



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From **01/04/2020**
31/03/2021

Period start date **To**
Period end date

Charity name: 1st Goytre Scouts

Charity registration number: 1173477

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	Scout group.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	Scouting exists to actively engage and support young people in their personal development, empowering them to make a positive contribution to society
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	I can confirm that trustees have had regard to the guidance issued by the Charity Commission on public benefit

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	
Policy on social investment including program related investment	Para 1.38	
Contribution made by volunteers	Para 1.38	

Other		

Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	It is the goal of Scouting "to contribute to 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.

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	
Other		

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	The charity is currently in a good financial position.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	The 1st Goytre Scouts have received funding from local government grants and the funds will be used towards improving the Scout provision.
Amount of reserves held	Para 1.22	£16042
Reasons for holding zero reserves	Para 1.22	N/A
Details of fund materially in deficit	Para 1.24	N/A
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	N/A

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	Subs/ fundraising
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	
Other		

Structure, Governance and Management

Description of charity's trusts:		N/A
Type of governing document (trust deed, royal charter)	Para 1.25	
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		

Reference and Administrative details

Charity name	1 st Goytre Scouts
Other name the charity uses	
Registered charity number	1173477

Charity's principal address	1 st Goytre Scouts Scout Hut Capel Ed Lane Goytre Monmouthshire NP4 0AT

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	Theresa Llama			
2	Kristian Caperton			
3	Lisa Knowles	Chair		
4	Jaime Davies			
5	Nadine Fletcher			
6	Owen Dodd			
7	Danielle Caperton			
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

Corporate trustees - names of the directors at the date the report was approved

Director name		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (Optional information)

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Exemptions from disclosure

Reason for non-disclosure of key personnel details

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Other optional information

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Declarations

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

Signed on behalf of the charity's trustees

Signature(s)

Kristian Caperton

Full name(s)

Kristian Caperton

**Position (eg
Secretary, Chair, etc)**

Treasurer

Date

18/04/2022



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name
1st Goytre Scout Group

No (if any)
1173477

Receipts and payments accounts

For the period from	Period start date 4/1/2020	To	Period end date 3/31/2021
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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 £
A1 Receipts				
Subs	1,216	-	-	1,216
Fund raising	551	-	-	551
Donations & Grants	28,196	-	-	28,196
Group Activities	-	-	-	-
Uniforms/badges	-	-	-	-
	-	-	-	-
	-	-	-	-
	-	-	-	-
Sub total (Gross income for AR)	29,962	-	-	29,962
A2 Asset and investment sales, (see table).				
	-	-	-	-
	-	-	-	-
Sub total	-	-	-	-
Total receipts	29,962	-	-	29,962
A3 Payments				
Hut Levy		-	-	-
Scout Association	1,391	-	-	1,391
Consumables	2,673	-	-	2,673
Uniform/Badges	281	-	-	281
Equipment	2,668	-	-	2,668
Group Activities	482	-	-	482
Building & Utilities	6,426	-	-	6,426
	-	-	-	-
	-	-	-	-
Sub total	13,920	-	-	13,920
A4 Asset and investment purchases, (see table)				
	-	-	-	-
	-	-	-	-
Sub total	-	-	-	-
Total payments	13,920	-	-	13,920
Net of receipts/(payments)	16,042	-	-	16,042
A5 Transfers between funds	-	-	-	-
A6 Cash funds last year end	-	-	-	-
Cash funds this year end	16,042	-	-	16,042

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

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £
B1 Cash funds		-	-
		-	-
		-	-
	Total cash funds	-	-
	(agree balances with receipts and payments account(s))	Agreement Error	OK
B2 Other monetary assets		-	-
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-
B3 Investment assets			-
			-
			-
			-
			-
B4 Assets retained for the charity's own use			-
			-
			-
			-
			-
			-
			-
			-
			-
B5 Liabilities			-
			-
			-
			-
			-
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	
	Kristian Caperton	Kristian Caperton	

CC16a



Last year

to the nearest £

6,107
497
-
4,095
209
-
-
-
10,908

-
-

10,908

2,013
2,689
481
1,359
2,466
1,864
-
-
-
10,871

-

10,871

37
-
-
37



**Endowment
funds**
to nearest £

-
-
-
-

OK

**Endowment
funds**
to nearest £

-
-
-
-
-
-

**Current value
(optional)**

-
-
-
-
-

**Current value
(optional)**

-
-
-
-
-
-
-
-
-

**When due
(optional)**

Date of
approval

4/18/2022

1st Goytre Scout Group Independent Examination of Charity Accounts Report for the Trustees

Working Papers

1. The charity audit threshold applies to these accounts due to gross income of £29,962.29

The audit is not required for any other reason as the conditions are not met.

Gross annual income is less than £1,000,000 therefore the charity qualifies for independent examination and external audit is not required.

Gross income confirmation:

Fundraising	Subs	Grants	Gross Income
530.53	1215.76	28216	29962.29

Gross income is below the audit threshold of £1,000,000

Bank balance at 31/03/2021: £17,421.14

The Charity only has one subsidiary.

The Charity is not a Charitable Company.

It has not been required to recheck the threshold calculation during the examination.

The Charity's income is not more than £250,000.

The charity is eligible for an Independent Examination.

