

Trustees' Annual Report

For the period

From (start date)

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 to end date

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Section A

Reference and administration details

Charity name

1st Bramshill Rotherwick Scout Group

Other names the charity is known by

N/A

Registered charity number (if any)

1 1 7 0 3 5 6

HQ registration number

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Charity's principal address

1 Wogsbarne Cottages

The Street

Rotherwick

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	Stephen Riley	Chair	
2	Helen Sheppard	Treasurer	
3	Richard Whistler		
4	Sue Whistler		
5			
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8			
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11			
12			
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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:

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 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.

The Committee consists of 2 independent representatives, the Chair and Treasurer together with the Group Scout Leaders, individual section leaders and parent's representation and meets every 3 months.

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**

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.

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>Each section meets once a week to take part in activities indoors and outdoors.</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. 	
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

Organising and running a village fair to raise funds.

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, circa £5000.00

The Group held reserves of approximately £29,000.00 against this at year end. This is above the level required for operating expenses. However this can be explained by the receipt of COVID grants.

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);

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.

• how expenditure has supported the key objectives of the charity;

• investment policy and objectives;

Section F

Other Optional Information

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

We have plans to build a new scout den on the site of our existing wooden hut, the wooden hut is deteriorating rapidly.



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)

Helen Sheppard

Stephen Riley

Position (eg Secretary, Chair)

Treasurer

Chair

Date

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1st Bramshill (Rotherwick) Cub and Scout Group
Statement of Assets & Liabilities as at 31 December 2021
Consolidated

	This Year	Previous Year
MONETARY ASSETS		
Bank Current Account	24,101.40	11,460.67
Bank Fundraising Account	3,355.53	5,306.61
Bank Term Deposits	0.00	0.00
National Savings Account - New Scout Hut Fund	1,551.39	1,540.30
The Scout Assoc. Short Term Investment Scheme	0.00	0.00
Cash in Hand	29.26	29.26
	29,037.58	18,336.84
OTHER MONETARY ASSETS		
Tax Claim for year ending 31 March....	0.00	0.00
Sundry debtors & prepayments	0.00	0.00
	0.00	0.00
INVESTMENT ASSETS		
Government Stock at market value	0.00	0.00
Other quoted securities at market value	0.00	0.00
Other investments	0.00	0.00
Property held for investment purposes	0.00	0.00
	0.00	0.00
NON-MONETARY ASSETS (Assets for charity's own use)		
Badge Secretary's Stock	0.00	0.00
Lease	0.00	0.00
Land and Buildings	144,582.00	139,693.00
	1,053.00	1,017.00
Motor Vehicles	8,141.00	7,866.00
Scouting equipment, furniture etc	11,983.00	11,010.00
	165,759.00	159,586.00
LIABILITIES - Those within one year		
Retentions on Headquarters	0.00	0.00
Expenses incurred not yet invoiced	0.00	0.00
Subscriptions paid in advance	0.00	0.00
Other creditors	0.00	0.00
	0.00	0.00
LIABILITIES Those due over one year		
Loan (with details)	0.00	0.00
Hire purchase owing	0.00	0.00
Lease payments outstanding	0.00	0.00
Other long term liabilities	0.00	0.00
	0.00	0.00
CONTINGENT LIABILITIES AND FUTURE OBLIGATIONS Section Funds		
.....	0.00	0.00
	0.00	0.00

1st Bramshill (Rotherwick) Cub and Scout Group
Payments for year ended 31st December 2021

