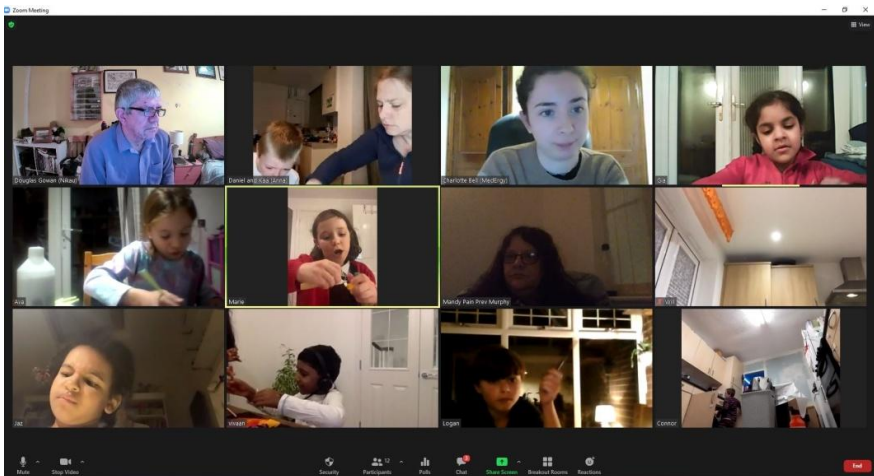


## BASINGSTOKE AIR SCOUTS

### ANNUAL REPORT and ACCOUNTS (unaudited) FOR YEAR ENDED 31<sup>st</sup> MARCH 2021

AGM Date 7<sup>th</sup> Sept 2021



**Headquarters: Base 2000 Carpenters Down, Popley, Basingstoke. RG24 9AE**

<b>Group Scout Leader:</b>	<b>Colin Karlake</b>	<b>07796 772500</b>
<b>Assit' Group Scout Leader:</b>	<b>Douglas Gowan</b>	<b>07733 325498</b>
<b>Group Chairman:</b>	<b>Richard Townsend</b>	<b>01256 358175</b>
<b>Group Secretary:</b>	<b>Currently vacant</b>	
<b>Group Treasurer:</b>	<b>Shirley Townsend</b>	<b>01256 358175</b>

**Headquarters registration 42755**

**Charity number 267734**

# **BASINGSTOKE AIR SCOUT GROUP**

## **Report & Accounts for the year ending 31 March 2021**

### **MEMBERS OF THE GROUP EXECUTIVE COMMITTEE (CHARITY TRUSTEES)**

#### **TRUSTEES: *Ex-Officio***

Group Chairman	Richard Townsend
Group Secretary	Vacant
Group Treasurer	Shirley Townsend
Group Scout Leader	Colin Karslake
Beaver section rep	Mandy Pain
Cub section rep	Anna-Carin Hansen
Scout section rep	Jean-Paul Keetch

The District Commissioner and the District Chairman have the right of attendance but are not trustees of the Group.

- ♦ *The Group is a trust established under its rules which are common to all Scout Groups*
- ♦ *Trustees are appointed in accordance with the Policy, Organisation & Rules of the Scout Association.*
- ♦ *The Annual Report and Accounts were approved by the trustees on tba and signed on their behalf by D.Fisher.*

#### **BANKERS**

Lloyds Bank plc,  
2 Winchester Street, Basingstoke. Hants. RG21 7EB.

The Scout Association Short-term Investment Service,  
Gilwell Park, Bury Road, Chingford. London E4 7QW.

