/2024 | T | 31/03/2025 |
|-------------------|--|------------|---|------------|

### Statement of assets and liabilities at the end of the year

|   | 31st March 2025<br>Unrestricted<br>funds<br>£ | 31st March 2024<br>Unrestricted<br>funds<br>£ |
|---|---|---|
| <b>Cash funds</b>                                   |   |   |
| Bank current account                                | 14,053  | 14,427  |
| Bank deposit account                                | 19,997  | 29,673  |
| Other accounts                                      | 17  | 133   |
| The Scout Association Short Term Investment Service | -   | -   |
| Cash/Floats   | 932   | 760   |
| <b>Total cash funds</b>                             | <b>34,998</b>                                 | <b>44,993</b>                                 |
| (agree balances with receipts and payments account) | ok  | ok  |
| <b>Other monetary assets</b>                        |   |   |
| Tax claim   | -   | -   |
| Debts due from the County/Area/District/Group       | -   | -   |
| Insurance claim                                     | -   | -   |
| <b>Sub total</b>                                    | <b>-</b>                                      | <b>-</b>                                      |
| <b>Investment assets</b>                            |   |   |
| Investment property - detail                        | -   | -   |
| Quoted investments                                  | -   | -   |
| Other investments - detail                          | -   | -   |
| <b>Sub total</b>                                    | <b>-</b>                                      | <b>-</b>                                      |
| <b>Non monetary assets for charity's own use</b>    |   |   |
| Badge stock   | 1,034   | 1,099   |
| Shop stock  | -   | -   |
| Other stock   | -   | -   |
| Land and buildings                                  | 200,014                                       | 197,326                                       |
| Motor vehicles                                      | -   | -   |
| Scouting equipment, furniture etc                   | 8,699   | 2,184   |
| Other   | -   | -   |
| <b>Sub total</b>                                    | <b>209,747</b>                                | <b>200,609</b>                                |
| <b>Liabilities</b>                                  |   |   |
| Accounts not yet paid                               | -   | -   |
| Expenses incurred but not invoiced                  | -   | -   |
| Subscriptions not yet paid                          | -   | -   |
| Loan - detail                                       | -   | -   |
| Other liabilities                                   | -   | -   |
| <b>Sub total</b>                                    | <b>-</b>                                      | <b>-</b>                                      |
| <b>Total net assets</b>                             | <b>244,745</b>                                | <b>245,602</b>                                |

The above receipts and payments account and statement of assets and liabilities were

Signature

Print Name

*Jan Large*

Jan Large - Chair  
Tom Seward - Treasurer

## Independent examiner's report to the trustees of 3<sup>rd</sup> Newbury Scout Group Scout Council

I report to the trustees on my examination of the accounts of the 3<sup>rd</sup> Newbury Scout Group for the year ended 31<sup>st</sup> March 2025

### Responsibilities and basis of report

As the charity trustees of the 3<sup>rd</sup> Newbury Scout Group 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 3<sup>rd</sup> Newbury Scout Group 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 3<sup>rd</sup> Newbury Scout Group 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: Mr Peter Dann

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

Address: Copse Hill, Fishers Lane, Cold Ash, RG18 9NG

Date: 4 May 2025

**3RD NEWBURY SCOUT GROUP**

England & Wales - Charity number 1091193

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# Accounts

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# Trustees' Annual Report

For the period

From (start date) 

|   |   |   |   |   |   |
|---|---|---|---|---|---|
| 0 | 1 | 0 | 4 | 2 | 3 |
|---|---|---|---|---|---|

 to end date 

|   |   |   |   |   |   |
|---|---|---|---|---|---|
| 3 | 1 | 0 | 3 | 2 | 4 |
|---|---|---|---|---|---|

## Section A Reference and administration details

Charity name 

|                         |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|-------------------------|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|
| 3rd Newbury Scout Group |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|-------------------------|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|

Other names the charity is known by 

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
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Registered charity number (if any) 

|   |   |   |   |   |   |   |
|---|---|---|---|---|---|---|
| 1 | 0 | 9 | 1 | 1 | 9 | 3 |
|---|---|---|---|---|---|---|

HQ registration number 

|   |   |   |   |   |   |   |   |
|---|---|---|---|---|---|---|---|
| 1 | 0 | 0 | 1 | 1 | 3 | 3 | 9 |
|---|---|---|---|---|---|---|---|

Charity's principal address 

|              |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |   |   |   |   |   |   |   |  |  |  |  |  |  |  |  |
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| Scout Hut    |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |   |   |   |   |   |   |   |  |  |  |  |  |  |  |  |
| Poplar Place |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |   |   |   |   |   |   |   |  |  |  |  |  |  |  |  |
| Newbury      |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |   |   |   |   |   |   |   |  |  |  |  |  |  |  |  |
| Postcode     |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | R | G | 1 | 4 | 1 | N | A |  |  |  |  |  |  |  |  |

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  | Jan Large         | Chairman             | 01/04/23 - 31/03/24               |
| 2  | Tom Seward        | Treasurer            | 01/04/23 - 31/03/24               |
| 3  | Laura Iaschi      | Secretary            | 01/04/23 - 09/07/23               |
| 4  | Amanda Batehup    | Group Lead Volunteer | 01/04/23 - 31/03/24               |
| 5  | Andy Barr         | Trustee              | 01/04/23 - 31/03/24               |
| 6  | Nicholas March    | Trustee              | 01/04/23 - 31/03/24               |
| 7  | Michael Bailey    | Trustee              | 01/04/23 - 31/03/24               |
| 8  | Sarah Barr        | Trustee              | 01/04/23 - 31/03/24               |
| 9  | Michael O'Donnell | Trustee              | 01/04/23 - 31/03/24               |
| 10 | Sarah Corsham     | Trustee              | 01/04/23 - 31/03/24               |
| 11 | Alison Cutts      | Trustee              | 01/04/23 - 31/03/24               |
| 12 |                   |                      |                                   |
| 13 |                   |                      |                                   |
| 14 |                   |                      |                                   |
| 15 |                   |                      |                                   |
| 16 |                   |                      |                                   |
| 17 |                   |                      |                                   |
| 18 |                   |                      |                                   |
| 19 |                   |                      |                                   |
| 20 |                   |                      |                                   |

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

| Type of advisor      | Name                       | Address  |
|----------------------|----------------------------|--|
| Bank                 | Barclays                   | 23-26 Park Way Newbury RG14 1AY                      |
| Solicitor            | S. Durrant, Gardner Leader | 20-24 Market Place Newbury RG14 5BA                  |
| Independent Examiner | P. Dann                    | Copse Hill, Fishers Lane Cold Ash Thatcham, RG18 9NG |

**Section B****Structure, governance and management**

Description of the charity's trusts

Type of governing document

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.

(e.g. trust deed, constitution)

How the charity is constituted

The Group is a trust established under its rules which are common to all Scouts. We adopted the Scout model constitution under POR 5.4 on 9th July 2023.

(e.g. trust, association, company)

Trustee selection methods

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

(e.g. appointed by, elected by)

Additional governance issues (optional information but encouraged as best practice)

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

The Group is managed by the Trustee Board, 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.

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 Board consists of 3 independent representatives, Chair, Treasurer and Secretary together with the Lead Volunteer, individual section volunteers (if opted to take on the responsibility) and parent's representation and meets every 2 months.

Members of the Trustee Board complete 'Essential Information for Executive Board, Trustee Induction, Safety, Safeguarding, and GDPR' training within the first 5 months of joining the Board.

This Trustee Board exists to support the Lead Volunteer 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 Boards that may be required;  
Appointing Group Administrators and Advisors other than those who are elected.

**Risk and Internal Control**

The Trustee Board 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 Board 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. Historic lockdowns due to Covid-19 have presented challenges and we have suffered a reduction in the number of leaders. The group has recovered by drawing in new volunteers however this remains a risk. If volunteer numbers reduce 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 as has been seen with the Scout sections in the past.

Reduction or loss of members. The Group provides activities for all young people aged 6 to 14. 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.

The group has in place systems of internal controls that are designed to provide reasonable assurance against material mismanagement or loss, these include 2 signatories for all payments and a comprehensive insurance policies to ensure that insurable risks are covered.

| Section C | Objectives and activities |
|-----------|---------------------------|
|-----------|---------------------------|

Summary of the objects of the charity set out in its governing document

**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.

Summary of the main activities in relation to these objects

This year the Group has gone from strength to strength now that the restrictions imposed by the pandemic are a distant memory. This has been welcomed by all members of the Group and our sections are once again participating in activities such as camping, watersports and inter-group competitions. Volunteer numbers remain lower than those before the pandemic however, our volunteers have worked hard to run an engaging, active and safe programme. This has taken a lot of imagination and determination and we are fortunate to have had such a loyal and committed team of volunteers and helpers. We have recruited a few new members to the leadership team so the future looks encouraging.

Additional details of the objectives and activities (optional information but encouraged as best practice)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- contribution made by volunteers;
- policy on investments.

3rd Newbury Scout Group has been fortunate to also have a steadfast band of volunteers, including but not exclusively in the Trustee Board. They have supported the group throughout the year. We are also very grateful to our young members and their parents for their loyalty and generosity. The group has also been fortunate to receive many donations in the form of workplace fundraising schemes so particular thanks goes out to those individuals who have set this up for us. Therefore, despite the challenging economic environment, we remain on a firm financial footing.

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

This year our leaders rose to the challenge of running a traditional, pre-pandemic programme including camps and inter-group events.

Our beavers achieved an amazing 17 Chief Scout Bronze badges! They have done lots of exciting activities from climbing to photography and pottery to map reading. Our Chandos Colony has welcomed one new leader who is enjoying themselves and delivering an exciting programme.

