

Trustees' Annual Report

For the period

From (start date)

0	1	0	4	2	1
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 to end date

3	1	0	3	2	2
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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
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HQ registration number

1	0	0	1	1	3	3	9
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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	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 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.

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 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>The Purpose of Scouting Scouting exists to actively engage and support young people in their personal development, empowering them to make a positive contribution to society.</p> <p>The Values of Scouting As Scouts we are guided by these values: Integrity - We act with integrity; we are honest, trustworthy and loyal. Respect - We have self-respect and respect for others. Care - We support others and take care of the world in which we live. Belief - We explore our faiths, beliefs and attitudes. Co-operation - We make a positive difference; we co-operate with others and make friends.</p> <p>The Scout Method Scouting takes place when young people, in partnership with adults, work together based on the values of Scouting and: - enjoy what they are doing and have fun - take part in activities indoors and outdoors - learn by doing - share in spiritual reflection - take responsibility and make choices - undertake new and challenging activities - make and live by their Promise.</p>
Summary of the main activities in relation to these objects	<p>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 may choose to include further statements, where relevant, about:</p> <ul style="list-style-type: none"> • policy on grantmaking; • contribution made by volunteers; • policy on investments. 	<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 Scout Receipts and payments

For the year
from

Receipts and payments

Receipts

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

Sub total

Grants
Covid Grants
Other grants

Sub total

Fundraising events (gross)
Major Activities
Camps
Core Fundraising
Uniforms and Badges
Member led Fundraising

Sub total

Scout hut income
Hire of building
Hire of equipment
Other Scout hut income

Sub total

Investment income
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

Charitable Payments
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

Fundraising expenses
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

Cash funds
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)

Other monetary assets
Tax claim
Debts due from the County/Area/District/Group
Insurance claim

Sub total

Investment assets
Investment property - detail
Quoted investments
Other investments - detail

Sub total

Non monetary assets for charity's own use
Badge stock
Shop stock
Other stock
Land and buildings
Motor vehicles
Scouting equipment, furniture etc
Other

Sub total

Liabilities
Accounts not yet paid
Expenses incurred but not invoiced
Subscriptions not yet paid
Loan - detail
Other liabilities

Sub total

Total net assets

The above receipts and payments account and statement of assets

Signature

out Group ents account

Year start date

Year end date

04/01/2021	To	03/31/2022
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2021/22

2020/21

Unrestricted
funds

Unrestricted funds

£

£

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

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

30,493

29,484

-

-

30,493

29,484

-

out Group
ents account

Year start date

Year end date

04/01/2021	To	03/31/2022
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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

-	25,523
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	-
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-	25,523
---	--------

	-
--	---

4,969	
35,975	
40,945	

	-
--	---

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

	16,194
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	-
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	16,194
--	--------

13,290	
22,685	
35,975	

out Group ents account

Year start date

Year end date

04/01/2021	To	03/31/2022
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nd of the year

31st March 2022

31st March 2021

Unrestricted funds

Unrestricted funds

£

£

17,444
22,461
-
-
1,039
40,945

20,519
15,456
-
-
-
35,975

ok

ok

-
-
-
-
-
-
-
-
1,152
-
-
203,133
-
584
-
204,869
-
-
-
-
-
-

-
-
-
-
-
-
-
-
1,297
-
-
198,391
-
558
-
200,246
-
-
-
-
-
-

245,814

236,221

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 3rd 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