



Trustee's Annual Report & Statement of Accounts

1st April 2020 to 31st March 2021

1st Downton Scout Group

(Registered Charity Number 1183184)

Trustee's Annual Report & Statement of Accounts

Covering the period 1st April 2020 to 31st March 2021

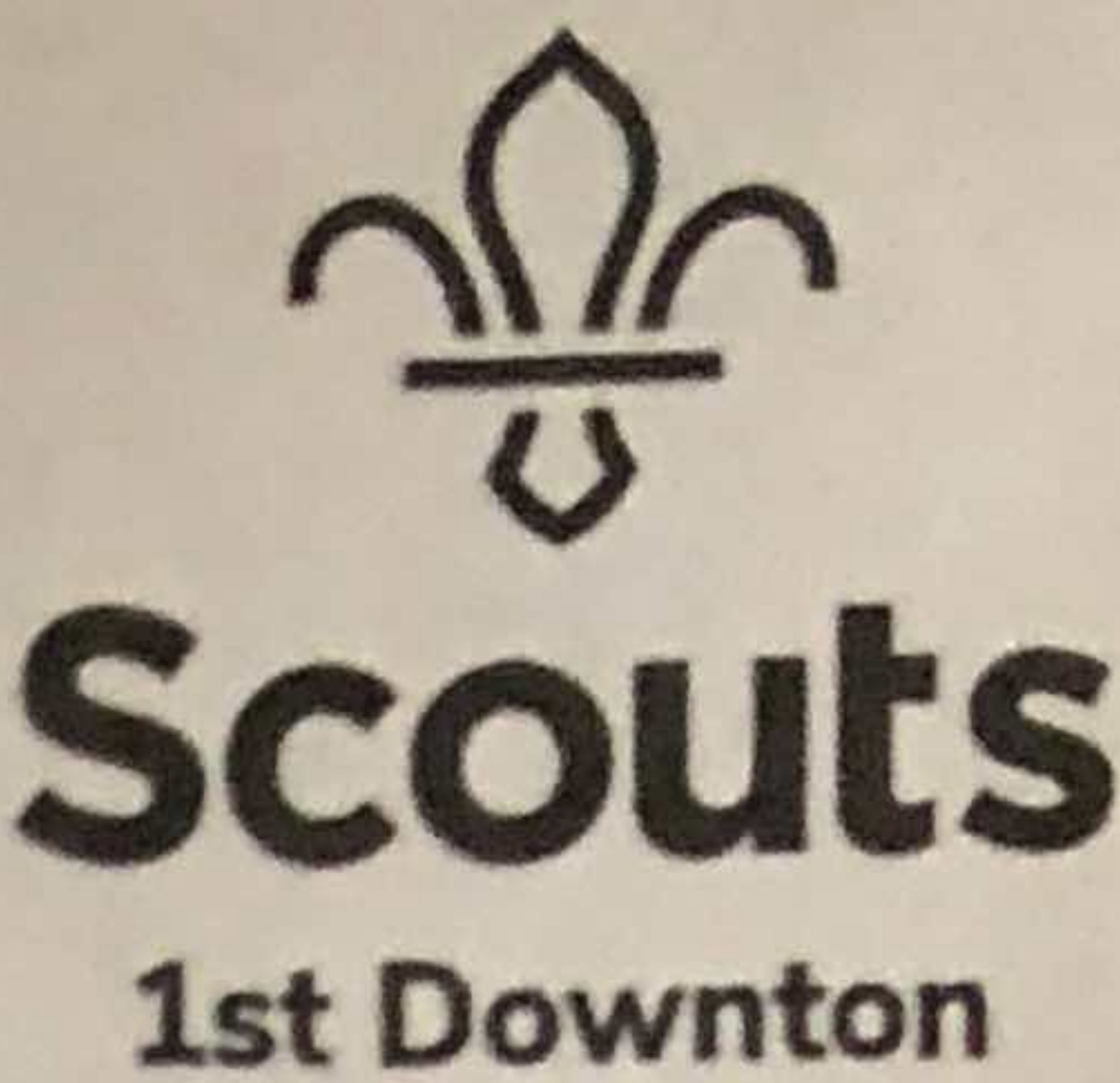


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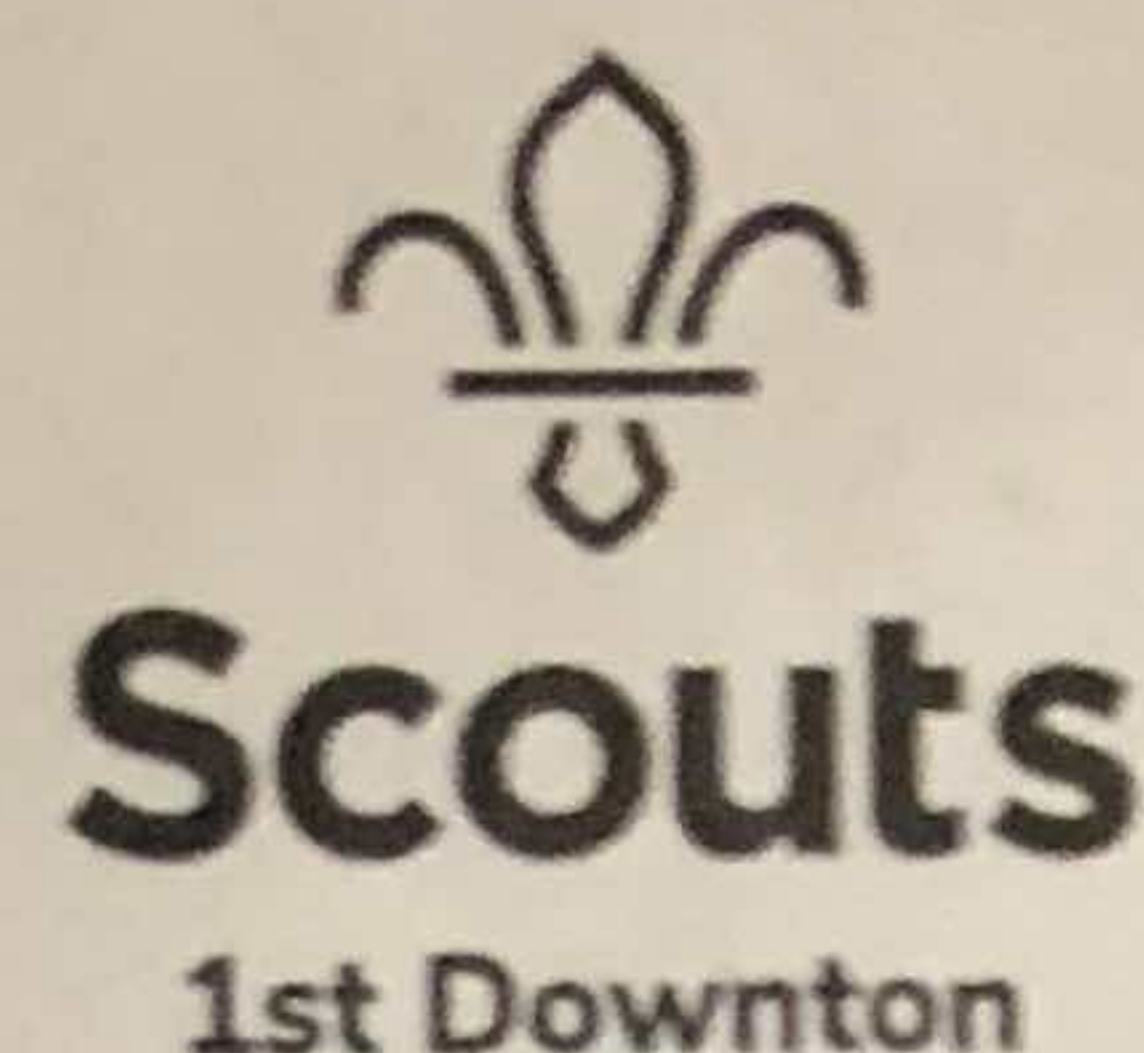
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Trustee's Annual Report

Covering the period 1st April 2020 to 31st March 2021



Section A: Reference & administration details

Group/Charity name: 1st Downton Scout Group

Registration details: Registered Charity Number: 1183184
Scout Headquarters Registration Number: 10014378

Principal Address: The Scout Hut
Barford Lane, Downton
Salisbury SP5 3PY

Name of the charity trustees who have managed the charity (if no dates are shown then the trustee has served for the whole period this report covers):