Our Cubs have been extremely active over the year building their map and compass skills whilst on hikes and getting back to nature through shelter building. They have also been learning about different cultures, performing science experiments and improving home safety skills. There were a fantastic 8 Chief Scout Silver Awards handed out.

The Scouts have continued to engage in an exciting programme from dragon boating, learning survival skills and competing in district incident hikes. August 2023 saw the first week long summer camp since the pandemic where the Scouts threw themselves in canoeing, paddleboarding, climbing and caving. There was 1 Chief Scout Gold Award handed out.

**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 Trustee Board considers that the group should hold a sum equivalent to 6 months running costs, circa £8k.

Quantify and explain any designations

This year we are holding more in reserves as we did not need the extra reserves we held during Covid as we had generous government grants. This is necessary as we will likely need to continue to spend on the maintenance of the den after extreme weather conditions and the replacement of equipment as we return to more traditional activities. Unfortunately, in the past, the den has experienced significant damaging events, therefore, whilst we do have insurance in place to cover major works required, we are making sure we are well positioned for any additional or unforeseen costs. Lastly, we are holding reserves for future large outflows on sound proofing the den and buying a storage container. Together these are expected to be £9k.

There will be capitation of £7k to come out early April 2024 . We hold Badge stock of £1,093. The den & outdoor space continues to be written down over 75 years and is currently showing on the books at a value of £197,326.

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

None to our knowledge

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;

Our principle source of funding is our member's subscriptions. We did see a 15% reduction over the pandemic but over the past couple of years this has started to climb back to normal levels. We also use fundraising as a means to top up our income and support purchases of new equipment and unique activities. This year we were able to field a normal programme of fundraising events, which has meant a significant increase in the funds raised

Having our own den and a long lease has enabled us to continue scouting this year and maintain a healthy bank balance. We have funds in place to do any necessary maintenance to ensure we are fully equipped to return to face to face scouting. The Trustee Board regularly monitors the levels of bank balances to ensure we get maximum value from our banking arrangements.

**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**

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

The Group is looking forward to the year ahead and providing an engaging programme for all members. We have funds to invest in equipment and training and are working hard to find and train new section leaders and to continue to support our existing volunteers, all of whom have worked so hard during such difficult times. We are lucky to have such a loyal and caring team.

**Section G**

**Declaration**

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

Signed on behalf of the charity's trustees

Signature(s)

Jan Large Tom Seward

Full name(s)

Jan Large Tom Seward

Position (eg Secretary, Chair)

Chairman Treasurer

Date

1 7 0 5 2 4

# 3rd Newbury Scout Group

## Receipts and payments account

|                   |                 |    |               |
|-------------------|-----------------|----|---------------|
|                   | Year start date |    | Year end date |
| For the year from | 01/04/2023      | To | 31/03/2024    |

### Receipts and payments

|  | 2023/24<br>Unrestricted<br>funds<br>£ | 2022/23<br>Unrestricted<br>funds<br>£ |
|--|---------------------------------------|---------------------------------------|
| <b>Receipts</b>  |                                       |                                       |
| <b>Donations, legacies and similar income</b>                    |                                       |                                       |
| Membership subscriptions   | 11,336                                | 11,790                                |
| Membership subscriptions paid on (National/County/Area/District) | - 6,590                               | - 6,407                               |
|  | 4,747                                 | 5,382                                 |
| Donations  | 4,498                                 | 2,715                                 |
| Legacies   | -                                     | -                                     |
| Gift Aid   | 2,446                                 | 2,355                                 |
| Other similar income   | -                                     | 863                                   |
| Refunds  | 200                                   | -                                     |
| <b>Sub total</b>   | <b>11,891</b>                         | <b>11,315</b>                         |
| <b>Grants</b>  |                                       |                                       |
| Covid Grants   | -                                     | -                                     |
| Other grants   | 4,868                                 | -                                     |
| <b>Sub total</b>   | <b>4,868</b>                          | <b>-</b>                              |
| <b>Fundraising events (gross)</b>                                |                                       |                                       |
| Major Activities   | 1,208                                 | 2,051                                 |
| Camps  | 8,960                                 | 6,631                                 |
| Core Fundraising   | 6,462                                 | 4,033                                 |
| Uniforms and Badges  | 584                                   | 842                                   |
| Member led Fundraising   | -                                     | -                                     |
| <b>Sub total</b>   | <b>17,213</b>                         | <b>13,557</b>                         |
| <b>Scout hut income</b>  |                                       |                                       |
| Hire of building   | -                                     | -                                     |
| Hire of equipment  | -                                     | -                                     |
| Other Scout hut income   | -                                     | -                                     |
| <b>Sub total</b>   | <b>-</b>                              | <b>-</b>                              |
| <b>Investment income</b>   |                                       |                                       |
| Bank interest  | 318                                   | 59                                    |
| Building Society interest  | -                                     | -                                     |
| The Scout Association Short Term Investment Service              | -                                     | -                                     |
| Other investment income  | -                                     | 23,410                                |
| <b>Sub total</b>   | <b>318</b>                            | <b>23,468</b>                         |
| <b>Total Gross Income</b>  | <b>34,290</b>                         | <b>48,340</b>                         |
| <b>Asset and investment sales, etc.</b>                          | -                                     | -                                     |
| <b>Total receipts</b>  | <b>34,290</b>                         | <b>48,340</b>                         |

check

# 3rd Newbury Scout Group

## Receipts and payments account

Year start date

Year end date

|                   |            |    |            |
|-------------------|------------|----|------------|
| For the year from | 01/04/2023 | To | 31/03/2024 |
|-------------------|------------|----|------------|

### Receipts and payments

|   | 2023/24<br>Unrestricted<br>funds<br>£ | 2022/23<br>Unrestricted<br>funds<br>£ |
|---|---------------------------------------|---------------------------------------|
| <b>Payments</b>                                   |                                       |                                       |
| <b>Charitable Payments</b>                        |                                       |                                       |
| Youth programme activities                        | - 1,469                               | - 943                                 |
| Adult support and training                        | -                                     | - 84                                  |
| Rent  | - 220                                 | - 630                                 |
| Water and Sewerage                                | - 58                                  | - 91                                  |
| Electricity and Gas                               | - 1,522                               | - 966                                 |
| Insurance   | - 2,066                               | - 25,732                              |
| Repairs and Renewals                              | - 2,644                               | - 3,529                               |
| Materials and equipment                           | - 1,409                               | - 3,819                               |
| Printing and photocopying, stationery and website | - 462                                 | - 350                                 |
| Contribution to camp costs                        | -                                     | -                                     |
| Uniforms and Badges                               | - 1,670                               | - 1,446                               |
| AGM and trustee expenses                          | - 327                                 | -                                     |
| Other costs                                       | - 72                                  | - 25                                  |
| Cleaning  | - 965                                 | - 812                                 |
| Other costs detail 3                              | - 32                                  | - 87                                  |
| <b>Sub total</b>                                  | <b>- 12,915</b>                       | <b>- 38,514</b>                       |
| <b>Fundraising expenses</b>                       |                                       |                                       |
| Major Activities                                  | - 1,876                               | - 2,604                               |
| Camps   | - 11,633                              | - 6,763                               |
| Core Fundraising                                  | - 3,141                               | - 1,136                               |
| Member led Fundraising                            | -                                     | -                                     |
| Other fundraising costs                           | -                                     | -                                     |
| <b>Sub total</b>                                  | <b>- 16,650</b>                       | <b>- 10,503</b>                       |
| <b>Total Gross Expenditure</b>                    | <b>- 29,564</b>                       | <b>- 49,017</b>                       |
| <b>Asset and investment purchases, etc.</b>       | -                                     | -                                     |
| <b>Total payments</b>                             | <b>- 29,564</b>                       | <b>- 49,017</b>                       |
| Check   | -                                     |                                       |
| <b>Net of receipts/(payments)</b>                 | <b>4,726</b>                          | <b>- 677</b>                          |
| <b>Cash funds last year end</b>                   | <b>40,268</b>                         | <b>40,945</b>                         |
| <b>Cash funds this year end</b>                   | <b>44,993</b>                         | <b>40,268</b>                         |

Check

# 3rd Newbury Scout Group

## Receipts and payments account

|                   |                 |    |               |
|-------------------|-----------------|----|---------------|
|                   | Year start date |    | Year end date |
| For the year from | 01/04/2023      | To | 31/03/2024    |

### Statement of assets and liabilities at the end of the year

|   | 31st March 2024<br>Unrestricted funds<br>£ | 31st March 2023<br>Unrestricted funds<br>£ |
|---|--|--|
| <b>Cash funds</b>                                   |  |  |
| Bank current account                                | 14,427                                     | 9,196                                      |
| Bank deposit account                                | 29,673                                     | 29,565                                     |
| Building society account                            | 133  | -  |
| The Scout Association Short Term Investment Service | -  | -  |
| Cash/Floats   | 760  | 1,507                                      |
| <b>Total cash funds</b>                             | <b>44,993</b>                              | <b>40,268</b>                              |
| (agree balances with receipts and payments account) | ok   | ok   |
| <b>Other monetary assets</b>                        |  |  |
| Tax claim   | -  | -  |
| Debts due from the County/Area/District/Group       | -  | -  |
| Insurance claim                                     | -  | -  |
| <b>Sub total</b>                                    | <b>-</b>                                   | <b>-</b>                                   |
| <b>Investment assets</b>                            |  |  |
| Investment property - detail                        | -  | -  |
| Quoted investments                                  | -  | -  |
| Other investments - detail                          | -  | -  |
| <b>Sub total</b>                                    | <b>-</b>                                   | <b>-</b>                                   |
| <b>Non monetary assets for charity's own use</b>    |  |  |
| Badge stock   | 1,099                                      | 1,027                                      |
| Shop stock  | -  | -  |
| Other stock   | -  | -  |
| Land and buildings                                  | 197,326                                    | 200,230                                    |
| Motor vehicles                                      | -  | -  |
| Scouting equipment, furniture etc                   | 2,184                                      | 2,333                                      |
| Other   | -  | -  |
| <b>Sub total</b>                                    | <b>200,609</b>                             | <b>203,590</b>                             |
| <b>Liabilities</b>                                  |  |  |
| Accounts not yet paid                               | -  | -  |
| Expenses incurred but not invoiced                  | -  | -  |
| Subscriptions not yet paid                          | -  | -  |
| Loan - detail                                       | -  | -  |
| Other liabilities                                   | -  | -  |
| <b>Sub total</b>                                    | <b>-</b>                                   | <b>-</b>                                   |
| <b>Total net assets</b>                             | <b>245,602</b>                             | <b>243,857</b>                             |

