

Trustees Annual Report

From 1st April 2020 to 31st March 2021

Section A

Reference and Administration details

Charity Name	1st Englefield Green Scout Group
Registered Charity Number	1091892
Principal Address	King's Lane
	Englefield Green
	Surrey
	TW20 0UB

Names of Charity Trustees who manage the Charity		
Trustee Name	Office (if any)	Dates Acted if not for the whole year
Anthony Hesse	Chairperson	
Christine Peach	Secretary	
Martin Riordan	Treasurer	
Paul Lowe	Group Scout Leader	
Ritchie Nicholson	Scout Leader	
Reena Kessack	Asst Cub Leader	From September 2020
Dan Parsonage	Beaver Leader	From September 2020
Andrew Tomlinson	Committee Member	
Michelle Brian	Committee Member	
Debbie Norwood	Committee Member	
Terri Sadler	Committee Member	
James Brian	Committee Member	
Nigel King	Committee Member	From September 2020
Ron Verlander	Committee Member	

Names and Addresses of Advisors		
Type of Advisor	Name	Address
None		

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 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 is the Charity constituted	The Group is a trust established under its rules which are common to all scouts
Trustee Selection Methods	The Trustees are appointed in accordance with the Policy, Organisation and Rules of the Scout Association
Additional Governance Issues	The Group is managed by the Group Executive Committee, the members of which are the 'Charity Trustees' of the Scout Group, which is itself an educational charity. As charity trustees they are responsible for complying with

	<p>legislation applicable to charities. This includes the registration, keeping proper accounts and making returns to the Charity Commission as appropriate.</p> <p>The Committee consists of the Chair, Treasurer and Secretary together with the Group Scout Leader, individual section leaders and parents' representation. The committee meets every two months.</p> <p>This Group Executive Committee exists to support the Group Scout Leader in meeting the responsibilities of the Group and is responsible for:</p> <p>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-committee that may be required Appointing Group administrators and advisors other than those who are elected</p>
Risk and Internal Controls	<p>The Group Executive Committee has identified 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:</p> <ul style="list-style-type: none"> • Damage to the building, property and equipment. The Group would request the use of buildings and equipment from neighbouring organisations such as the church, community centre and other Scout Groups. 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 fund raising. 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. If there was a reduction in the numbers of leaders 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. In the worst case scenario the whole Group would have to close. • 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 a whole, then there would have to be a contraction, consolidation or closure of a section. In the worst case scenario the whole Group would have to close. • Financial Mismanagement. The Group has in place systems of internal controls that are designed to provide reasonable assurance against material mismanagement or loss. These include two signatories for all payments.

Section C

Objectives and Activities

Summary of the Objectives of the Charity as set out in the governing document	The objectives of the Group are as a unit of the Scout Association
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Summary of the main activities in relation to these objectives	<p>The Aim of the Scout Association is 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. The method of achieving the aim of the Association is by providing an enjoyable and attractive scheme of progressive training, based on the Scout Promise and Law and guided by adult leadership.</p> <p>Subscriptions are charged for membership to cover immediate running costs of the Group and these do not unduly restrict membership. The Group follows the principle that no one should be excluded because of their inability to pay membership subscriptions.</p> <p>Two key principles demonstrate that Scouting's aims are for the public benefit. These are that through the Scout method young people develop towards their full potential and that there is a clear link between the benefits for young people and the purpose of Scouting. The safety of young people is taken very seriously and the benefits Scouting activities provides far outweigh the risks. Any private benefits from Scouting are incidental, other than to those as a beneficiary.</p>
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Section D

Achievements and Performance

Summary of the main achievements of the charity during the year	No update.
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Section E

Financial Review

Brief Statement on the charity's policy on reserves	The Group's policy on reserves is to hold sufficient resources to continue the charitable activities of the Group should income and fund raising fall short.
Further financial review details	The Group's income and expenditure overall is small and as a consequence the Group does not have sufficient funds to invest in longer term investments. The Group therefore adopts a low risk strategy with all funds held in cash using only mainstream banks or the Charities Official Investment Funds.