Contact,  
Shirley Townsend (Group Treasurer).  
33 Englefield Way, Marnel Park, Basingstoke, Hants. RG24 9SF  
(01256) 358175

## Trustees Report

Pretty much a year of 'Zooming'! What a very different year it has been for us all leaning to adapt to our new and hopefully temporary way of living. Obviously as we haven't been able to hold any face to face meetings we looked toward to the internet and digital communication to keep the group together. We were lucky that a deal was struck by Scout headquarters for the use of the 'Zoom' app by Scout groups across the UK. Many great ideas were hatched by the Leaders, such as many great games that could be adapted to enable them to be played on Zoom. I do remember that in the early weeks of Zoom, we had little time to play games or do any activities. As it had been around two months since any of the kids had seen anything of each other there was so much to catch up with. From the beginning of using Zoom it was decided as we only had limited numbers that we would meet online as a whole group, instead of the normal three sections. Most weeks we had an average of a dozen or so joining us, and there was one that didn't miss a single week!

Financially it has been a very different year too. We have had no income from hall bookings, which in the early days of lockdown was starting to cause some concern. Fortunately deals were struck with the service providers to lower our outgoings on things like the water service charge. But there was light at the end of the tunnel when we found out that as a charity building owner we were entitled to grants to see us over the year. As this was slightly more than we expected, we were able to complete a few projects that were on hold. The most exciting of them all, well I think it was anyway, was the installation of new heaters in both of the halls. The existing heaters were old and very inefficient, sending most of the heat into the roof space. The new heating works on a similar principle as the sun, and should be much more efficient. In the short time that the hall was used over the winter months I was actually asked to turn the heating down!

Despite us all having had our own challenges over this past year, many thanks are due to the Leaders and Committee members, for helping to keep the group running over this very challenging year. Finally a big thanks to yourselves, for encouraging your child to 'stick with it'. Oh' and for supplying your child with an internet connection and digital device over this past year!

**Colin Karslake,  
Group Scout Leader**

## Beaver & Cub Scouts Section Report.

Well, what a different year the last 12 months have been, April 2020 kicked off with the Leadership team working remotely on how we could keep Scouting going during what was then only expected to be a couple of weeks, before we would then be back to normal face-to-face meetings.

May came round and the ideal solution to keep the young people engaged and the ability to hold weekly meetings once again if only in a Virtual way, in the form of a Scout Association arranged free Zoom Licence, so began 11 months of looking at each other on computer screens.

To test the interest in meeting this way, it was decided to run the first meeting as a combined Cub & Beaver one, as turnout from both sections was low it was decided that we would continue with this format, with an average of 6 Beavers & Cubs attending each week's meetings. Feedback from some of the parents of the Young People who did not attend was they were on Zoom all day for school and did not like it much so didn't want to do Beavers or Cubs this way as well, but they would return when we started Face-to-face again, unfortunately we also lost a number of Beavers & Cubs during lockdown due to them not being interested in returning.

So, here is a look at some of the things we got up to in the world of Zoom.

One of the first activities we had was a virtual pet show, with the Beavers, Cubs & Leaders showing off their pets, and having to tell the rest of the group all about them and they liked to eat and if they had any bad habits.



We had a couple of guest speakers come and talk to us, the favourite one was Megan and her dual-purpose Guide/Assistance Dog Rowley, Megan talked about her disabilities and how Rowley helps her lead an independent life. We also had Dan from the Museum of Arm Flying come and talk to us and give us a virtual tour of some of the museum collection. Our final visitor was our old Scout Leader Andy to talk about his job in the Air Force and the role he has in the Battle of Britain Memorial Flight.

Other activities have included a Magic Show, Scavenger Hunts, Air Activities, Cooking, Drawing, a virtual Halloween party with loads of spook costumes and games and ending the year with a family Christmas party complete with the Big Family Christmas Quiz.

Despite not being able to meet face-to-face & the limitations of Zoom we were still able to complete, or part complete the requirements to several Challenge & Activity Badges, so will be looking at completing these and presenting them once we start meeting face-to-face again.

The other decision we took, which we do not normally do was to continue to meet over the school holidays, which gave everyone something to do and the Beavers & Cubs something to look forward to each week, the exception to this was Christmas when we had a week off to recharge the batteries.