The above receipts and payments account and statement of assets and liabilities were approved by the Trustees on 17th May 2024 and signed on their behalf by

Signature

Print Name

|                        |
|------------------------|
| Jan Large - Chair      |
| Tom Seward - Treasurer |



## independent examiner's report to the trustees of 3<sup>rd</sup> Newbury Scout Group Scout Council

I report to the trustees on my examination of the accounts of the 3<sup>rd</sup> Newbury Scout Group for the year ended 31<sup>st</sup> March 2024

### Responsibilities and basis of report

As the charity trustees of the 3<sup>rd</sup> Newbury Scout Group 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 3<sup>rd</sup> Newbury Scout Group 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 3<sup>rd</sup> Newbury Scout Group 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: Mr Peter Dann

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

Address: Copse Hill, Fishers Lane, Cold Ash, RG18 9NG

Date:

28-4-2024

**3RD NEWBURY SCOUT GROUP**

England & Wales - Charity number 1091193

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# Accounts

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# Trustees' Annual Report

For the period

From (start date) 

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

 to end date 

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

**Section A Reference and administration details**

Charity name 

|                         |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|-------------------------|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|
| 3rd Newbury Scout Group |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|-------------------------|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|

Other names the charity is known by 

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|

Registered charity number (if any) 

|   |   |   |   |   |   |   |
|---|---|---|---|---|---|---|
| 1 | 0 | 9 | 1 | 1 | 9 | 3 |
|---|---|---|---|---|---|---|

HQ registration number 

|   |   |   |   |   |   |   |   |
|---|---|---|---|---|---|---|---|
| 1 | 0 | 0 | 1 | 1 | 3 | 3 | 9 |
|---|---|---|---|---|---|---|---|

Charity's principal address 

|              |  |  |  |  |  |  |  |  |  |  |  |  |  |  |   |   |   |   |   |   |   |  |  |  |  |  |  |  |  |
|--------------|--|--|--|--|--|--|--|--|--|--|--|--|--|--|---|---|---|---|---|---|---|--|--|--|--|--|--|--|--|
| Scout Hut    |  |  |  |  |  |  |  |  |  |  |  |  |  |  |   |   |   |   |   |   |   |  |  |  |  |  |  |  |  |
| Poplar Place |  |  |  |  |  |  |  |  |  |  |  |  |  |  |   |   |   |   |   |   |   |  |  |  |  |  |  |  |  |
| Newbury      |  |  |  |  |  |  |  |  |  |  |  |  |  |  |   |   |   |   |   |   |   |  |  |  |  |  |  |  |  |
| Postcode     |  |  |  |  |  |  |  |  |  |  |  |  |  |  | R | G | 1 | 4 | 1 | N | A |  |  |  |  |  |  |  |  |

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  | Jan Large         | Chairman              | 01/04/22 - 31/03/23               |
| 2  | Tom Seward        | Treasurer             | 01/04/22 - 31/03/23               |
| 3  | Laura Iaschi      | Secretary             | 01/04/22 - 31/03/23               |
| 4  | Amanda Batehup    | GSL                   | 01/04/22 - 31/03/23               |
| 5  | Andy Barr         | AGSL                  | 01/04/22 - 31/03/23               |
| 6  | Nicholas March    | AGSL                  | 01/04/22 - 31/03/23               |
| 7  | Michael Bailey    | Parent Representative | 01/04/22 - 31/03/23               |
| 8  | Sarah Barr        | Parent Representative | 01/04/22 - 31/03/23               |
| 9  | Claire Green      | Parent Representative | 01/04/22 - 10/07/22               |
| 10 | Michael O'Donnell | Parent Representative | 10/07/22 - 31/03/23               |
| 11 | Sarah Corsham     | Beaver Leader         | 10/07/22 - 31/03/23               |
| 12 | Alison Cutts      | Scout Leader          | 10/07/22 - 31/03/23               |
| 13 |                   |                       |                                   |
| 14 |                   |                       |                                   |
| 15 |                   |                       |                                   |
| 16 |                   |                       |                                   |
| 17 |                   |                       |                                   |
| 18 |                   |                       |                                   |
| 19 |                   |                       |                                   |
| 20 |                   |                       |                                   |

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

| Type of advisor      | Name                       | Address  |
|----------------------|----------------------------|--|
| Bank                 | Barclays                   | 23-26 Park Way Newbury RG14 1AY                      |
| Solicitor            | S. Durrant, Gardner Leader | 20-24 Market Place Newbury RG14 5BA                  |
| Independent Examiner | P. Dann                    | Copse Hill, Fishers Lane Cold Ash Thatcham, RG18 9NG |

**Section B****Structure, governance and management**

Description of the charity's trusts

Type of governing document

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.

(e.g. trust deed, constitution)

How the charity is constituted

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

(e.g. trust, association, company)

Trustee selection methods

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

(e.g. appointed by, elected by)

Additional governance issues (optional information but encouraged as best practice)

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

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.

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 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 2 months.

Members of the Executive Committee complete '*Essential Information for Executive Committee, Trustee Induction, Safety, Safeguarding, and GDPR*' 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.

**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. Historic lockdowns due to Covid-19 have presented challenges and we have suffered a reduction in the number of leaders. However, in the past year new leaders have been brought on board and our remaining leaders are working hard to offer a complete programme to all members. If leader numbers reduce 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 as has been seen with the Scout sections.

Reduction or loss of members. The Group provides activities for all young people aged 6 to 14. 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.

The group has in place systems of internal controls that are designed to provide reasonable assurance against material mismanagement or loss, these include 2 signatories for all payments and a comprehensive insurance policies to ensure that insurable risks are covered.

| Section C   | Objectives and activities   |
|---|---|
| <p>Summary of the objects of the charity set out in its governing document</p>  | <p><b>The Purpose of Scouting</b><br/>Scouting exists to actively engage and support young people in their personal development, empowering them to make a positive contribution to society.</p> <p><b>The Values of Scouting</b><br/>As Scouts we are guided by these values:<br/> <b>Integrity</b> - We act with integrity; we are honest, trustworthy and loyal.<br/> <b>Respect</b> - We have self-respect and respect for others.<br/> <b>Care</b> - We support others and take care of the world in which we live.<br/> <b>Belief</b> - We explore our faiths, beliefs and attitudes.<br/> <b>Co-operation</b> - We make a positive difference; we co-operate with others and make friends.</p> <p><b>The Scout Method</b><br/>Scouting takes place when young people, in partnership with adults, work together based on the values of Scouting and:<br/> - enjoy what they are doing and have fun<br/> - take part in activities indoors and outdoors<br/> - learn by doing<br/> - share in spiritual reflection<br/> - take responsibility and make choices<br/> - undertake new and challenging activities<br/> - make and live by their Promise.</p> |
| <p>Summary of the main activities in relation to these objects</p>  | <p>This year has seen the first full year of normality after the restrictions imposed by the pandemic. This has been a welcome change to all members of the Group and our sections are once again participating in activities such as camping, watersports and inter-group competitions. Despite this, it has been a challenging year in some respects as our leader numbers remain lower than those before the pandemic. However, our leaders have worked hard to run an engaging, active and safe programme. This has taken a lot of imagination and determination and we are fortunate to have had such a loyal and committed team of leaders and helpers. We have recruited a few new members to the leadership team so the future looks encouraging.</p>   |
| <p>Additional details of the objectives and activities (optional information but encouraged as best practice)</p>   |   |
| <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>• contribution made by volunteers;</li> <li>• policy on investments.</li> </ul> | <p>3rd Newbury Scout Group has been fortunate to also have a steadfast band of volunteers, including but not exclusively in the Group Executive. They have supported the group throughout this difficult year. We are also very grateful to our young members and their parents for their loyalty and generosity. The group has also been fortunate to receive many donations in the form of workplace fundraising schemes so particular thanks goes out to those individuals who have set this up for us. Thereofre, despite the challneging economic environment, we remain on a firm financial footing.</p>  |

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

This year our leaders rose to the challenge of returning to traditional scouting.

Our beavers achieved an amazing 15 Chief Scout Bronze badges! They have done lots of exciting activities from archery to Scottish dancing to coding and indoor bowls. Our Chandos Colony has welcomed one new leader and one new young leader, both of whom are enjoying themselves and delivering an exciting programme.

Our Cubs have been extremely active over the year building their map and compass skills whilst on hikes and getting on their bikes for the cycling badge. They have also been learning about global issues, digital skills and personal safety. There were a fantastic 7 Chief Scout Silver Awards handed out.

The Scouts have continued to engage in an exciting programme from trying sailing, athletics and competing in district incident hikes and getting back to camping. There were 4 Chief Scout Gold Awards handed out.

Finally, over 150 of our members and their families attended our family camp which returned for the first time since the pandemic. This was an amazing success and everyone is looking forward to the next one.