Section F

Other Optional Information

Plans for future periods and activities planned to achieve them	None
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Section G

Declaration

Signatures		
Full Names	Christine Peach	Martin Riordan
Position	Secretary	Treasurer
Date	1st April 2021	

1st Englefield Green Scout Group
Receipts and Payments Account

For the Year from 1st April to 31st March

Receipts and Payments		
Receipts	31st March 2020	31st March 2021
	Unrestricted Funds	Unrestricted Funds
	£	£
Donations, Legacies, and Similar Income		
Membership Subscriptions	6,918.50	3,740.00
Less Membership Subscriptions paid to District	(3,574.75)	(2,581.25)
Net Membership Subscriptions retained	3,343.75	1158.75
Donations	-	3,550.00
Grants	-	20,240.93
Gift Aid Tax Refund	3,414.54	1,576.94
Other similar Income	-	-
Sub Total	6,758.29	26,526.62
Youth Programme and Activities		
Group Activities	3,561.48	238.23
Uniform and Handbooks	-	-
Sub Total	3,561.48	26,764.85
Fundraising (gross)		
Village Fair / Christmas Puddings	8,102.91	141.17
Sundry Income (Insurance Claim)	-	-
Sub Total	8,102.91	26,906.02
Investment Income		
Bank Interest	-	-
Charity Fund Interest	181.29	40.66
Rental Income	2,056.00	387.50
Sub Total	2,237.29	428.16
Total Gross Income	20,659.97	27,334.18
Asset and Investment Sales	-	-
Total Receipts	20,659.97	27,334.18

1st Englefield Green Scout Group Receipts and Payments Account

For the Year from 1st April to 31st March

Receipts and Payments		
Payments	31st March 2020	31st March 2021
	Unrestricted Funds	Unrestricted Funds
	£	£
Charitable Payments		
Youth Programme and Activities	6,156.18	300.16
Adult Support and Training	-	-
Rent	-	-
Water and Sewerage	149.54	94.06
Electricity and Gas	1,098.04	653.33
Insurance	1,897.78	1,947.05
Repairs and Renewals	-	1,174.00
Maintenance and Equipment	5,537.88	1,662.34
Printing and Photocopying	-	-
Donations	-	-
Uniforms / Badges / Training	740.55	497.19
AGM and Trustee Expenses	-	-
Telephone	379.44	386.96
Sundry Payments	-	-
New Headquarters Building	-	-
Sub Total	15,959.41	6,715.09
British Legion / Donation	325.00	75.00
Lottery Licence	20.00	20.00
Fund Raising	2,477.44	382.88
Sub Total	2,822.44	477.88
Total Gross Expenditure	18,781.85	7,192.97
Asset and Investment Purchases	-	-
Total Payments	18,781.85	7,192.97
Net of Receipts / (Payments)	1,878.12	20,141.21
Cash Funds prior year end	36,365.54	38,243.66
Cash Funds this year end	38,243.66	58,384.87

Statement of Assets and Liabilities
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	31 st March 2020	31 st March 2021
	Unrestricted Funds	Unrestricted Funds
	£	£
Cash Funds		
Bank Current Account	4,176.96	18,277.51
Charity Investment Account	34,066.70	40,107.36
Cash / Floats	-	-
Total Cash Funds	38,243.66	58,384.87
Other Monetary Assets		
Tax Claim	-	-
Debts due to the Group	-	-
Insurance Claim	-	-
Sub Total	-	-
Non-Monetary Assets		
Badge Stock	-	-
Other Stock	-	-
Land and Buildings	44,345.00	38,010.00
Motor Vehicles	-	-
Equipment and Furniture	11,000.00	9,000.00
Sub Total	55,345.00	47,010.00
Liabilities		
Accounts not yet paid	-	-
Expenses Incurred but not yet Invoiced	-	-
Subscriptions not yet paid	-	-
Loan – Detail	-	-
Other Liabilities	-	-
Sub Total	-	-

Contingent Liabilities and Future Obligations

25 Year Lease over Scout Headquarters from Schroders Trust at peppercorn rent renewable on 12 Sept 2027.

Land and Buildings: Completion occurred July 2006 at a total cost of £126,700. Depreciation is on a straight line basis of £6,335 p.a. for 20 years from 2008 to reflect Lease expiry.

The above receipts and payments account and statement of assets and liabilities were approved by the Trustees on 1st April 2021 and signed on their behalf by

Signature	Print Name
	Christine Peach – Secretary
	Martin Riordan - Treasurer

Trustees Annual Report

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The above receipts and payments account and statement of assets and liabilities were approved by the Trustees on 1st April 2021 and signed on their behalf by

Signature	Print Name
	Christine Peach – Secretary
	Martin Riordan - Treasurer

**Independent Examiner's Report
To the Trustees of 1st Englefield Green Scout Group**

I report on the accounts of the Group for the year ended 31st March 2021, which are set out in the attached Trustees Annual Report.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 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 Commission. An examination includes a review of the accounting records kept by the charity 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:

(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 2011 Act; and
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 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.

Signed: 

Dated: 26th June 2021

Peter Conroy ACMA

Address: 17 Willow Walk, Englefield Green, Surrey, TW20 0DQ