<u>Consolidated</u>		This Year	Previous Year
PREMISES			
Car Park		0.00	0.00
Transfer of funds	To Hut/Fundraising Account	6,859.97	7,000.00
Public Utilities	Water	35.79	52.12
Public Utilities	Electricity	262.10	254.93
Insurance	Building	1,411.63	1,700.44
Insurance	Fire	0.00	0.00
Insurance General & Helpers		42.00	42.00
Repairs & renewals	Covid/Tree Management/Fence	115.11	1,020.78
Other	Fire Extinguishers/Gas Bottle	45.00	168.73
		8,771.60	10,239.00
DONATIONS & GRANTS			
	HIOW Air Ambulance	0.00	0.00
ACTIVITIES - Section Expenses			
	Scouts	0.00	106.00
	Cubs	206.74	171.64
	PGL / Cub Activity Day	780.00	0.00
	Beavers	0.00	0.00
		986.74	277.64
FUND RAISING EXPENSES			
	Rotherwick Village Fair	0.00	336.14
	Christmas Fair/Decorations	0.00	0.00
	RVH Rent - Race Night	0.00	0.00
	Lottery Licence - Hart DC	0.00	0.00
	Jumble Sales - RVH Rent	0.00	0.00
	Jumble Sale #2 - RVH Rent	0.00	0.00
	Raffle Tickets	0.00	0.00
		0.00	336.14
ADMIN/ESTABLISHMENT EXPENSES			
	AGM Expense	0.00	0.00
	Petty Cash	0.00	0.00
Costs associated with the new build:	Bat/Tree/Topographical Survey	0.00	2,299.20
	Full/Pre application drawings	6,296.00	3,174.00
		6,296.00	5,473.20
TRUSTEE EXPENSES			
	Scouter's Training / Keys	0.00	0.00
Other Expenses	Gifts	0.00	0.00
		0.00	0.00
EQUIPMENT & UNIFORM			
	Scout Leader Uniforms	0.00	29.00
	Scouting	0.00	0.00
	Cubs	90.70	0.00
	Beavers	0.00	0.00
	First Aid	0.00	0.00
	Tables & Tents	1,792.58	0.00
		1,883.28	29.00
PURCHASE OF BADGES & SUNDRY PAYN			
	Badges	71.72	132.97
	Sundry Payments	0.00	0.00
	Poppy Appeal	0.00	0.00
	Remembrance wreath	25.00	25.00
		96.72	157.97
TOTAL PAYMENTS FOR THE YEAR		18,034.34	16,512.95

1st Bramshill (Rotherwick) Cub and Scout Group
Income for year ended 31st December 2021

Consolidated

		This Year	Previous Year
MEMBERSHIP SUBSCRIPTIONS		2,215.00	1,905.00
less: Paid to District		-1,209.00	-1,801.80
Retained in Group		1,006.00	103.20
INVESTMENT INCOME RECEIVED			
Bank Interest		0.00	0.00
National Savings Interest		11.09	47.75
National Savings		0.00	0.00
Gift Aid		0.00	0.00
Dividends & Interest		0.00	0.00
Property Rents		0.00	0.00
Fundraising Account		2,500.00	0.00
General Account		4,359.97	7,000.00
		6,871.06	7,047.75
DONATIONS / GRANTS			
	Rebate form Scout Shop	0.00	0.00
	Miscellaneous	230.00	32.50
	Groundwork UK	1,000.00	0.00
	HCC - J Glen Grant	0.00	300.00
	Hart District Council	18,073.00	11,334.00
		19,303.00	11,666.50
ACTIVITIES			
Camps & Trips	PGL / Cub Activity Day	780.00	0.00
	0.00	0.00
		780.00	0.00
FUND RAISING (Gross)			
	Rotherwick Village Fair	548.92	5,622.01
	Christmas Fair/Decorations	0.00	4.00
	Jumble Sale #1	0.00	0.00
	Bags 2 school	226.10	177.60
	Race Night / Quiz Night	0.00	0.00
	Coffee Morning	0.00	0.00
	Rosie Tearooms Stall	0.00	0.00
	Scout Draw	0.00	0.00
		775.02	5,803.61
OTHER INCOME			
Income tax recovered -		0.00	0.00
on subscriptions		0.00	0.00
on dividends & interest		0.00	0.00
		0.00	0.00
SUNDRY RECEIPTS			
	Cub Polo Shirts	0.00	0.00
	0.00	0.00
		0.00	0.00
TOTAL RECEIPTS FOR THE YEAR		28,735.08	24,621.06

1st Bramshill (Rotherwick) Cub and Scout Group
Receipts & Payments Account Summary for the year ended 31st December 2021

Consolidated

	This year	Previous year
Total receipts for the year	28,735.08	24,621.06
Total payments for the year	18,034.34	16,512.95
Net receipts (payments) for the year	10,700.74	8,108.11
Cash, bank and similar funds brought forward	18,336.84	10,228.73
Cash, bank and similar funds carried forward	29,037.58	18,336.84

*Church Farm House
The Street
Rotherwick, Hook
Hampshire RG27 9BG*

1st Bramshill (Rotherwick) Cub and Scout Group

I have examined the attached Receipts and Payments Accounts for the year ended 31st December 2021 and Statement of Assets and Liabilities at 31st December 2021 with the books, records and vouchers of the 1st Bramshill (Rotherwick) Cub and Scout Group and certify the same to be in accordance therewith.

In common with similar organisations, the majority of the income is derived from sources which cannot be fully controlled until they are entered in the accounting records. To the best of my knowledge and belief the sums properly due have been received and the payments have been properly made on behalf of the Group.



John Platt
Independent Examiner

23rd April 2022