Ex-officio	Mr I S Porter	Group Scout Leader (Acting)
Ex-officio	Mr P Ulliyatt	Group Chair
Ex-officio	Mrs S L Hurst	Group Secretary
Ex-officio	Mrs L D Kynaston	Group Treasurer
	Mr J C Edwards	Section Leader – Beaver Scouts
	Mr J P Borwell	Section Leader – Cub Scouts
	Mr K M P Hill	Section Leader – Scouts
Elected member	Mrs E M Porter	(until 29 th September 2020)
Elected member	Mrs N Caldwell	(until 29 th September 2020)
Elected member	Ms R L Cornell	(from 29 th September 2020)
Elected member	Mr R S Arnold	(from 29 th September 2020)
Elected member	Mrs R L Broyd	(from 29 th September 2020)
Nominated member	Mr C Tregenza Dancer	(from 29 th September 2020)
Nominated member	Dr R J Challis	(from 29 th September 2020)

The ownership of the building of the Group (and the land upon which the building stands) are vested in:

The Scout Association Trust Corporation
c/o The Scout Association
Gilwell Park
London E4 7QW

The Group Executive have appointed the following Independent Examiner, in accordance with Charity Commission regulations:

Mr I Henderson
Retired Accountant

Section B: Structure, governance and management

A description of the charity's trusts.

Type of governing document:	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:	The Group is a trust established under its rules which are common to all Scouts within the United Kingdom, as laid out within the chapter entitled "The Scout Group" in the Policy, Organisation and Rules of The Scout Association.
Trustee selection methods:	The Trustees are appointed or elected in accordance with the Policy, Organisation and Rules of The Scout Association.
Additional governance information: a) the induction and training of trustees	The Group is led by the Group Scout Leader, who is supported 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 the Chair, Treasurer and Secretary together with the Group Scout Leader, individual section leaders and parent's representation and meets at least three times a year. 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 their appointment 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.

b) trustee' consideration of major risks and the systems and procedures to manage them

Management of Risk

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. 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 two large fundraising events. The group does hold a reserve to ensure the continuity of activities should there be a major reduction in income. The Executive Committee accept that there's a risk of reduced income from these events – the Cuckoo fair and the Fireworks evening – and is currently seeking to maximise income from Gift Aid and the Co-op Local Community Fund. To further mitigate these risks, the Executive Committee could raise the cost 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 whole group, there would have to be a contraction, consolidation or closure of a section. In the worst-case scenario, this could result in 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 may be required. The likelihood of this occurrence is low and is further mitigated by the fact that each section has a waiting list and register of interest.

Financial Control

The group has in place systems of internal controls that are designed to provide reasonable assurance against material mis-management or loss, these include having 2 signatories for all payments and comprehensive insurance policies to ensure that insurable risks are covered. Payments for expenses and suchlike are approved by either the Group Scout Leader or the Group Chair, before payment.

Section C: Objectives & activities

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

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.

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.

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.

Summary of the main activities in relation to these objects

The Group has active and dynamic Beaver, Cub and Scout sections, catering for young people aged between 5.75 and 14.5 years. The sections have undertaken a wide range of activities in pursuit of the Scout's Top Awards schemes, and in addition to this badgework, the leader teams focus on providing opportunities for the young people to make new friends, have the opportunity to try something new, and also develop qualities such as confidence, resilience and determination – skills for life. In addition, the group has the support of several 14 to 17-year olds, in the capacity of young leaders. These young people benefit from membership of the Scouts, are supported at District level, whilst supporting sections in our Group.

Public benefit statement

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. Two key principles demonstrating that Scouting's aims are for the public benefit are that, through the Scout method, young people develop towards their full potential and that there is a clear link between the benefits for young people and the purpose of Scouting.

Section D: Achievements & performance

Summary of main achievements

The 1st Downton Scout Group provides the opportunity to take part in Scouting and related activities to 80 young people within Downton and the surrounding villages. Beavers run on Thursdays, Cubs on Tuesdays and Scouts on Fridays and each section has an enjoyable and engaging programme.

Across the sections, efforts have been made to encourage wider participation in its activities from parents and other family members. Although there is further advances to be made in this area, we have been encouraged to see the recruitment of new members of the leadership team in Beavers and Cubs, and the involvement of parents in themed evenings within the Scout section, and will continue to encourage parents to become involved with the Group Executive Committee and other volunteering roles.

