

20th Walsall (St Margaret's, Great Barr) Scouts Group
Trustees' Annual Report – 1st April 2020 – 31st March 2021

Registered Charity Number: 1130225

Registered Address	3 Vicarage Rise
	Great Barr
	Birmingham
	B43 7AQ

Charity trustees for the period who manage the charity

Trustee Name	Office (if any)	Dates acted if not for whole year
Richard Cliff	Chair	
Stuart Wise	Treasurer	
Graham Smith	Group Scout Leader	
Claire Doggett		
Louise Maher	Secretary	

SECTION B – STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing Documents and Processes

The Group is a trust established under the rules and regulations of the Scout Association.

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 Scouts Association Organisational Policy and Rules.

How the Charity is constituted

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

Trustees Selection Methods

The Trustees (cited above) are appointed in accordance with the Policy, Organisation and Rules of The Scout Association. Nominations are taken from the executive body, and then a voting system is enacted.

The Group Executive Committee consists of 3 independent representatives, Chair, Treasurer and Secretary together with the Groups section leaders and parent's representation meeting every month.

This Group Executive Committee exists to support the Group Scout Leader in meeting the following responsibilities:

- The maintenance of Group property, equipment and vehicles;
- The raising of funds and the administration of Group finance;

- The insurance of persons, property and equipment;
- 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.

Additional Information

The Group is managed by an Executive Committee. Membership of the Executive Committee is made up of the Group Scout Leader, his nominated Group Chair along with an elected Treasurer and Secretary and other elected members. All Leaders are automatically members of the Group Council. The 'Charity Trustees' of the Scout Group are drawn from the Executive Committee.

As trustees of a charity, 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

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.

Following the opening of the headquarters building, known as Great Barr Community Hub, in September 2010, all of the Scout Groups regular meetings were transferred there.

The Hub Management team, responsible for the management and sub-letting of the Hub, have overseen the administration of the building, including the sub-letting to other organisations. (The buildings running costs are financed from this sub-letting.) .

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 a mandatory requirement in the preparation of all activities.

Reduced income from fund raising

The Group is primarily reliant upon income from subscriptions and fundraising and endeavours to hold a reserve to ensure the continuity of activities should there be a major reduction in income. The Committee have looked to raise the value of subscriptions to increase the income to the group on an ongoing basis, however this has been temporarily delayed due to an ongoing pandemic.

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 of 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.

Reduction or loss of members

The Group provides activities for all young people aged 6 to 18. The group holds a waiting list for membership of sections, however If there was a reduction in membership in a particular section or the group as whole at the present time, it would not destabilise the group. However it may be necessary to contract, consolidate or close a section. In the worst case scenario the complete closure of the Group.

This is extremely unlikely as there is a waiting list for all sections.

Risk and Internal Control Summary

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 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.

PUBLIC BENEFIT STATEMENT

The 20th Walsall Scout 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 in the Year

Unfortunately the year was lost due to the ongoing pandemic (COVID-19). The group was stabilised via government grants and also many parents maintaining subscriptions through the lockdowns with the group adapting to online sessions. This unfortunately caused a loss of members. Though not significant it has had an impact on subscriptions through the latter part of the financial year meaning subscriptions were down around 15% on the previous financial year.

Lockdown also had an impact on the usage of the building as it was unable to rent for large parts of the year resulting in a circa 70% loss of income. Utility costs were also up mainly due to an increased cleaning schedule and the requirement to keep the building in a serviceable state in readiness for reopening.

SECTION E - POLICIES

The Groups 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 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/high street banks i.e. HSBC and Barclays Banks.

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

Signed on behalf of the charity's trustees

Signature 

Full name - Mr Richard Cliff

Position - Chair

Date Signed - 20.01.22

Signature 

Full name – Mr Graham Smith

Position - Group Scout Leader

Date Signed - 21.01.22



20th Walsall (St Margaret's Great Barr) Scout Group

Reg Charity No:
1130225

Annual Accounts

For the period from

1st April 2020

To

31st March 2021

Form
CC16a

Section A: Receipts and Payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
Receipts					
Bank Interest	£ -	£ -	£ -	£ -	£ 14.55
Bonfire	£ -	£ -	£ -	£ -	£ 15,342.40
Donation	£ 37,530.14	£ -	£ -	£ 37,530.14	£ 290.00
Events	£ 122.00	£ -	£ -	£ 122.00	£ 7,998.65
Events - Beavers	£ -	£ -	£ -	£ -	£ 449.30
Events - Cubs	£ -	£ -	£ -	£ -	£ 351.71
Events - Explorers	£ -	£ -	£ -	£ -	£ 1,125.00
Events - Scouts	£ -	£ -	£ -	£ -	£ 759.40
Fundraising	£ 73.50	£ -	£ -	£ 73.50	£ 1,420.85
Gift Aid	£ 1,972.50	£ -	£ -	£ 1,972.50	£ -
Membership Fees	£ 7,952.12	£ -	£ -	£ 7,952.12	£ 9,438.47
Minibus	£ -	£ -	£ -	£ -	£ 403.56
Refund	£ 967.67	£ -	£ -	£ 967.67	£ 721.70
Rent	£ 6,077.75	£ -	£ -	£ 6,077.75	£ 19,477.75
Sub total	£ 54,695.68	£ -	£ -	£ 54,695.68	£ 57,793.34