## 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 £8k.

However this year we are holding more in reserves as we did not need the extra reserves we held last year for Covid as we had generous government grants. Additionally, we will likely need to continue to spend on the maintenance of the den after extreme weather conditions and the replacement of equipment as we return to more traditional activities. Unfortunately, in the past year, the den has experienced two damaging events, therefore, whilst we do have insurance in place to cover major works required, we are making sure we are well positioned for any additional or unforeseen costs.

Quantify and explain any designations

There will be capitation of £6.5k to come out early April 2023 . We hold Badge stock of £1,027. The den & outdoor space continues to be written down over 75 years and is currently showing on the books at a value of £200,230.

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

None to our knowledge

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;

Our principle source of funding is our member's subscriptions. We did see a 15% reduction over the pandemic but over the past 12 months this has started to climb back to normal levels. We also use fundrasing as a means to top up our income and support purchases of new equipment and unique activities. This year we were able to field a normal programme of fundraising events, which has meant a significant increase in the funds raised

Having our own den and a long lease has enabled us to continue scouting this year and maintain a healthy bank balance. We have funds in place to do any necessary maintenance to ensure we are fully equipped to return to face to face scouting. The Group Executive regularly monitors the levels of bank balances to ensure we get maximum value from our banking arrangements.

**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**



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

The Group is looking forward to the year ahead and providing an engaging programme for all members. We have funds to invest in equipment and training and are working hard to find and train new section leaders and to continue to support our exisiting volunteers, all of whom have worked so hard during such difficult times. We are lucky to have such a loyal and caring team.

**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)                   | Jan Large  | Tom Seward  |
| Position (eg Secretary, Chair) | Chairman   | Treasurer   |
| Date                           | 2 8 0 4 2 3  |   |

# 3rd Newbury Scout Group

## Receipts and payments account

|                   |                 |    |               |
|-------------------|-----------------|----|---------------|
|                   | Year start date |    | Year end date |
| For the year from | 01/04/2022      | To | 31/03/2023    |

### Receipts and payments

|  | 2022/23<br>Unrestricted<br>funds<br>£ | 2021/22<br>Unrestricted<br>funds<br>£ |
|--|---------------------------------------|---------------------------------------|
| <b>Receipts</b>  |                                       |                                       |
| <b>Donations, legacies and similar income</b>                    |                                       |                                       |
| Membership subscriptions   | 11,790                                | 10,951                                |
| Membership subscriptions paid on (National/County/Area/District) | - 6,407                               | - 6,413                               |
|  | 5,382                                 | 4,538                                 |
| Donations  | 2,715                                 | 171                                   |
| Legacies   | -                                     | -                                     |
| Gift Aid   | 2,355                                 | 2,652                                 |
| Other similar income   | 863                                   | 4                                     |
| Refunds  | -                                     | 184                                   |
| <b>Sub total</b>   | <b>11,315</b>                         | <b>7,549</b>                          |
| <b>Grants</b>  |                                       |                                       |
| Covid Grants   | -                                     | 10,667                                |
| Other grants   | -                                     | 5,670                                 |
| <b>Sub total</b>   | <b>-</b>                              | <b>16,337</b>                         |
| <b>Fundraising events (gross)</b>                                |                                       |                                       |
| Major Activities   | 2,051                                 | 1,012                                 |
| Camps  | 6,631                                 | 2,985                                 |
| Core Fundraising   | 4,033                                 | 1,738                                 |
| Uniforms and Badges  | 842                                   | 870                                   |
| Member led Fundraising   | -                                     | -                                     |
| <b>Sub total</b>   | <b>13,557</b>                         | <b>6,605</b>                          |
| <b>Scout hut income</b>  |                                       |                                       |
| Hire of building   | -                                     | -                                     |
| Hire of equipment  | -                                     | -                                     |
| Other Scout hut income   | -                                     | -                                     |
| <b>Sub total</b>   | <b>-</b>                              | <b>-</b>                              |
| <b>Investment income</b>   |                                       |                                       |
| Bank interest  | 59                                    | 2                                     |
| Building Society interest  | -                                     | -                                     |
| The Scout Association Short Term Investment Service              | -                                     | -                                     |
| Other investment income  | 23,410                                | -                                     |
| <b>Sub total</b>   | <b>23,468</b>                         | <b>2</b>                              |
| <b>Total Gross Income</b>  | <b>48,340</b>                         | <b>30,493</b>                         |
| <b>Asset and investment sales, etc.</b>                          | -                                     | -                                     |
| <b>Total receipts</b>  | <b>48,340</b>                         | <b>30,493</b>                         |
| check  | -                                     |                                       |

# 3rd Newbury Scout Group

## Receipts and payments account

Year start date

Year end date

|                   |            |    |            |
|-------------------|------------|----|------------|
| For the year from | 01/04/2022 | To | 31/03/2023 |
|-------------------|------------|----|------------|

### Receipts and payments

|   | 2022/23<br>Unrestricted<br>funds<br>£ | 2021/22<br>Unrestricted<br>funds<br>£ |
|---|---------------------------------------|---------------------------------------|
| <b>Payments</b>                                   |                                       |                                       |
| <b>Charitable Payments</b>                        |                                       |                                       |
| Youth programme activities                        | - 943                                 | - 839                                 |
| Adult support and training                        | - 84                                  | -                                     |
| Rent  | - 630                                 | -                                     |
| Water and Sewerage                                | - 91                                  | - 168                                 |
| Electricity and Gas                               | - 966                                 | - 824                                 |
| Insurance   | - 25,732                              | - 2,579                               |
| Repairs and Renewals                              | - 3,529                               | - 15,104                              |
| Materials and equipment                           | - 3,819                               | - 561                                 |
| Printing and photocopying, stationery and website | - 350                                 | - 354                                 |
| Contribution to camp costs                        | -                                     | -                                     |
| Uniforms and Badges                               | - 1,446                               | - 1,835                               |
| AGM and trustee expenses                          | -                                     | - 551                                 |
| Other costs                                       | - 25                                  | -                                     |
| Cleaning  | - 812                                 | - 436                                 |
| Other costs detail 3                              | - 87                                  | -                                     |
| <b>Sub total</b>                                  | <b>- 38,514</b>                       | <b>- 23,252</b>                       |
| <b>Fundraising expenses</b>                       |                                       |                                       |
| Major Activities                                  | - 2,604                               | - 1,047                               |
| Camps   | - 6,763                               | - 943                                 |
| Core Fundraising                                  | - 1,136                               | - 282                                 |
| Member led Fundraising                            | -                                     | -                                     |
| Other fundraising costs                           | -                                     | -                                     |
| <b>Sub total</b>                                  | <b>- 10,503</b>                       | <b>- 2,272</b>                        |
| <b>Total Gross Expenditure</b>                    | <b>- 49,017</b>                       | <b>- 25,523</b>                       |
| <b>Asset and investment purchases, etc.</b>       | -                                     | -                                     |
| <b>Total payments</b>                             | <b>- 49,017</b>                       | <b>- 25,523</b>                       |
| Check   | -                                     | 0                                     |
| <b>Net of receipts/(payments)</b>                 | <b>- 677</b>                          | <b>4,969</b>                          |
| <b>Cash funds last year end</b>                   | <b>40,945</b>                         | <b>35,975</b>                         |
| <b>Cash funds this year end</b>                   | <b>40,268</b>                         | <b>40,945</b>                         |
| Check   | -                                     | 0                                     |

# 3rd Newbury Scout Group

## Receipts and payments account

|                   |                 |    |               |
|-------------------|-----------------|----|---------------|
|                   | Year start date |    | Year end date |
| For the year from | 01/04/2022      | To | 31/03/2023    |

### Statement of assets and liabilities at the end of the year

|   | 31st March 2023<br>Unrestricted funds<br>£ | 31st March 2022<br>Unrestricted funds<br>£ |
|---|--|--|
| <b>Cash funds</b>                                   |  |  |
| Bank current account                                | 9,196                                      | 17,444                                     |
| Bank deposit account                                | 29,565                                     | 22,461                                     |
| Building society account                            | -  | -  |
| The Scout Association Short Term Investment Service | -  | -  |
| Cash/Floats   | 1,507                                      | 1,039                                      |
| <b>Total cash funds</b>                             | <b>40,268</b>                              | <b>40,945</b>                              |
| (agree balances with receipts and payments account) | ok   | ok   |
| <b>Other monetary assets</b>                        |  |  |
| Tax claim   | -  | -  |
| Debts due from the County/Area/District/Group       | -  | -  |
| Insurance claim                                     | -  | -  |
| <b>Sub total</b>                                    | <b>-</b>                                   | <b>-</b>                                   |
| <b>Investment assets</b>                            |  |  |
| Investment property - detail                        | -  | -  |
| Quoted investments                                  | -  | -  |
| Other investments - detail                          | -  | -  |
| <b>Sub total</b>                                    | <b>-</b>                                   | <b>-</b>                                   |
| <b>Non monetary assets for charity's own use</b>    |  |  |
| Badge stock   | 1,027                                      | 1,152                                      |
| Shop stock  | -  | -  |
| Other stock   | -  | -  |
| Land and buildings                                  | 200,230                                    | 203,133                                    |
| Motor vehicles                                      | -  | -  |
| Scouting equipment, furniture etc                   | 2,333                                      | 584  |
| Other   | -  | -  |
| <b>Sub total</b>                                    | <b>203,590</b>                             | <b>204,869</b>                             |
| <b>Liabilities</b>                                  |  |  |
| Accounts not yet paid                               | -  | -  |
| Expenses incurred but not invoiced                  | -  | -  |
| Subscriptions not yet paid                          | -  | -  |
| Loan - detail                                       | -  | -  |
| Other liabilities                                   | -  | -  |
| <b>Sub total</b>                                    | <b>-</b>                                   | <b>-</b>                                   |
| <b>Total net assets</b>                             | <b>243,857</b>                             | <b>245,814</b>                             |