Like in all walks of life, this last year's Scouting has been dominated by the Covid pandemic. And despite the enormous restrictions it placed on being able to deliver anything like a near-normal programme of activities, the troop has done a fabulous job.

Zoom in our Sections been able to "meet". Online games, challenges and cookery were among the inventive ways we kept things running. Whilst it was a godsend to be able to communicate, I think I speak for all by saying that scouting just isn't the same through Zoom.

In the brief spells the Scouts have been able to meet this year, we've generally met at the hut for adventures on foot and on bike around the Downton area. The Scouts have participated in bivouac camps as well as a recent 4-day patrol camp which included activities such as shooting, climbing, Purbec walks, sea swimming, archery, Corfe castle, and Swanage railway. The beavers have been building dens and trying their hand at climbing, whilst the Cubs have had a two night camp, and have tested their canoeing skills and braved the heights of the high ropes course.

We have programmed in some camps for October and November in the hope that restrictions will not return. The cubs have a wide range of district based competitions – challenge flag and 6-a-side football to name a few.

We really have our fingers crossed as last year saw all our camps cancelled. The Scouts' Pigeon patrol are also looking to complete their expedition and Chief Scouts Gold award by Christmas - good luck guys.

I must commend our outstanding team of volunteer Leaders. They have really held this Troop together this year and kept things running. Also, in the background, we have our Executive of volunteer trustees that provides support and governance to the Group. **Thank you all.**

Plans for the future

This past financial year has seen a return to Face-to-face Scouting, and another suspension! This has thwarted some of our plans, so notwithstanding the pandemic, over the coming year(s), the Group Executive will continue to:

- work to form an Events support team from the wider Scout Group;
- work to promote the Scout Group within the local communities of Downton and the surrounding villages;
- address the need for Scouting provision for those aged 14+, and also address waiting lists in Beavers and Cubs, alongside Salisbury & South Wilts District and the Regional Services Team (Scouts HQ) by attempting to create second sections;
- further develop and improve the facilities at the Scout hut; and
- explore and exploit opportunities to secure sources of income.

Section E: Financial review

Reserves policy

The Group's policy on reserves is to hold enough 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, approximately £12.5k.

Financial performance

This year, due to the COVID-19 pandemic, we have not been able to raise funds undertaking the usual events and activities. The group has been in receipt of rate relief from Wiltshire Council, and has been able to claim funds in line with local government advice during periods of restrictions or lockdowns.

At financial year end, the Group is in a strong position with reserves of £12,500, plus £22,090.63 held in general funds, and £4011.55 held in designated funds, for the purpose of continued development and refurbishment of the Scout hut and grounds and the Chalk Pit activity/camping site. The group has also been able to undertake the Scout hut refurbishment project and has actively raised funds for this. More information is included in Section F below.

Events and activities are run on the basis that each instance is self-funding, except where agreement has been sought from the Group Executive Committee to subsidise.

Investment policy and objectives

The Group Executive Committee's view is that the Group does not have sufficient funds to invest in longer term investments, and has made the decision to utilise high street banks and building societies to hold funds and reserves.

Section F: Scout Hut Refurbishment Project

Background

In January 2021, as Scouting activities were restricted once again, work started on the long awaited kitchen and toilet works at the Scout hut. Funding sources were secured and a contractor appointed.

Scope of works

As well as three new WCs and new kitchen, we also commissioned the creation of an external kitchen/wash-up area at the far end of the Scout hut, which would be protected by a timber lean-to.

This work has been completed, with the exception of some snagging work that's still outstanding.