As the end of the first lockdown was announced and there was so to say light at the end of the tunnel to enable face-to-face meetings to resume we started to prepare our Re-Start Plan and Risk Assessments for approval by District, that would enable us to meet properly again, unfortunately by time we were approved the second lockdown came into force, meaning we had to continue on Zoom, now with the 1<sup>st</sup> stage of the 2<sup>nd</sup> lockdown coming to an end on the 24<sup>th</sup> March, we are busy working on plans to restart meeting face-to-face in May

And to finish off, I would like to share with you one of the many comments we have received from one of the parents during our time of online meetings.

*Can I just say a massive thank you for all you do! We were just saying how Cubs has been a wonderful constant throughout these weird times. I vividly remember the first zoom meeting - the wonderful feeling that my children were interacting with their peers for the first time in ages. You've kept it up without a break and it has been totally amazing, It has been truly wonderful - more beneficial than you know for their mental health – Thank you!!*

**Douglas Gowan**  
**Assistant Group Scout Leader**

## Scout Section Report

As the first lockdown came into effect, the difficult decision was made to put the scout section into recess due to lack of numbers, we had 3 of the 4 Scouts, who had reached the upper age limit, and with no Cubs due to move up until at least August 2021 and with little possibility of being able to recruit, it was deemed not viable to run the with only one Scout.

Leadership issues also contributed to the decision to temporary close the Troop, Kevin our Scout leader due to current work commitments took the difficult decision to step down from being Scout leader. So we wish all the best and maybe we will see him back in the near future.

The plan is to re-launch the Scout Section, leader permitting, after the summer holidays 2021, with a load of fresh-faced Cubs start on the next stage of their scouting adventure.

**Douglas Gowan**  
**Assistant Group Scout Leader**



## Treasurer's Report 2020/2021

A really strange year with COVID 19 we expected a very poor year and no income. We have been very lucky and were entitled to several grants from government and the local council to help keep the hall running and to cover the loss of income. The grants have totalled £20,7088.00 which has enabled us to do several things:

We have written off the debts owed by several users of the hall, we felt that this was the right thing to do as their income was low or non-existent during the lockdowns.

The grants have also enabled us to do some upgrading of the hall, including fitting new lights and a more economical and environmental heating system.

We did transfer £2,500.00 over from the investment account at the start of the first lockdown which remains in the current account and is shown under income

The restrictive funds for the Guide Dogs still remains along with the grant we were giving for parascending.

As the gross income, this year does slightly exceed £25,000 the trustees agreed that the accounts should still be prepared on a receipts and payments basis in accordance with the requirements of The Scout Association's Policy as this is an exceptional year and very unlikely to be repeated, Organisation & Rules and "Guidance on the Accounting and Audit Requirements for Groups and Districts June 2010". Last year the accounts were also prepared on a receipts and payments basis.

**Shirley Townsend,**  
**Treasurer.**

### Receipts & Payments Account Summary for the year ending 31<sup>st</sup> March 2021

	Unrestricted £	Restricted £	Total £	2019/2020 £
Total receipts for the year	25,931.25	00.00	25,931.25	6,749.33
Total payments for the year	9,738.19	00.00	9,738.19	7,333.01
<b>Net receipts (payments)</b>	<b>16,193.06</b>	<b>00.00</b>	<b>16,193.06</b>	<b>(583.68)</b>
Transfers between funds	0.00	0.00	0.00	0.00
Cash, bank etc. brought forward	14,026.75	1,237.65	15,847.40	
<b>Cash, bank etc. carried forward</b>	<b>27,719.13</b>	<b>1,237.65</b>	<b>28,956.78</b>	