The above receipts and payments account and statement of assets and liabilities were approved by the Trustees on 28th April 2023 and signed on their behalf by

Signature

*Jan Large*

*Tom Seward*

Print Name

Jan Large - Chair

Tom Seward - Treasurer

## Independent examiner's report to the trustees of 3<sup>rd</sup> Newbury Scout Group Scout Council

I report to the trustees on my examination of the accounts of the 3<sup>rd</sup> Newbury Scout Group for the year ended 31<sup>st</sup> March 2023

### Responsibilities and basis of report

As the charity trustees of the 3<sup>rd</sup> Newbury Scout Group 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 3<sup>rd</sup> Newbury Scout Group 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 3<sup>rd</sup> Newbury Scout Group 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: Mr Peter Dann

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

Address: Copse Hill, Fishers Lane, Cold Ash, RG18 9NG

Date:

23 April 2023

**3RD NEWBURY SCOUT GROUP**

England & Wales - Charity number 1091193

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# Accounts

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# Trustees' Annual Report

For the period

From (start date)

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

to end date

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

## Section A

## Reference and administration details

Charity name

3rd Newbury Scout Group

Other names the charity is known by

|  |
|--|
|  |
|--|

Registered charity number (if any)

|   |   |   |   |   |   |   |
|---|---|---|---|---|---|---|
| 1 | 0 | 9 | 1 | 1 | 9 | 3 |
|---|---|---|---|---|---|---|

HQ registration number

|   |   |   |   |   |   |   |   |
|---|---|---|---|---|---|---|---|
| 1 | 0 | 0 | 1 | 1 | 3 | 3 | 9 |
|---|---|---|---|---|---|---|---|

Charity's principal address

|              |  |   |   |   |   |      |
|--------------|--|---|---|---|---|------|
| Scout Hut    |  |   |   |   |   |      |
| Poplar Place |  |   |   |   |   |      |
| Newbury      |  |   |   |   |   |      |
| Postcode     |  | R | G | 1 | 4 | 1N A |

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  | Mark Taylor      | Chairman              | 01/04/21 - 07/05/21               |
| 2  | Jan Large        | Chairman              | 07/05/21 - 31/03/22               |
| 3  | Jan Large        | Treasurer             | 01/04/21 - 07/05/21               |
| 4  | Tom Seward       | Treasurer             | 07/05/21 - 31/03/22               |
| 5  | Laura laschi     | Secretary             |                                   |
| 6  | Pete Jeffreys    | Acting GSL            | 01/04/21 - 11/06/21               |
| 7  | Amanda Batehup   | GSL                   | 11/06/21 - 31/03/22               |
| 8  | Tom Seward       | AGSL                  | 01/04/21 - 07/05/21               |
| 9  | Andy Barr        | AGSL                  | 11/06/21 - 31/03/22               |
| 10 | Nicholas March   | AGSL                  | 11/06/21 - 31/03/22               |
| 11 | David Elliott    | Co-opted              | 01/04/21 - 04/07/21               |
| 12 | David Elliott    | Group President       | 04/07/21 - 22/07/21               |
| 13 | Adam Elliott     | Scout Leader          | 01/04/21 - 31/07/21               |
| 14 | Elsa Charrua     | Cub Leader Chandos    |                                   |
| 15 | Jason Cutts      | Cub Leader Dolman     | 01/04/21 - 02/04/21               |
| 16 | Michelle Elliott | Beaver Leader Chandos | 01/04/21 - 31/07/21               |
| 17 | Amanda Batehup   | Beaver Leader Dolman  | 01/04/21 - 11/06/21               |
| 18 | Claire Green     | Parent Representative |                                   |
| 19 | Michael Bailey   | Parent Representative |                                   |
| 20 | Sarah Barr       | Parent Representative |                                   |

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

| Type of advisor      | Name                       | Address   |
|----------------------|----------------------------|---|
| Bank                 | Barclays                   | 23-26 Park Way Newbury RG14 1AY                         |
| Solicitor            | S. Durrant, Gardner Leader | 20-24 Market Place Newbury RG14 5BA                     |
| Independent Examiner | P. Dann                    | Copse Hill, Fishers Lane Cold Ash<br>Thatcham, RG18 9NG |

**Section B****Structure, governance and management**

Description of the charity's trusts

Type of governing document

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.

(e.g. trust deed, constitution)

How the charity is constituted

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

(e.g. trust, association, company)

Trustee selection methods

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

(e.g. appointed by, elected by)

Additional governance issues (optional information but encouraged as best practice)

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

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.

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 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 2 months.

Members of the Executive Committee complete '*Essential Information for Executive Committee, Trustee Induction, Safety, Safeguarding, and GDPR*' 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.

**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. Lockdowns due to Covid-19 have presented challenges and we have suffered a reduction in the number of leaders. However plans are in place to bring new leaders on board and our remaining leaders are working hard to offer a complete programme to all members. If leader numbers reduce 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 as has been seen with the Scout sections.

Reduction or loss of members. The Group provides activities for all young people aged 6 to 14. 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. We have seen some reduction in numbers with COVID but we also have healthy waiting lists.

The group has in place systems of internal controls that are designed to provide reasonable assurance against material mismanagement or loss, these include 2 signatories for all payments and a comprehensive insurance policies to ensure that insurable risks are covered.

| Section C   | Objectives and activities   |
|---|---|
| Summary of the objects of the charity set out in its governing document   | <p><b>The Purpose of Scouting</b><br/>Scouting exists to actively engage and support young people in their personal development, empowering them to make a positive contribution to society.</p> <p><b>The Values of Scouting</b><br/>As Scouts we are guided by these values:<br/> <b>Integrity</b> - We act with integrity; we are honest, trustworthy and loyal.<br/> <b>Respect</b> - We have self-respect and respect for others.<br/> <b>Care</b> - We support others and take care of the world in which we live.<br/> <b>Belief</b> - We explore our faiths, beliefs and attitudes.<br/> <b>Co-operation</b> - We make a positive difference; we co-operate with others and make friends.</p> <p><b>The Scout Method</b><br/>Scouting takes place when young people, in partnership with adults, work together based on the values of Scouting and:<br/> - enjoy what they are doing and have fun<br/> - take part in activities indoors and outdoors<br/> - learn by doing<br/> - share in spiritual reflection<br/> - take responsibility and make choices<br/> - undertake new and challenging activities<br/> - make and live by their Promise.</p> |
| Summary of the main activities in relation to these objects   | <p>This year has seen the group return to something like normality with many of the restrictions placed during lockdown periods being lifted over the course of the year. Whilst this has been a welcome change to all members of the Group, it has been a challenging year and our leaders have worked hard to return to an engaging, active and safe programme. This has taken a lot of imagination and determination and we are fortunate to have had such a loyal and committed team of leaders and helpers. We have lost some of the leadership team and are working hard to replace them, whilst at the same time continuing to offer a varied programme</p>  |
| Additional details of the objectives and activities (optional information but encouraged as best practice)  |   |
| <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>• contribution made by volunteers;</li> <li>• policy on investments.</li> </ul> | <p>3rd Newbury Scout Group has been fortunate to also have a steadfast band of volunteers, including but not exclusively in the Group Executive. They have supported the group throughout this difficult year. We are also very grateful to our young members and their parents for their loyalty and generosity. The group has also been fortunate to receive many grants from the government via the local council. All together this means that we are on a firm financial footing.</p>  |
| Public benefit statement  | <p>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.</p>   |

**Section D****Achievements and performance**

Summary of the main achievements of the charity during the year

This year our leaders rose to the challenge of returning to traditional scouting whilst contending with the additional risks and challenges that the pandemic has brought.

Our beavers achieved an amazing 12 Chief Scout Bronze badges. They have done lots of exciting activities from survival hikes and den building to crafts and team games. Our Chandos Colony has welcomed one new leader and one new young leader, both of whom are enjoying themselves and delivering an exciting programme.

Our Cubs have been extremely active over the year going pottery painting, learning map and compass skills whilst on hikes and pioneering. They have also been building up their skill sets through learning about money, coding and road safety. There were a fantastic 10 Chief Scout Silver Awards handed out.

In September our Chandos and Dolman Troops merged into one "Shaw" Troop due to the loss of four leaders. Despite this, the Scouts have continued to engage in an exciting programme from trying Scuba Diving, Indoor Bowls as well as going on their first camp since the start of the pandemic. There were 7 Chief Scout Gold Awards handed out.

**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 £7k.

However this year we are holding more in reserves as we did not need the extra reserves we held last year for Covid as we had generous government grants. Additionally, we will likely need to continue to spend on the maintenance of the den after the escape of foul water that occurred in April 2022. We do have insurance in place to cover the major works required however, we are making sure we are well positioned for any additional costs.

Quantify and explain any designations

There will be capitation of £6.4k to come out early April 2022 . We hold Badge stock of £1152, and the den continues to be written down over 75 years and is currently showing on the books at a value of £195,597. In addition, the new concrete paths that have been constructed at the rear of the den have been capitalised at a value of £7,537 and will be depreciated in line with the life of the den.

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

None to our knowledge

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);

Our principle source of funding is our member's subscriptions. We have lost some subscriptions but overall have been generously supported by the parents. However this year we have also been fortunate to receive government grants during lockdown. We also use fundraising as a means to top up our income and support purchases of new equipment and unique activities. Covid restrictions have meant little to none such fundraising has been performed in the past couple of years but we are hoping to return to normality in the next financial year.

- how expenditure has supported the key objectives of the charity;

Having our own den and a long lease has enabled us to continue scouting this year and maintain a healthy bank balance. We have funds in place to do any necessary maintenance to ensure we are fully equipped to return to face to face scouting. The Group Executive regularly monitors the levels of bank balances to ensure we get maximum value from our banking arrangements.