Funding sources

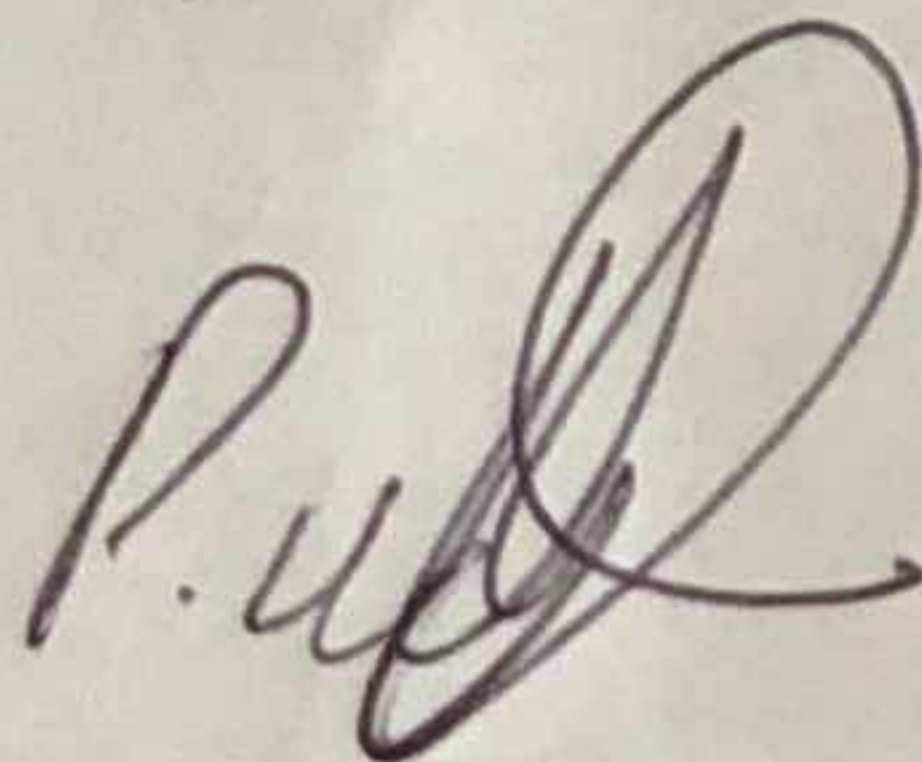
The Group executive would like to thank the agencies and organisations that have supported this project. The income received is summarised below.

Source	Income £
Downton Parish Council	2,000.00
Redlynch Parish Council	500.00
Hale & Woodgreen Parish Council	300.00
South Wilts Area Board Wiltshire Council	4,500.00
Bernard Sunley Foundation	3,000.00
Landfill Community Fund	9,000.00
Co-op Community Fund	3,460.00
Persimmon Homes*	1,000.00

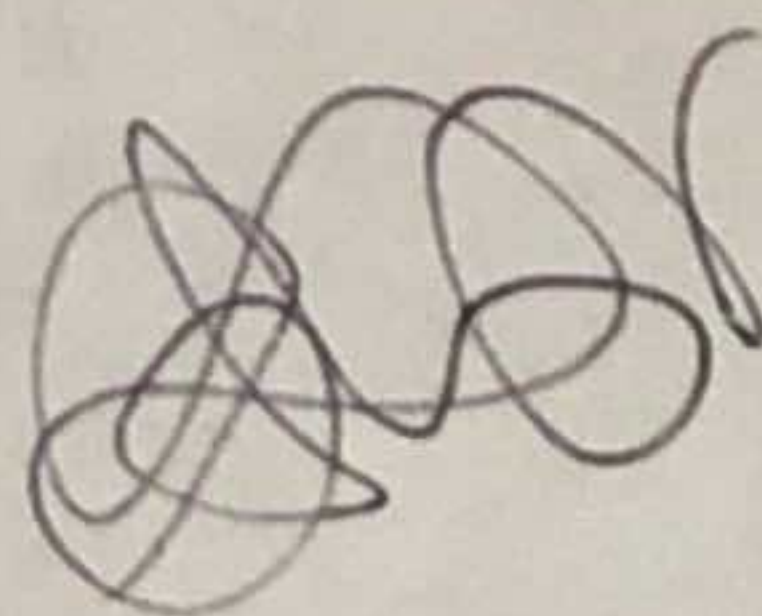
* Persimmon Homes Community Grant was used as a Contributing Third Party Payment in relation to the Landfill Community Fund application, in order to secure the full grant amount.

