



Trustees' Annual Report for the period

Period start date				Period end date			
From	1	April	2021	to	31	March	2022

Reference and administration details

Charity name 1st Virginia Water Scout Group

Other names charity is known by Scout Association Registration No 28786

Registered charity number (if any) 1100646

Charity's principal address Trotsworth Hall

Station Approach

Virginia Water

GU25 4DL

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Debra Foster	GSL (Acting)	Until 01/02/22	
2	Chris Howorth	Group Chairperson		
3	Caroline Gosling	Group Deputy Chair		
4	Elena Golcic	Group Treasurer		
5	Lorraine Peach	Group Secretary	Until 07.07.21	
6	Kari Burrows	Fundraising Chairperson	Until 07.07.21	
7	Suraya Risdon	Gift Aid Secretary - Committee	Until 07.07.21	
8	Gary Foster	Assistant Beaver Scout Leader – Committee member	Until 01/02/22	
9	Andrew Sutherland	Cub Scout Leader - Committee	Until 01/01/22	
10	Ben Webb	Scout Leader - Committee	Until 31.08. 20	
11	Sandra Wentworth	Committee		
12	Nick Reeves	District Water Activities advisor - Committee		
13	Helen Smith	Fundraising Deputy Chairperson		

Names and addresses of advisers (Optional information)

Type of advisor	Name	Address
Bankers	Barclays Bank plc	Ascot Branch

Structure, governance and management

Description of the charity's trusts

Type of governing document
(eg. trust deed, constitution)

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 the charity is constituted
(eg. trust, association, company)

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

Trustee selection methods
(eg. 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)

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

- Policies and procedures adopted for the induction and training of trustees.
- The charity's organisational structure and any wider network with which the charity works.
- Relationship with any related parties.
- Trustees' consideration of major risks and the system and procedures to manage them.

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.

The Committee consists of Chair, Treasurer and Secretary together with the Group Scout Leader, individual section leaders (with their specific agreement) and parents' and friends' representation.

The Group Executive Committee exists to support the Group Scout Leader in meeting the responsibilities of his appointment. Members of the Executive Committee act collectively as charity Trustees of the Scout Group, and in the best interests of its members to:

- Comply with the Policy, Organisation and Rules of The Scout Association
- Protect and maintain any property and equipment owned by and/or used by the Group
- Manage the Group finances.
- Provide insurance for people, property and equipment.
- Provide sufficient resources for Scouting to operate. This includes, but is not limited to, supporting recruitment, other adult support, and fund raising activities.
- Promote and support the development of Scouting in the local area.
- Manage and implement the Safety Policy locally
- Ensure that a positive image of Scouting exists in the local community.
- Appoint and manage the operation of any sub-Committees, including appointing Chairmen to lead the sub-Committees.
- Ensure that Young People are meaningfully involved in decision making at all levels within the Group
- Open, close and amalgamate Sections in the Group as necessary

The Executive Committee also:

- Appoints Administrators, Advisers, and Co-opted members of the Executive Committee
- Approves the Annual Report and Annual Accounts after their examination by an appropriate auditor, independent examiner or scrutineer.
- Presents the Annual Report and Annual Accounts to the Scout Council at the Annual General Meeting; files a copy with the District Executive Committee and with the Charity Commission (if appropriate).
- Maintains confidentiality with regard to appropriate Executive Committee business.

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:

Injury to leaders, helpers, supporters and members. The Group through the capitation fees contributes to the Scout Association's national accident insurance policy and the Surrey Scouts' policy. Risk Assessments are undertaken before all activities.

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 number 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 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 two signatories for all payments.

Objectives and activities

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

The objectives of the Group are as a unit of the Scout Association. The Aim of The Scout Association is to promote the development of young people in achieving their full physical, intellectual, social and spiritual potentials, 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.