- investment policy and objectives;

**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**



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

The Group is looking forward to the year ahead and providing an engaging programme for all members. We have funds to invest in equipment and training and are working hard to find and train new section leaders and to continue to support our existing volunteers, all of whom have worked so hard during such difficult times. We are lucky to have such a loyal and caring team.

**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)                   | Jan Large   | Tom Seward   |
| Position (eg Secretary, Chair) | Chairman  | Treasurer  |
| Date                           | 2 3 0 6 2 1   |  |

# 3rd Newbury Sco Receipts and payme

For the year  
from

## Receipts and payments

### Receipts

|  |
|--|
| <b>Donations, legacies and similar income</b>                    |
| Membership subscriptions   |
| Membership subscriptions paid on (National/County/Area/District) |
|  |
| Donations  |
| Legacies   |
| Gift Aid   |
| Other similar income   |
| Refunds  |

**Sub total**

|               |
|---------------|
| <b>Grants</b> |
| Covid Grants  |
| Other grants  |

**Sub total**

|                                   |
|-----------------------------------|
| <b>Fundraising events (gross)</b> |
| Major Activities                  |
| Camps                             |
| Core Fundraising                  |
| Uniforms and Badges               |
| Member led Fundraising            |

**Sub total**

|                         |
|-------------------------|
| <b>Scout hut income</b> |
| Hire of building        |
| Hire of equipment       |
| Other Scout hut income  |

**Sub total**

|   |
|---|
| <b>Investment income</b>                            |
| Bank interest                                       |
| Building Society interest                           |
| The Scout Association Short Term Investment Service |
| Other investment income                             |

**Sub total**

**Total Gross Income**

**Asset and investment sales, etc.**

**Total receipts**

check

# 3rd Newbury Sco Receipts and payme

For the year  
from

## Receipts and payments

### Payments

| <b>Charitable Payments</b>                        |
|---|
| Youth programme activities                        |
| Adult support and training                        |
| Rent  |
| Water and Sewerage                                |
| Electricity and Gas                               |
| Insurance   |
| Repairs and Renewals                              |
| Materials and equipment                           |
| Printing and photocopying, stationery and website |
| Contribution to camp costs                        |
| Uniforms and Badges                               |
| AGM and trustee expenses                          |
| Other costs                                       |
| Cleaning  |
| Other costs detail 3                              |

**Sub total**

| <b>Fundraising expenses</b> |
|-----------------------------|
| Major Activities            |
| Camps                       |
| Core Fundraising            |
| Member led Fundraising      |
| Other fundraising costs     |

**Sub total**

***Total Gross Expenditure***

**Asset and investment purchases, etc.** |

***Total payments*** |

Check

***Net of receipts/(payments)***

**Cash funds last year end**

***Cash funds this year end***

Check

# 3rd Newbury Scout Receipts and payments

For the year  
from

## Statement of assets and liabilities at the end

|   |
|---|
| <b>Cash funds</b>                                   |
| Bank current account                                |
| Bank deposit account                                |
| Building society account                            |
| The Scout Association Short Term Investment Service |
| Cash/Floats   |

**Total cash funds**

(agree balances with receipts and payments account)

|   |
|---|
| <b>Other monetary assets</b>                  |
| Tax claim                                     |
| Debts due from the County/Area/District/Group |
| Insurance claim                               |

**Sub total**

|                              |
|------------------------------|
| <b>Investment assets</b>     |
| Investment property - detail |
| Quoted investments           |
| Other investments - detail   |

**Sub total**

|  |
|--|
| <b>Non monetary assets for charity's own use</b> |
| Badge stock                                      |
| Shop stock                                       |
| Other stock                                      |
| Land and buildings                               |
| Motor vehicles                                   |
| Scouting equipment, furniture etc                |
| Other  |

**Sub total**

|                                    |
|------------------------------------|
| <b>Liabilities</b>                 |
| Accounts not yet paid              |
| Expenses incurred but not invoiced |
| Subscriptions not yet paid         |
| Loan - detail                      |
| Other liabilities                  |

**Sub total**

|                         |
|-------------------------|
| <b>Total net assets</b> |
|-------------------------|

**The above receipts and payments account and statement of assets**

Signature

|  |
|--|
|  |
|  |

# out Group ents account

Year start date

Year end date

|                   |           |                   |
|-------------------|-----------|-------------------|
| <b>04/01/2021</b> | <b>To</b> | <b>03/31/2022</b> |
|-------------------|-----------|-------------------|



**2021/22**

**2020/21**

**Unrestricted  
funds**

**Unrestricted funds**

**£**

**£**

|                |
|----------------|
|                |
| <b>10,951</b>  |
| - <b>6,413</b> |
| <b>4,538</b>   |
| <b>171</b>     |
| -              |
| <b>2,652</b>   |
| <b>4</b>       |
| <b>184</b>     |
| <b>7,549</b>   |
|                |
| <b>10,667</b>  |
| <b>5,670</b>   |
| <b>16,337</b>  |
|                |
| <b>1,012</b>   |
| <b>2,985</b>   |
| <b>1,738</b>   |
| <b>870</b>     |
| -              |
| <b>6,605</b>   |
|                |
| -              |
| -              |
| -              |
| <b>-</b>       |
|                |
| <b>2</b>       |
| -              |
| -              |
| -              |
| <b>2</b>       |

|                |
|----------------|
|                |
| <b>11,331</b>  |
| - <b>6,872</b> |
| <b>4,459</b>   |
| <b>170</b>     |
| -              |
| <b>2,948</b>   |
| -              |
| <b>263</b>     |
| <b>7,840</b>   |
|                |
| <b>20,241</b>  |
| -              |
| <b>20,241</b>  |
|                |
| -              |
| <b>240</b>     |
| <b>1,057</b>   |
| <b>101</b>     |
| -              |
| <b>1,398</b>   |
|                |
| -              |
| -              |
| -              |
| <b>-</b>       |
|                |
| <b>5</b>       |
| -              |
| -              |
| -              |
| <b>5</b>       |

**30,493**

**29,484**

-

-

**30,493**

**29,484**

-

# out Group ents account

Year start date

Year end date

|                   |           |                   |
|-------------------|-----------|-------------------|
| <b>04/01/2021</b> | <b>To</b> | <b>03/31/2022</b> |
|-------------------|-----------|-------------------|



**2021/22**  
**Unrestricted funds**  
**£**

**2020/21**  
**Unrestricted funds**  
**£**

|   |        |
|---|--------|
|   |        |
| - | 839    |
| - | -      |
| - | -      |
| - | 168    |
| - | 824    |
| - | 2,579  |
| - | 15,104 |
| - | 561    |
| - | 354    |
| - | -      |
| - | 1,835  |
| - | 551    |
| - | -      |
| - | 436    |
| - | -      |
| - | 23,252 |
| - | 1,047  |
| - | 943    |
| - | 282    |
| - | -      |
| - | -      |
| - | 2,272  |

|  |       |
|--|-------|
|  |       |
|  | 253   |
|  | -     |
|  | 659   |
|  | 79    |
|  | 712   |
|  | 1,998 |
|  | 1,713 |
|  | 150   |
|  | 421   |
|  | -     |
|  | 801   |
|  | 31    |
|  | -     |
|  | 190   |
|  | -     |
|  | 7,007 |
|  | 233   |
|  | 8,954 |
|  | -     |
|  | -     |
|  | 9,187 |

**- 25,523**

**16,194**

-

-

**- 25,523**

**16,194**

-

**4,969**

**13,290**

**35,975**

**22,685**

**40,945**

**35,975**

-

# out Group ents account

Year start date

Year end date

|                   |           |                   |
|-------------------|-----------|-------------------|
| <b>04/01/2021</b> | <b>To</b> | <b>03/31/2022</b> |
|-------------------|-----------|-------------------|

## nd of the year

**31st March 2022**

**31st March 2021**

**Unrestricted funds**

**Unrestricted funds**

£

£

|               |
|---------------|
|               |
| 17,444        |
| 22,461        |
| -             |
| -             |
| 1,039         |
| <b>40,945</b> |

|               |
|---------------|
|               |
| 20,519        |
| 15,456        |
| -             |
| -             |
| -             |
| <b>35,975</b> |

ok

ok

|                |
|----------------|
|                |
| -              |
| -              |
| -              |
| -              |
|                |
| -              |
| -              |
| -              |
| -              |
| 1,152          |
| -              |
| -              |
| 203,133        |
| -              |
| 584            |
| -              |
| <b>204,869</b> |
|                |
| -              |
| -              |
| -              |
| -              |
| -              |
| -              |

|                |
|----------------|
|                |
| -              |
| -              |
| -              |
| -              |
|                |
| -              |
| -              |
| -              |
| -              |
| 1,297          |
| -              |
| -              |
| 198,391        |
| -              |
| 558            |
| -              |
| <b>200,246</b> |
|                |
| -              |
| -              |
| -              |
| -              |
| -              |
| -              |

|                |
|----------------|
| <b>245,814</b> |
|----------------|

|                |
|----------------|
| <b>236,221</b> |
|----------------|

**ets and liabilities were approved by the Trustees on**

Print Name

|                        |
|------------------------|
| Jan Large - Chair      |
| Tom Seward - Treasurer |

## Independent examiner's report to the trustees of 3<sup>rd</sup> Newbury Scout Group Scout Council

I report to the trustees on my examination of the accounts of the 3rd Newbury Scout Group for the year ended 31 March 2022.