Section G: Declaration

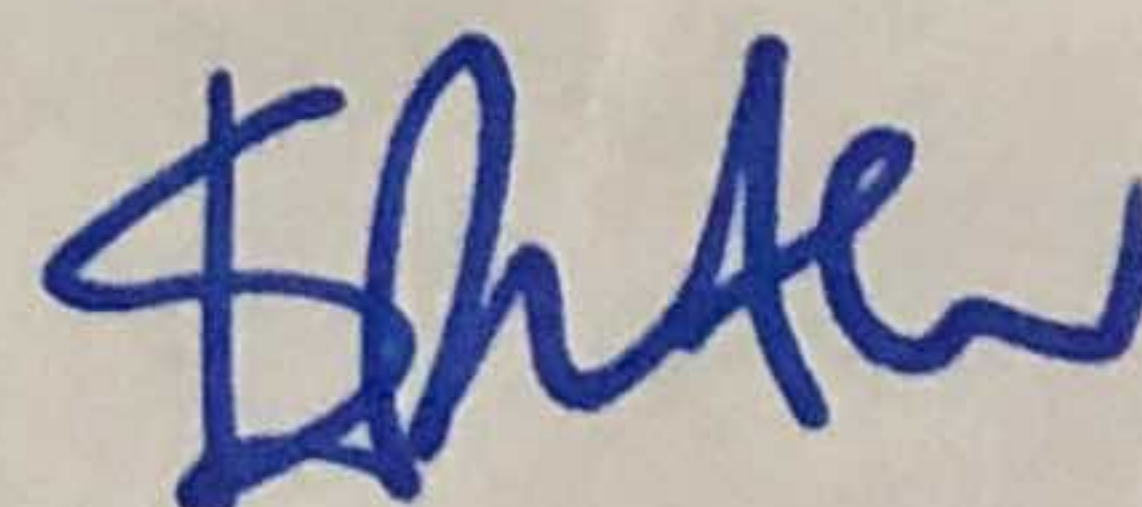
The trustees declare that they have approved this Annual Trustee's Report, and is signed to indicate approval, on behalf of the charity's Trustees, on 18 September 2021:



Mr P Ulliyatt
Group Chair



Mrs S Hurst
Group Secretary

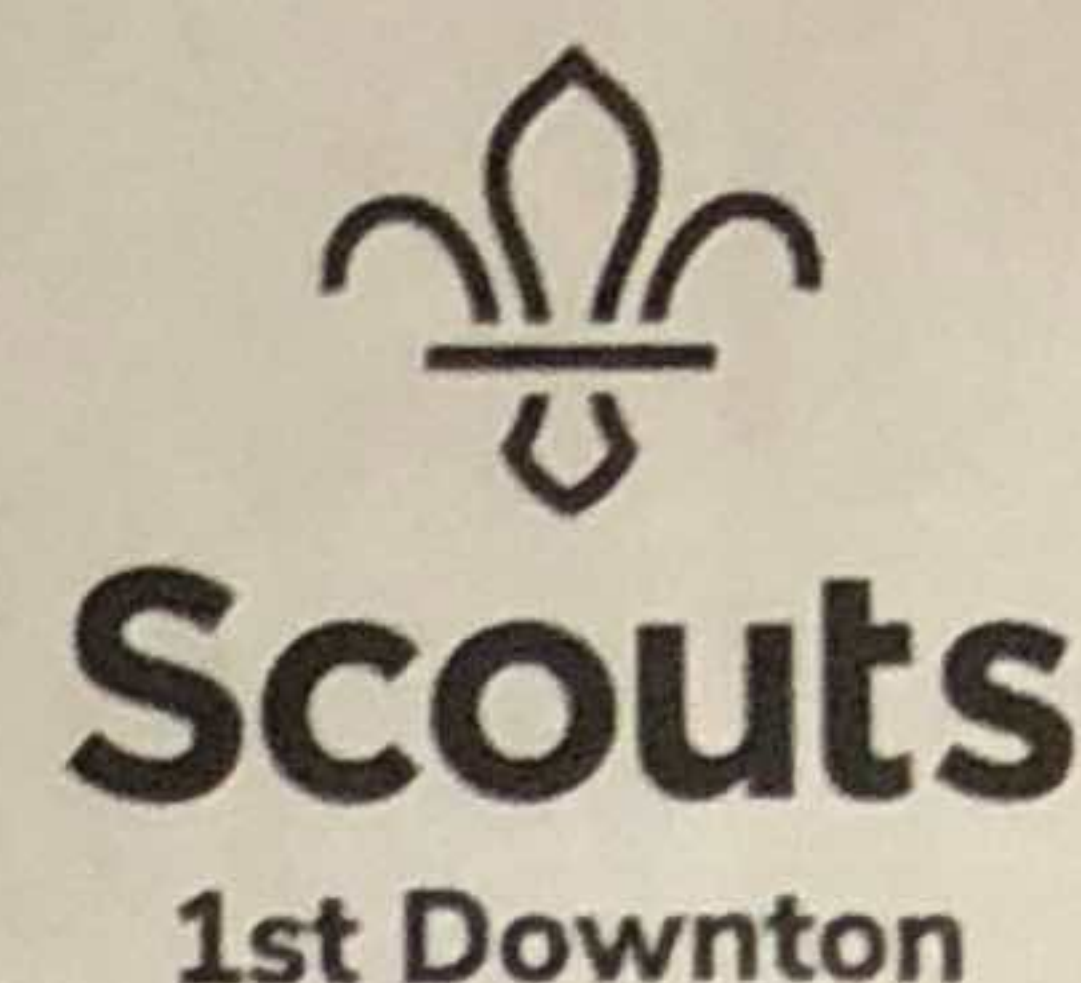


Mr I Porter
Group Scout Leader
(Acting)

The original signed document will be presented to The Charity Commission.

Statement of Accounts

Receipts & Payments Account covering the period 1st April 2020 to 31st March 2021



	Exp' Note	Y/e 31 March 2021	Y/e 31 March 2020
		Unrestricted funds	Unrestricted funds
Receipts		£	£
Bonfire income		-	5,142.05
Cubs programme camp		-	432.20
Cubs programme trip		-	337.31
Cuckoo Fair income 2019	2	-	5,910.28
Charitable Donation		23,760.48	11.27
Covid grant	4	20,532.00	-
Gift Aid	5	3,060.09	-
Hut hire		35.00	85.00
OSM income		6,005.02	12,740.87
Subs		267.50	481.00
Capitation	1	(3,915.00)	(3,995.00)
Total net Receipts		49,745.09	21,144.98

Payments - General

AGM expense		-	(437.54)
Badges and uniforms		(269.00)	(445.91)
Bonfire expense		-	(4,726.94)
Cuckoo Fair expense 2019	2	-	(2,801.44)
Cuckoo Fair expense 2020	2	-	(174.00)
Insurance		(996.66)	(855.24)
Materials and equipment		(40.00)	(450.00)
OSM subscription		(50.00)	(91.71)
Total General payments		(1,355.66)	(9,982.78)

Payments - Beaver Programme

Beaver programme expense		(107.81)	(140.97)
Beaver programme trip		-	(546.50)
Total Beaver payments		(107.81)	(687.47)

Payments - Cubs Programme

Cubs programme camp		(50.00)	(4,683.40)
Cubs programme expense		(1,192.66)	(1,478.89)
Cubs programme trip		-	(866.51)
Materials and equipment		-	(20.00)
Total Cubs payments		(1,242.66)	(7,048.80)

Payments - Scout Programme

Materials and equipment		-	(47.00)
Scout programme camp		-	(1,313.51)
Scout programme expense		(326.81)	(102.28)
Scout programme trip		-	(375.00)
Total Scout payments		(326.81)	(1,837.79)

Payments - Scout Hut

Scout Hut refurbishment	3	(19,748.45)	-
Electricity		(648.00)	(806.00)
Internet/mobile		(272.12)	(246.00)
Repairs and renewals		(905.31)	(5,128.74)
Water and sewerage		(61.50)	(44.00)
Total Scout Hut payments		(21,635.38)	(6,224.74)

Total payments		(24,668.32)	(25,781.58)
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Net of receipts/(payments)		25,076.77	(4,636.60)
Cash funds last year end		13,525.41	18,162.01
Cash funds this year end		38,602.18	13,525.41