Two key principles demonstrate that Scouting's aims are for the public benefit. These are 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 of Scouting activities provided far outweigh the risks. Any private benefits from Scouting are incidental, other than to those as a beneficiary.

Summary of the main activities in relation to these objects

Sections have been following the Scouting training programme and have supported various District and County-led activities.

Additional details of objectives and activities (Optional information)

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

- Policy on grantmaking
- Policy programme related investment
- Contribution made by Volunteers

The Group has Beaver Scout Colony (6-8 years old) and a Cub Scout Pack (8-10½ years) and Scout Troop (10½-14 years) The total youth membership of the Group at the January 2022 census was 48.

All the adults involved are volunteers without whom the Group could not function.

Achievements and performance

Summary of the main achievements of the charity during the year

The Group continues to offer good quality Scouting to its young people. The Covid pandemic presented a number of challenges to providing face to face Scouting but the leaders and supporters were able to rise to the challenge and all sections were able to take part in group and District Activities. The Group was awarded a District Commissioner's Commendation for their efforts during the year.

The Beavers attended a District Camp at Birchmere, the Cubs attended the District Fun Day at Earleywood campsite and the Scouts took part in the District Scout Camp at Walton Firs. In addition, the Scouts have taken part in Shooting and Canoeing activities.

There have been a number of changes to the section leadership over the last year, including the resignation of all section leaders. However, warranted leaders from the District, with support from parent helpers stepped in to assist and provide support in order to allow the sections to continue. The Group is extremely grateful to these leaders. However, it is important that these vacancies are filled with leaders whose primary affiliation is to 1st Virginia Water. It is therefore a priority to address these during the next year.

Financial review

Brief statement of 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 fundraising activities fall short. The Executive Committee considers that the Group should hold a sum equivalent to 12 months running costs. The Group held reserves of £71,509 against this at year end, of which £62,720 has been designated towards the redevelopment of the Trotsworth Hall.

Details of any funds materially in deficit

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 including any ethical investment policy

The Group does not have sufficient funds to invest in longer term investments. The Group has therefore adopted a low risk strategy to the investment of its funds. All funds are held in cash using only banks which are members of the Financial Services Compensation Scheme.

adopted.

Other optional information

The priorities for the coming year are to recruit uniformed leaders for each of the sections and fill the vacant positions on the Group Executive Committee.

Declaration

The trustees declare that they have approved the above report.

Signed on behalf of the charity's trustees

Signatures		
Full Names	Chris Howorth	Elena Golcic
Position	Chairman	Treasurer
Date	31 October 2022	

1st Virginia Water Scout Group

Receipts and Payments Account

	For the year from	Year start date	to	Year end date
		1-Apr-21	31-Mar-22	
Receipts and payments				
	2021/22			2020/21
	Unrestricted funds	Designated fund - Hall development	Total funds	Total funds
	£	£	£	£
Receipts				
Donations, legacies and similar income				
Membership subscriptions	5,255	-	5,255	5,468
Less: Membership subscriptions (National/County/Area/District)	1,969	-	1,969	2,217
Net membership subscriptions retained	3,286	-	3,286	3,251
Donations	-	1,300	1,300	2,080
Grants	7,891	15,782	23,673	10,000
Legacies	-	-	-	-
Gift Aid	-	-	-	-
Other similar income	-	-	-	-
Sub total	11,177	17,082	28,259	15,331
Youth programme and activities				
Sections Activities	1,309	-	1,309	20
Other - uniforms	435	-	435	202
Sub total	1,744	-	1,744	222
Fundraising				
VW Jumble trail	-	960	960	-
Xmas fair Trumps Green	-	119	119	-
Xmas fair St Anns Heath	-	174	174	-
Xmas tree lights	-	179	179	-
Major charity of the year	-	-	-	9,500
Other fundraising activities	-	427	427	698
Sub total	-	1,858	1,858	10,198
Investment income				
Bank interest	5	-	5	14
Property Rent income	-	-	-	-
Other investment income	-	-	-	-
Sub total	5	-	5	14
Total Gross Income	12,927	18,940	31,867	25,765
Asset and investment sales, etc.	-	-	-	-
Total receipts	12,927	18,940	31,867	25,765