### Responsibilities and basis of report

As the charity trustees of the 3rd Newbury Scout Group 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 3rd Newbury Scout Group 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 3rd Newbury Scout Group 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: Mr Peter Dann

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

Address: Copse Hill, Fishers Lane, Cold Ash, RG18 9NG

Date: 16 May 2022

**3RD NEWBURY SCOUT GROUP**

England & Wales - Charity number 1091193

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# Accounts

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# 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

3rd Newbury Scout Group

Other names the charity is known by

Registered charity number (if any)

1 0 9 1 1 9 3

HQ registration number

1 0 0 1 1 3 3 9

Charity's principal address

Scout Hut

Poplar Place

Newbury

Postcode R G 1 4 1 N A

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  | Adam Osmond      | Chairman              | 01.04.20 - 20.07.20               |
| 2  | Mark Taylor      | Chairman              | 20.07.20 - 31.03.21               |
| 3  | Laura Iaschi     | Secretary             |                                   |
| 4  | Jan Large        | Treasurer             |                                   |
| 5  | David Elliott    | GSL                   | 01.04.20 - 31.12.20               |
| 6  | David Elliott    | Co-opted              | 05.03.21 - 31.03.21               |
| 7  | Pete Jeffreys    | Acting GSL            | 01.01.21 - 31.03.21               |
| 8  | Tom Seward       | AGSL                  |                                   |
| 9  | Paul Elliott     | Scout Leader Chandos  | 01.04.20 - 25.03.21               |
| 10 | Adam Elliott     | Scout Leader Dolman   |                                   |
| 11 | Nicholas Pass    | Scout Leader Dolman   | 01.04.20 - 20.07.20               |
| 12 | Mark Batehup     | Cub Leader Chandos    | 01.04.20 - 19.04.20               |
| 13 | Elsa Charrua     | Cub Leader Chandos    | 20.04.20 - 31.03.21               |
| 14 | Jason Cutts      | Cub Leader Dolman     |                                   |
| 15 | Michelle Elliott | Beaver Leader Chandos |                                   |
| 16 | Amanda Batehup   | Beaver Leader Dolman  |                                   |

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                             |
|----------------------|----------------------------|-------------------------------------|
| Bank                 | Barclays                   | 23-26 Park Way Newbury RG14 1AY     |
| Solicitor            | S. Durrant, Gardner Leader | 20-24 Market Place Newbury RG14 5BA |
| Independent Examiner | M Herring Jacaranda        | New Road Newbury RG14 7RY           |

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:

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.

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 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 2 months.

Members of the Executive Committee will complete *'Essential Information, Trustee Induction, Safety, Safeguarding, and GDPR 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.

**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.

The Corona Virus has resulted in reduced income from fund raising. However this has been more than compensated by generous Government Grants. The group has also had loyal support from the parents and our subscriptions have not suffered greatly with the lockdown. The group also holds reserves to support activities if required. We also have the option to increase subs in the future as ours are one of the lowest in the District.

Reduction or loss of leaders. The group is totally reliant upon volunteers to run and administer the activities of the group. Lockdown has presented challenges and we have suffered a reduction in the number of leaders. However plans are in place to bring new leaders on board and our remaining leaders are working hard to offer a complete programme to all members. If leader numbers reduced 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.

Reduction or loss of members. The Group provides activities for all young people aged 6 to 14. 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. We have seen some reduction in numbers with COVID but we also have healthy waiting lists.

**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 2 signatories for all payments and a comprehensive insurance policies to ensure that insurable risks are covered.

| Section C | Objectives and activities |
|-----------|---------------------------|
|-----------|---------------------------|

Summary of the objects of the charity set out in its governing document

**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.

Summary of the main activities in relation to these objects

It has been a challenging year and our leaders have worked hard to offer an interesting and inclusive online programme. This has taken a lot of imagination and determination. When possible the sections have met outdoors, following the advice from TSA. The workload has been increased because of the need for extra risk assessments. We are fortunate to have had such a loyal and committed team of leaders and helpers. We have lost some of the leadership team and are working hard to replace them, whilst at the same time continuing to offer a varied programme

Additional details of the objectives and activities (optional information but encouraged as best practice)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- contribution made by volunteers;
- policy on investments.

3rd Newbury Scout Group has been fortunate to also have a steadfast band of volunteers, including but not exclusively in the Group Executive . They have supported the group throughout this difficult year. We are also very grateful to our young members and their parents for their loyalty and generosity. The group has also been fortunate to receive many grants from the government via the local council. All together this means that we are coming out of lockdown on a firm financial footing.

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

This year our leaders rose to the challenge of lockdown scouting . Our beavers achieved an amazing 8 Chief Scout Bronze badges. When possible they met for visits to the Fire Station and survival hikes at Snelsmore Common. Lots of Zoom games : code breakers, bingo duck racing and monster drawing. They had Sleep ins, Bake Offs and helped the community by collecting and distributing hampers. They carved soaps and sent them with encouraging notes to local care homes. Our Cubs also supported the community with backpacks for the homeless via Loose Ends containing essential items. They visited 4 Kingdoms online with Zoom and demonstrated that " Cubs Got Talent" There were 2 Chief Scout Silver Awards handed out. Our scouts have been working on mental health, hiking and ran a pirate themed programme. Quizzes and Camp ins. Remembrance day and the 75th Anniversary of VE Day were celebrated. 148.5 kg of foods were collected, providing 312 meals for the local food bank. Ready Steady Cook , virtual water fights and the fun Friday Night Live. Our members and leaders came together to celebrate scouting in imaginative and innovative ways.

**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 £6K. However this year we are holding more in reserves as we did not need the extra reserves we held last year for Covid as we had generous government grants. We have had to return deposits for camps and activities, we also need to spend on the maintenance of the den in preparation for face to face scouting.

Quantify and explain any designations

We will be spending on repairing and replacing the main doors and outside work . It will also be prudent to hold some reserves until we know the full extent of members who will not return to scouting after lockdown ceases. It is inevitable that there will be some reduction in numbers which has been evidenced by the latest census. There will be capitation of £7K to come out early April 2021 . We hold Badge stock of £1297, and the den continues to be written down over 75 years and is currently showing on the books at a value of £198,391.

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

None to our knowledge

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;

Our principle source of funding is our member's subscriptions. We have lost some subscriptions but overall have been generously supported by the parents. However this year we have also been fortunate to receive government grants during lockdown.

Having our own den and a long lease has enabled us to continue scouting this year and maintain a healthy bank balance. We have funds in place to do any necessary maintenance to ensure we are fully equipped to return to face to face scouting. The Group Executive regularly monitors the levels of bank balances to ensure we get maximum value from our banking arrangements.

**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**

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

3rd Newbury Scout Group is looking forward to returning to more normal scouting and accepts that there will be challenges ahead. We have lost some section leaders and volunteers . However we have funds to invest in equipment and training. We are working hard to find and train new section leaders and to continue to support our existing volunteers , all of whom have worked so hard during such difficult times. We are lucky to have such a loyal and caring team.

**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)                   | Mark Taylor | Jan Large |
| Position (eg Secretary, Chair) | Chair       | Treasurer |
| Date                           | 07/05/21    |           |

# 3rd Newbury Scout Group Receipts and Payments Account

Year start date

Year end date

|                   |          |    |          |
|-------------------|----------|----|----------|
| For the year from | 01.04.20 | To | 31.03.21 |
|-------------------|----------|----|----------|

## Receipts and payments

|  | 2020/21                 |                       |                      | 2019/20          |                  |
|--|-------------------------|-----------------------|----------------------|------------------|------------------|
|  | Unrestricted funds<br>£ | Restricted funds<br>£ | Endowment funds<br>£ | Total funds<br>£ | Total funds<br>£ |
| <b>Receipts</b>  |                         |                       |                      |                  |                  |
| <b>Donations, legacies and similar income</b>  |                         |                       |                      |                  |                  |
| Membership subscriptions   | 11,331                  | -                     | -                    | 11,331           | 13,444           |
| Less: Membership subscriptions paid on<br>(National/County/Area/District) <small>enter figures with a minus sign</small> | - 6,872                 | -                     | -                    | - 6,872          | - 6,783          |
| Net membership subscriptions retained  | 4,459                   | -                     | -                    | 4,459            | 6,661            |
| Donations  | 170                     | -                     | -                    | 170              | 3,200            |
| Legacies   | -                       | -                     | -                    | -                | -                |
| Gift Aid   | 2,948                   | -                     | -                    | 2,948            | 2,976            |
| Trailer Use / Electricity Refund   | 104                     | -                     | -                    | 104              | 52               |
| <b>Sub total</b>   | <b>7,681</b>            | <b>-</b>              | <b>-</b>             | <b>7,681</b>     | <b>12,889</b>    |
| <b>Grants</b>  |                         |                       |                      |                  |                  |
| COVID grants from WBC  | 20,241                  | -                     | -                    | 20,241           | -                |
| WBC Rates Discretionary Rates Relief   | 159                     | -                     | -                    | 159              | 156              |
| <b>Sub total</b>   | <b>20,400</b>           | <b>-</b>              | <b>-</b>             | <b>20,400</b>    | <b>156</b>       |
| <b>Fundraising (gross)</b>   |                         |                       |                      |                  |                  |
| Activities   | -                       | -                     | -                    | -                | 4,634            |
| Camps  | 240                     | -                     | -                    | 240              | 15,919           |
| Uniform, Badges, Section Income  | 101                     | -                     | -                    | 101              | 819              |
| Other fundraising activities   | 1,057                   | -                     | -                    | 1,057            | 4,968            |
| <b>Sub total</b>   | <b>1,398</b>            | <b>-</b>              | <b>-</b>             | <b>1,398</b>     | <b>26,340</b>    |
| <b>Investment income</b>   |                         |                       |                      |                  |                  |
| Bank interest  | 5                       | -                     | -                    | 5                | 18               |
| Building Society interest  | -                       | -                     | -                    | -                | -                |
| The Scout Association Short Term Investment Service  | -                       | -                     | -                    | -                | -                |
| Property Rent income   | -                       | -                     | -                    | -                | -                |
| Other investment income  | -                       | -                     | -                    | -                | -                |
| <b>Sub total</b>   | <b>5</b>                | <b>-</b>              | <b>-</b>             | <b>5</b>         | <b>18</b>        |
| <b>Total Gross Income</b>  | <b>29,484</b>           | <b>-</b>              | <b>-</b>             | <b>29,484</b>    | <b>39,403</b>    |
| <b>Asset and investment sales, etc.</b>  | -                       | -                     | -                    | -                | -                |
| <b>Total receipts</b>  | <b>29,484</b>           | <b>-</b>              | <b>-</b>             | <b>29,484</b>    | <b>39,403</b>    |