The Royal Charter of the Scout Association has been checked and does not contain a requirement to prepare Accruals accounts. (Appendix A)

The charity is eligible to produce receipts and payments accounts.

2. I, the examiner, confirm that I have no close personal relationships with the trustees that may compromise my independence.

I, the examiner, confirm that I have no involvement in the day to day administration of the charity.

I, the examiner, confirm that I do not currently provide any further services to the charity.

I, the examiner, confirm that there are no circumstances in my judgement that would reasonably lead to the perception that I am not independent.

I, the examiner, confirm that I am sufficiently skilled to carry out the examination and confirm my license for this service under membership of the Association of Accounting Technicians. My membership number is: 1005498

3. The working papers are kept within this document.

There is evidence of appointment on file within the client notes (Appendix B) and letter of engagement (Appendix C).

4. Analytical Review of Charity Accounts:

Independent Expectation:

Reduction in funds from subs and group activities due to the covid 19 pandemic preventing face to face activities.

Increased funds from Grants due to grant availability during Covid 19 pandemic.

Reduced expenses on activities.

Increased expenses on repairs and maintenance of hut utilised while less used.

Differences Between Expected and Reported Accounts:

Nil

Investigation of Cause:

N/A

Evaluation:

There are no surprising elements to these accounts and misstatement appears unlikely.

5. Nil concerns recorded.

A copy of the accounts is on file (Appendix D)

A copy of the Trustee's Annual Report is on file (Appendix E)

Workings relied upon are on file (Appendix F)

No written assurances have been required.

The Independent Examiners report is on file (Appendix G)

There are no matters of material significance about which report must be made directly to the commission.

6. The Constitution of the Scout Group can be found in appendix H

The objectives can be found in Appendix I

The organisational structure of 1st Goytre Scouts can be found in Appendix J

The Activities are in Appendix K

Accounting records can be found in appendix D

7. The specific examination procedures appropriate to the charity are :

A) Vouch some transactions to test the accounting records have been kept to the required standard

B) Check that one or more significant items shown in the accounts agree with the accounting records checked.

This is the first independent examination required and therefore there are no actions from last year to review.

Financial risks are minimised through a double-layered approach to authorisation of expenditure and minute keeping in meetings. However, accounts appear to be out of date, which may pose a small financial risk.

This will be kept in mind for the report.

Discussions with trustees show that there are no employees, accounting records have been kept by Kristian Caperton, Treasurer for 2-3 years, the 1st Goytre Scouts follow the policies and procedures of the wider Scout Association, which are rigorously reviewed. There is one bank account requiring double-layered authorisation for all payments, all meetings are minuted by the secretary and all payments of subs and uniform are made by parents through a central Scout Association platform online before being paid to the group itself.

I have been informed that there is more income this year due to grants made available due to Covid 19 and that more work has been carried out on the Scout Hut due to it being less used throughout the pandemic.

8. The Accounting records for the period are up to date, readily available and provide basic information on the charity's financial position at the year end.

They contain details of all the income and expenditure, date and nature of the income and expenditure.

There are no liabilities.

Relevant documentation is kept by the treasurer.

No corrections have been made to the accounting records during the examination.

The trustees have not completed a formal review of the financial controls in the year recorded and follow the Scout Association policies and procedures.

There is nothing requiring report to the commission.

9. The accounts (Appendix D) have been prepared in line with the underlying accounting records (Appendix F) and match the bank statements through which all transactions related to the charity are recorded.

The accounting records do contain source documents such as invoices, supplier statements, purchase orders and all transactions are recorded on bank statements.

There is nothing to report to the commission.

10. There are no notes required disclosing related party transactions as receipts and payments accounts have been prepared.

11. There are no separate funds for the charity- all income and expenditure is through one bank account.

No significant estimates or judgements have been made within the accounts.

12. There are no outstanding invoices at the year end, which has been confirmed by the Treasurer.

Reserves policy is unclear from the Trustees Annual Report which states: "The 1st Goytre Scouts have received funding from local government grants and the funds will be used towards improving the Scout provision." However, the examiners report will point the group towards the Scout Association's TAR Example for advice.

There are no concerns for escalation to the commission.

13. The charity is a non-company charity with a gross income of £250,000 or less and therefore is eligible to produce a receipts and payments accounts.

There are no implications for the examiners report or commission.

14. Significant differences in receipts and payments of this year vs prior year:

A) Scout group subs income have reduced by 80% due to Covid 19 Pandemic

B) Group Activities income have reduced by 100% due to Covid 19 Pandemic

C) Uniform and badges income has reduced by 100% due to Covid 19 Pandemic

D) Grant income has increased by £28,196 due to Covid 19 Pandemic

E) Significant reduction in spend on group activities due to Covid 19 Pandemic

F) Significant increase in expenditure on buildings but the trustees report this is due to increased grant income and reduced use of the hut during the pandemic

Sufficient explanation for all differences has been provided by the trustees and income is consistent with known fundraising sources such as council grants. Expenditure is consistent with the activities of the charity and improving the scout hut.

There is no evidence that there is a lack of internal financial controls and there is no evidence that these are not functioning as they should.

There are no additional procedures necessary.

15. There is no material difference in the figure for reserves in the TAR and the accounts.

There is no material difference between the accounts and the TAR.

There are no implications for the examiners report or the commission.