Scrutinized
17/7/22
[Signature]

	2021/22			2020/21
	Unrestricted funds	Designated fund - Hall development	Total funds	Total funds
Payments	£	£	£	£
Charitable Payments				
Youth programme and activities	1,725	-	1,725	964
Adult support and training	-	-	-	-
Loan repayments to Runnymede	2,250	-	2,250	2,250
Utilities -Electricity/Gas/Water	597	-	597	312
Insurance	578	-	578	624
Repairs and Renewals	-	-	-	632
Materials and equipment	210	-	210	218
Printing and photocopying	-	-	-	-
Uniforms & Badges	860	-	860	832
AGM and trustee expenses	-	-	-	40
Admin	367	-	367	371
Donation & Grants	-	-	-	-
Other costs	211	-	211	96
Rent	-	-	-	277
Sub total	6,798	-	6,798	6,616
Fundraising expenses				
Just Giving	-	216	216	216
Other fundraising costs	-	17	17	-
Sub total	-	233	233	216
			-	
Total Gross Expenditure	6,798	233	7,031	6,832
Trotsworth Hall Redevelopment costs	-	-	-	4,500
Total payments	6,798	233	7,031	11,332
Receipts less Payments - Surplus	6,129	18,707	24,836	14,433
Transfers between funds	-	-	-	-
Brought Forward from previous Year (Cash	2,661	44,013	46,673	32,240
Cash Funds this Year Carried Forward	8,790	62,720	71,509	46,673

Scrutinised
17/7/22
Brenna

Statement of assets and liabilities at the end of the year

	2021/22			2020/21
	Unrestricted	Designated	Total funds	Total funds
	£	£	£	£
Cash funds				
Bank current account	8,790	1,363	10,153	12,499
Bank deposit account	-	61,412	61,412	34,615
Cash/Floats	-	-	-	-
Accrued costs	-	56	(56)	(440)
Total cash funds	8,790	62,719	71,509	46,674
Other monetary assets				
Tax claim	-	-	-	-
Debts due (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				
Badge stock	-	-	-	-
Shop stock	-	-	-	-
Land and buildings - insurance valuation	156,000	-	156,000	156,000
Motor vehicles	-	-	-	-
Scouting equipment, furniture etc - insurance valuation	18,155	-	18,155	18,155
Other	-	-	-	-
Sub total	174,155	-	174,155	174,155
Liabilities				
Accounts not yet paid	-	-	-	-
Expenses incurred but not invoiced	-	-	-	-
Subscriptions not yet paid	-	-	-	-
Loan - RBC Loan re Hall	- (80,250)	-	(80,250.00)	(82,500.00)
Other liabilities	-	-	-	-
Sub total	- (80,250)	-	(80,250.00)	(82,500.00)
Contingent liabilities and future obligations				

In 2017 Runnymede Borough Council made an interest free loan of £90,000 to purchase the remaining 50% share in the hall. The loan is repayable over 40 years in instalments of £750 per term

Total Funds (Net Assets)	102,695	62,719	165,414	138,329
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The above receipts and payments account and statement of assets and liabilities have been approved by the Trustees and are signed on their behalf by:

Print Name	Signature		
Chris Howorth	<i>Chris Howorth</i>	11.09.22	Chair
Elena Golcic	<i>Elena Golcic</i>	20.07.22	Treasurer

**Independent Examiner's Report
To the Group Executive Committee of 1st Virginia Water Scout Group**

I report on the accounts of 1st Virginia Water Scout Group for the year ended 31 March 2022.

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 our 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.


JOHN BRENNAN
17/7/2022

'BROWNSA'
SANDHILL LAKE
6025 ABS