# 3rd Newbury Scout Group Receipts and Payments Account

Year start date

Year end date

|                   |          |    |          |
|-------------------|----------|----|----------|
| For the year from | 01.04.20 | To | 31.03.21 |
|-------------------|----------|----|----------|

## Receipts and payments

|   | 2020/21                 |                       |                      | 2019/20          |                  |
|---|-------------------------|-----------------------|----------------------|------------------|------------------|
|   | Unrestricted funds<br>£ | Restricted funds<br>£ | Endowment funds<br>£ | Total funds<br>£ | Total funds<br>£ |
| <b>Payments</b>   |                         |                       |                      |                  |                  |
| <b>Charitable Payments</b>  |                         |                       |                      |                  |                  |
| Youth programme and activities inc Beaver, Cub and scout Activities | 253                     | -                     | -                    | 253              | 899              |
| Adult support and training  | -                       | -                     | -                    | -                | -                |
| Rent and Rates  | 659                     | -                     | -                    | 659              | 409              |
| Water and Sewerage  | 79                      | -                     | -                    | 79               | 94               |
| Electricity and Gas   | 712                     | -                     | -                    | 712              | 1,030            |
| Insurance   | 1,998                   | -                     | -                    | 1,998            | 1,917            |
| Repairs and Renewals  | 1,713                   | -                     | -                    | 1,713            | 11,733           |
| Materials and equipment   | -                       | 150                   | -                    | 150              | 46               |
| Printing and photocopying, stationery and website                   | 421                     | -                     | -                    | 421              | 111              |
| Contribution to camp costs  | -                       | -                     | -                    | -                | -                |
| Uniforms and Badges   | 801                     | -                     | -                    | 801              | 2,016            |
| AGM and trustee expenses  | 31                      | -                     | -                    | 31               | 164              |
| Other costs: Cleaning   | 190                     | -                     | -                    | 190              | 406              |
| Other costs detail 2  | -                       | -                     | -                    | -                | -                |
| Other costs: Donations  | -                       | -                     | -                    | -                | 100              |
| <b>Sub total</b>  | <b>6,857</b>            | <b>150</b>            | <b>-</b>             | <b>7,007</b>     | <b>18,925</b>    |
| <b>Fundraising expenses</b>   |                         |                       |                      |                  |                  |
| Activities  | 233                     | -                     | -                    | 233              | 4,313            |
| Camps   | 8,954                   | -                     | -                    | 8,954            | 17,193           |
| Detail 3  | -                       | -                     | -                    | -                | -                |
| Other fundraising costs   | -                       | -                     | -                    | -                | 758              |
| <b>Sub total</b>  | <b>9,187</b>            | <b>-</b>              | <b>-</b>             | <b>9,187</b>     | <b>22,264</b>    |
| <b>Total Gross Expenditure</b>                                      | <b>16,044</b>           | <b>150</b>            | <b>-</b>             | <b>16,194</b>    | <b>41,189</b>    |
| <b>Asset and investment purchases, etc.</b>                         | -                       | -                     | -                    | -                | -                |
| <b>Total payments</b>   | <b>16,044</b>           | <b>150</b>            | <b>-</b>             | <b>16,194</b>    | <b>41,189</b>    |
| <b>Net of receipts/(payments)</b>                                   | <b>13,440</b>           | <b>- 150</b>          | <b>-</b>             | <b>13,290</b>    | <b>- 1,786</b>   |
| <b>Transfers between funds</b>                                      | -                       | -                     | -                    | -                | -                |
| <b>Cash funds last year end</b>                                     | <b>22,535</b>           | <b>150</b>            | <b>-</b>             | <b>22,685</b>    | <b>24,471</b>    |
| <b>Cash funds this year end</b>                                     | <b>35,975</b>           | <b>-</b>              | <b>-</b>             | <b>35,975</b>    | <b>22,685</b>    |

## Statement of assets and liabilities at the end of the year

|   | 31st March 2021            |                          |                         | 31.03.20         |                  |
|---|----------------------------|--------------------------|-------------------------|------------------|------------------|
|   | Unrestricted<br>funds<br>£ | Restricted<br>funds<br>£ | Endowment<br>funds<br>£ | Total funds<br>£ | Total funds<br>£ |
| <b>Cash funds</b>                                   |                            |                          |                         |                  |                  |
| Bank current account                                | 20,519                     | -                        | -                       | 20,519           | 14,193           |
| Bank deposit account                                | 15,456                     | -                        | -                       | 15,456           | 8,492            |
| Building society account                            | -                          | -                        | -                       | -                | -                |
| The Scout Association Short Term Investment Service | -                          | -                        | -                       | -                | -                |
| Cash/Floats   | -                          | -                        | -                       | -                | -                |
| <b>Total cash funds</b>                             | <b>35,975</b>              | <b>-</b>                 | <b>-</b>                | <b>35,975</b>    | <b>22,685</b>    |
| <b>Other monetary assets</b>                        |                            |                          |                         |                  |                  |
| Tax claim   | -                          | -                        | -                       | -                | -                |
| Debts due from the County/Area/District/Group       | -                          | -                        | -                       | -                | -                |
| Insurance claim                                     | -                          | -                        | -                       | -                | -                |
| <b>Sub total</b>                                    | <b>-</b>                   | <b>-</b>                 | <b>-</b>                | <b>-</b>         | <b>-</b>         |
| <b>Investment assets</b>                            |                            |                          |                         |                  |                  |
| Investment property - detail                        | -                          | -                        | -                       | -                | -                |
| Quoted investments                                  | -                          | -                        | -                       | -                | -                |
| Other investments - detail                          | -                          | -                        | -                       | -                | -                |
| <b>Sub total</b>                                    | <b>-</b>                   | <b>-</b>                 | <b>-</b>                | <b>-</b>         | <b>-</b>         |
| <b>Non monetary assets for charity's own use</b>    |                            |                          |                         |                  |                  |
| Badge stock   | 1,297                      | -                        | -                       | 1,297            | 1,859            |
| Shop stock  | -                          | -                        | -                       | -                | -                |
| Other stock   | -                          | -                        | -                       | -                | -                |
| Land and buildings                                  | 198,391                    | -                        | -                       | 198,391          | 201,185          |
| Motor vehicles                                      | -                          | -                        | -                       | -                | -                |
| Scouting equipment, furniture etc                   | 558                        | -                        | -                       | 558              | 968              |
| Other - trailer                                     | -                          | -                        | -                       | -                | -                |
| <b>Sub total</b>                                    | <b>200,246</b>             | <b>-</b>                 | <b>-</b>                | <b>200,246</b>   | <b>204,012</b>   |
| <b>Liabilities</b>                                  |                            |                          |                         |                  |                  |
| Accounts not yet paid                               | -                          | -                        | -                       | -                | -                |
| Expenses incurred but not invoiced                  | -                          | -                        | -                       | -                | -                |
| Subscriptions not yet paid                          | -                          | -                        | -                       | -                | -                |
| Loan - detail                                       | -                          | -                        | -                       | -                | -                |
| Other liabilities                                   | -                          | -                        | -                       | -                | -                |
| <b>Sub total</b>                                    | <b>-</b>                   | <b>-</b>                 | <b>-</b>                | <b>-</b>         | <b>-</b>         |

### Contingent liabilities and future obligations

The above receipts and payments account and statement of assets and liabilities were approved by the Trustees on May 7th 2021 (the date of the Executive Committee meeting that approved the accounts) and signed on their behalf by

| Signature | Print Name   |
|-----------|--|
|           | Mark Taylor <span style="float: right;">Chair</span>   |
|           | Jan Large <span style="float: right;">Treasurer</span> |

I report on the accounts of the Group/District/County/Area for the year ended 31 MARCH 2021.....

which comprise the Statement of Financial Activities, the Balance Sheet and related notes set out on pages.....

This report is made solely to the trustees in accordance with Section 145 of the Charities Act 2011. My work has been undertaken so that I might state to the charity's trustees those matters I am required to state to them in an Independent Examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the charity and the charity's trustees for my examination work.

**Respective responsibilities of Trustees and Examiner**

The Group's/District's trustees are responsible for the preparation of the accounts. They consider that an audit is not required for this year (under Section 144 of the Charities Act 2011 (the Charities Act)) and that an independent examination is needed.

It is my responsibility to:

- Examine the accounts (under Section 145 of the Charities Act);
- To follow the procedures laid down in the General Directions given by the Charity Commissioners (under Section 145(5)(b) of the Charities Act); and
- 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 Commissioners. An examination includes a review of the accounting records kept by the Group/District 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 statement below.

**Independent Examiner's statement**

In connection with my examination, no matter has come to my attention (other than that disclosed below \*):

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 Charities Act ;and
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities 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.

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

Name: MRS MARJORIE HERRING.....

Qualification: FCAAT.....

Address: JACARANDA NEW ROAD,  
GREENHAM, NEWBURY BRUSHIRE RG14 7RY.....

Date: 7<sup>th</sup> MAY 2021.....