Cash funds

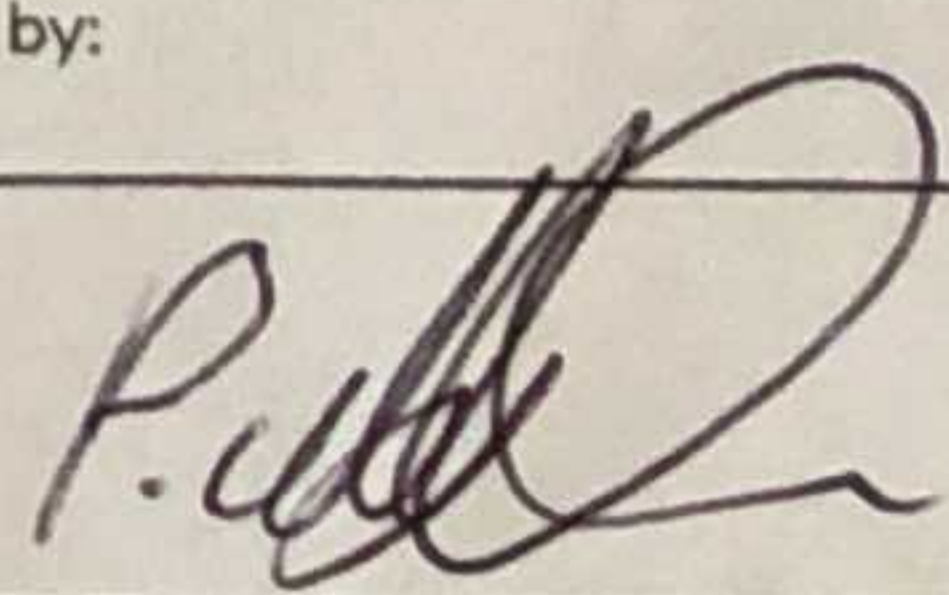
Santander current account closing balance		968.67	968.67
Santander deposit account closing balance		1,557.55	1,557.55
Lloyds bank account closing balance		36,075.96	10,999.19
Total cash funds		38,602.18	13,525.41

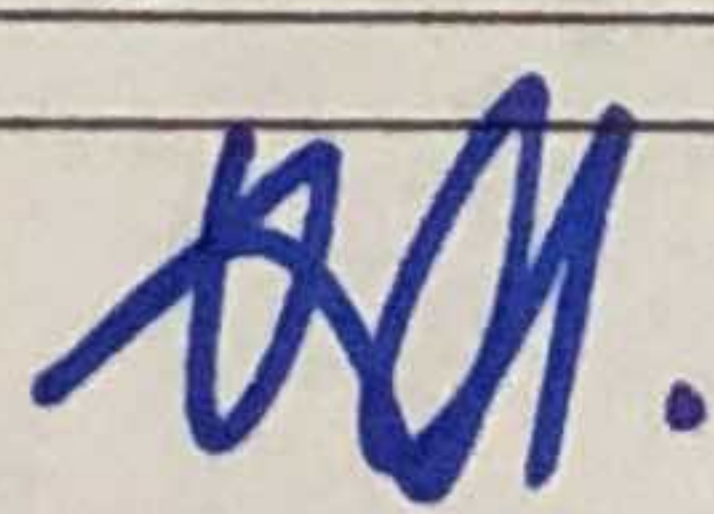
Explanatory notes

1. Capitation are fees paid to Salisbury & South Wilts District Scout Council, and onwards to UK Scouts HQ as membership of The Scouts.
2. No income or expenses were incurred during 2020/21 owing to the abandonment of the the Cuckoo Fair as a consequence of the Covid 19 epidemic.
3. includes improvements to the kitchen, WCs and outside wash-up area at the Scout hut. The works have been funded entirely by charitable contributions, grants, gift aid and from other external sources. These are restricted funds. A majority of costs for this project are represented in the 2020/21 financial year. Some costs were incurred in April 2021 which will show in 2021/22.
4. Covid-19 grant shows the total income resulting from the local restrictions grants available to charities and other organisations, from the UK government, administered by Wiltshire Council.
5. During FY2020/21, the group has been able to reclaim the past four years of Gift-Aid subscriptions payments from HMRC. The group will now claim this annually.

Declaration

This receipts and payments account and statement of assets and liabilities were approved by the Trustees on 18th September 2021 and signed, to indicate approval, on their behalf by:


Mr P Ulliyatt
Group Chair


Mrs L Kynaston
Group Treasurer



CHARITY COMMISSION
FOR ENGLAND AND WALES

Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the trustees/
members of

1st Downton Scout Group

On accounts for the year
ended

31st March 2021

Charity no
(if any)

1183184

Set out on pages

9

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **31/03/2021**.

Responsibilities and basis
of report

As the charity's trustees, 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 Trust's 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 (other than that disclosed below *) which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

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.

** Please delete the words in the brackets if they do not apply.*

Signed:

Date:

18.9.2021

Name:

Ian C Henderson

Relevant professional
qualification(s) or body
(if any):

Retired Accountant

Address:

13 Maple Close, Sandford, Dorset.

BH20 7QD

Section B**Disclosure**

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

IER

October 2018