Payments					
Activity Equipment	£ 139.98	£ -	£ -	£ 139.98	£ 1,010.71
Admin	£ 281.64	£ -	£ -	£ 281.64	£ 1,396.54
Badges	£ -	£ -	£ -	£ -	£ 1,533.57
Bank Fees	£ 241.35	£ -	£ -	£ 241.35	£ 129.39
Bonfire	£ -	£ -	£ -	£ -	£ 11,810.92
Camping Equipment	£ -	£ -	£ -	£ -	£ 1,654.93
Donation	£ -	£ -	£ -	£ -	£ 1,694.50
Events	£ 41.08	£ -	£ -	£ 41.08	£ 11,161.61
Events - Beavers	£ -	£ -	£ -	£ -	£ 313.68
Events - Cubs	£ 52.00	£ -	£ -	£ 52.00	£ 809.55
Events - Explorers	£ -	£ -	£ -	£ -	£ 679.00
Events - Network	£ -	£ -	£ -	£ -	£ 544.00
Events - Scouts	£ -	£ -	£ -	£ -	£ 1,444.91
Insurance	£ 5,654.28	£ -	£ -	£ 5,654.28	£ 5,573.25
Meetings	£ -	£ -	£ -	£ -	£ 47.26
Meetings - Beavers	£ -	£ -	£ -	£ -	£ 84.75
Meetings - Cubs	£ -	£ -	£ -	£ -	£ 69.45
Meetings - Explorers	£ 180.53	£ -	£ -	£ 180.53	£ 160.50
Meetings - Scouts	£ -	£ -	£ -	£ -	£ 86.14
Membership Costs	£ 3,115.00	£ -	£ -	£ 3,115.00	£ 3,542.00
Minibus	£ 740.00	£ -	£ -	£ 740.00	£ 7,251.07
Training	£ -	£ -	£ -	£ -	£ 99.00
Utilities	£ 14,394.94	£ -	£ -	£ 14,394.94	£ 12,073.84
Venue Maintenance	£ 2,017.27	£ -	£ -	£ 2,017.27	£ 6,149.36
Sub total	£ 26,858.07	£ -	£ -	£ 26,858.07	£ 69,319.93

A4 Asset and investment purchases, (see table)	£ -	£ -	£ -	£ -	
Sub total	£ -	£ -	£ -	£ -	£ -
Total payments	£ 26,858.07	£ -	£ -	£ 26,858.07	£ 69,319.93
Net of receipts/(payments)	£ 27,837.61	£ -	£ -	£ 27,837.61	£ 11,526.59
A5 Transfers between funds	£ -	£ -	£ -	£ -	£ -
A6 Cash funds last year end	£ 20,744.56	£ -	£ -	£ 20,744.56	£ 32,271.15
Cash funds this year end	£ 48,582.17	£ -	£ -	£ 48,582.17	£ 20,744.56

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Group Account	48,582	-	-
		-	-	-
		-	-	-
		-	-	-
	Total cash funds	48,582	-	-

(agree balances with receipts and payments account(s))


	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use	Land & Buildings	Group	-	600,000
	Motor Vehicles (15% Reducing Balance)	Group	-	14,824
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
	RICHARD CUFF	20.01.22
	G.W. SMITH	21.01.22

The Twentieth Walsall (St. Margarets Great Barr) Scout Group Registered Charity No 1130225

To whom It may concern

My name is David Young F.C.A. and I am a retired Chartered Accountant

I reside at 29 Chapel Lane, Great Barr, Birmingham B43 7BD

I have been approached by the Group to approve the Accounts for the year 1st April 2020 to 31st March 2021.

The impact of the Covid 19 Pandemic has had a major effect on the activities of the Group.

There are slight discrepancies with the previous years figures shown as follows

Receipts	previous year shown	57793.34
	actual figures were	57649.50
Payments	previous year shown	69319.93
	actual figures were	69176.09

But the net receipt figure of -11526.59 is unaffected

Receipts

The following points were noticed.

No bonfire event took place in November 2020.

There is a fall in value of receipts from Membership fees of 16% and \Rent of 31%.

However, because of the high value of receipts from Donations of 37530.14 (31/03/2020 - 290.00) the amount from various receipts was virtually maintained.

Gift Aid of 1972.50 was also available.

Payments

A reduction in payments is noticeable caused by the reduction in Activities.

Insurance , however has increased by 1 ½ % which would be expected , also there was a large increase in Insurance costs last year which was satisfactorily explained.

There were no overheads at all for the Bonfire and fireworks. The minibus was also very underused presumably because of the pandemic.

Overall, the reduction in overheads has resulted in a balance of cash funds at 31st March 2021 of 48582.17 (31/03/2020 - 20744.56) . A remarkable achievement.

The value of land and buildings remains unchanged at 600000.

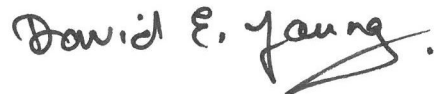
The Motor Vehicles have been included at last years figure of 17441 less 15%. = 14824.

I approve the Accounts in their entirety.

However I need to advise all interested parties that I do not hold a practising certificate having been employed since qualifying in 1969 in commerce and industry rather than in the profession.

Therefore any opinion comments and certification which I have given should be viewed subject to the above statement.

Yours sincerely

A handwritten signature in black ink that reads "David E. Young." The signature is written in a cursive style with a long horizontal stroke at the end.

David Young F.C.A.

27th January 2022

