

Trustees' Annual Report

For the period

From (start date)

0	1	0	4	20	20
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to end date

3	1	0	3	20	21
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Section A

Reference and administration details

Charity name

4th Spen Valley (Liversedge) Scout Group

Other names the charity is known by

Registered charity number (if any)

1	1	4	1	7	3	4
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HQ registration number

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Charity's principal address

12 Chruch Lane

Liversedge

Postcode

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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	Neal Edmondson	GSL	
2	Derek Holdsworth	Chair	
3	Lynda Edmondson	Secretary	
4	Faye Allinson	Treasurer	
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14			
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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

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 Month.

Members of the Executive Committee complete '*Essential Information for Executive Committee*' 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.

Section B**Structure, governance and management (continued)****Risk and Internal Control (Specimen 1)**

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. 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.

Reduction or loss of members. The Group provides activities for all young people aged 6 to 18. 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	<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	
Additional details of the objectives and activities (optional information but encouraged as best practice)	
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

Following a challenging year where there was no face to face scouting due to the restrictions put in place due to Covid-19, the group managed to maintain a good level of engagement from members particularly those in the Beavers and Cubs age groups by providing a regular online programme. This has made the task of rebuilding once back to face to face meetings much easier.

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 12 months running costs and sufficient funds to cover any maintenance costs for the building of between £15000 - £25000

The Group held reserves of approximately £34000 against this at year end. This is above the level/below required for operating expenses. However this can be explained by High value of grants received relating to the Covid 19 grants available during the period and reduced group costs

Quantify and explain any designations

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

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);

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.

• how expenditure has supported the key objectives of the charity; Expenditure on new basic equipment which has replaced equipment that is worn and also provided opportunities for young people to take part in new activities.

• investment policy and objectives;

Section F

Other Optional Information

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

Significant repair required to be carried out on main hall floor. Reserves will cover costs but fundraising activities to be considered to replenish reserves.

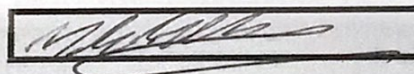
Section G

Declaration

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

and on behalf of the charity's trustees

Signature(s)

 F. ALLINSON

Full name(s)

NEAL EDMONDSON FAYE ALLINSON

Position (eg Secretary, Chair)

GSL TREASURER

Date

20 NOV 2018

4th Spen Valley (Liversedge) Scout Group

Income & Expenditure Account 31st March 2021

	31/03/2021	31/03/2020
Income		
Subs	£ 2,523.22	£ 4,456.00
Donations	£ 1,250.00	£ 700.00
Activities - Beavers	£ -	
Activities - Cubs	£ -	
Activities - Scouts	£ -	
Fundraising	£ 326.00	£ 234.00
Electric	£ 647.64	
Grants	£ 19,431.00	£ 750.00
Big Camp	£ 1,600.00	£ 70.00
Activities - Group	£ 60.05	£ 1,805.66
Total	£ 25,837.91	£ 8,015.66
Expenditure		
Gas	£ 269.50	£ 391.38
Electric	£ 351.97	£ 551.38
Water	£ 150.00	£ 97.50
Activities - Beavers	£ -	
Activities - Cubs	£ -	
Activities - Scouts	£ -	
Activities - Group	£ 148.19	£ 1,788.18
Maintenance	£ 407.24	£ 797.37
Capitation	£ 1,800.00	£ 1,930.00
Insurance	£ 1,875.12	£ 1,804.96
Equipment purchases	£ 324.34	£ 4,419.60
Refund	£ 80.00	
Group Costs	£ 866.15	£ 1,805.00
Total	£ 6,272.51	£ 13,585.37
Surplus/Deficit	£ 19,565.40	(£5,569.71)

4th Spen Valley (Liversedge) Scout Group

Balance Sheet as at 31st March 2021

Current assets	31/03/2021	31/03/2020
Current Account	34,873.31	15,422.76
Debtors		
Cash In Hand	114.85	-
Total	<u>34,988.16</u>	<u>15,422.76</u>
Current Liabilities		
Creditors		-
TOTAL	<u><u>34,988.16</u></u>	<u><u>15,422.76</u></u>
Accumulated Fund		
Balance brought forward	15,422.76	20,992.47
	-	-
Surplus/(Deficit) for the year	19,565.40	(5,569.71)
TOTAL	<u><u>34,988.16</u></u>	<u><u>15,422.76</u></u>

Independent examiner's report to the trustees of 4th Spen Valley (Liversedge) Scout Council

I report to the trustees on my examination of the accounts of the 4th Spen Valley (Liversedge) Scout Group for the year ended 31st March 2021.

Responsibilities and basis of report

As the charity trustees of the 4th Spen Valley (Liversedge) 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 4th Spen Valley (Liversedge) 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 4th Spen Valley (Liversedge) 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: Claire Ayres

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

Address: 25 Mooreville Drive, Birkenshaw, BD11 2BT

Date: 01/09/2021