## RECEIPTS FOR YEAR ENDING 31<sup>ST</sup> MARCH 2021

	2020/21		2019/20	
	£	£	£	£
MEMBERSHIP SUBSCRIPTIONS	1,083.85		1,904.56	
District, County & HQ				
Add rebate		<b>1083.85</b>	1,9405.56	<b>1,904.56</b>
INVESTMENT Account				
Transfer from account	2,500.00	<b>2,500.00</b>	00.00	<b>00.00</b>
DONATIONS ETC.				
Donations				
COVI 19 Grants	20,708.00			
	0.0	<b>20,708.00</b>	00.00	<b>00.00</b>
PREMISES ETC				
Use of premises	363.75		4,210.30	
Telephone	0.00	<b>363.75</b>	0.00	<b>4,210.30</b>
ACTIVITIES				
Camps and Activities	00.00	<b>00.00</b>	601.50	<b>601.50</b>
FUND RAISING				
Easy Fund Raising	25.80	<b>25.80</b>	32.97	<b>32.97</b>
ADMINISTRATION				
Electricity Refund	1,249.85	1,249.85	00.00	<b>00.00</b>
Guide Dogs Restricted Funds	0.00	<b>00.00</b>		<b>00.00</b>
<b>TOTAL RECEIPTS FOR THE YEAR</b>		<b>£25,931.25</b>		<b>£6,749.33</b>



## PAYMENTS FOR THE YEAR ENDED 31<sup>st</sup> MARCH 2021

	2020/21		2019/20	
	£	£	£	£
<b>PREMISES</b>				
Electricity	2,570.70		1,270.18	
Water	188.17		748.80	
Telephone	00.00		78.73	
Fire equipment maintenance	96.72		97.44	
Security equipment maintenance	00.00		00.00	
Housekeeping	00.00		53.74	
Insurance	591.50		590.69	
MPLC Licence	00.00		30.39	
Building upgrade	4,008.33		00.00	
Building equipment maintenance	0.00		188.83	
Maintenance including upgrade costs	168.00	<b>7,623.42</b>	196.76	<b>3,,352.28</b>
<b>ACTIVITIES</b>				
Camps and Activities Refunded	214.00		2,381.50	
Miscellaneous expense	00.00	<b>214.00</b>	580.06	<b>2,961.56</b>
<b>LEADERS</b>				
Training & resources	0.00		0.00	
Uniform & subsidy	0.00	<b>00.00</b>	0.00	<b>00.00</b>
<b>MAAEMBERSHIP SUBSCRIPTIONS</b>	1,884.75	<b>1,884.75</b>	1,000.00.	<b>1,000.00</b>
<b>FUND RAISING EXPENSES</b>				
Fetes etc.	00.00		00.00	
Sponsored walk	0.00	<b>00.00</b>	00.00	<b>00.00</b>
<b>CAMPING &amp; ACTIVITIES EQUIPMENT</b>				
Activities equipment	00.00		00.00	
Camping equipment	00.00	<b>00.00</b>	00.00	<b>00.00</b>
<b>ADMINISTRATION</b>				
Administration costs			19.17	
Go Cardless Charges	16.02	<b>16.02</b>	0.00	<b>19.17</b>
<b>TOTAL PAYMENTS FOR THE YEAR</b>	<b>£9,738.19</b>		<b>£7,331.01</b>	

## Statement of Assets & Liabilities at 31<sup>st</sup> March 2021

	This year £	Previous year £
<b>MONETARY ASSETS</b> (cash, bank & similar funds)		
Lloyds Treasurer's Account	17,042.92	831.86
Short term investment account	11,323.30	13,823.30
Cash in hand (including sections)	590.56	608.56
	<b><u>£28,956.78</u></b>	<b><u>£15,263.72</u></b>
<b>OTHER MONETARY ASSETS</b>	<b>Nil</b>	<b>Nil</b>
<b>INVESTMENT ASSETS</b>	<b>Nil</b>	<b>Nil</b>
<b>NON-MONETARY ASSETS</b> (assets for Charity's own use)		
1. Brick built headquarters, Base 2000, situated at Carpenter's Down, Popley, Basingstoke. RG24 9AE and insured for £243,215. The land on which it is situated is held on a 25 year lease from Basingstoke & Deane Borough Council dated 28 <sup>th</sup> September 2000 which is held in trust by the Scout Association Trust Corporation under a deed dated 16 <sup>th</sup> June 1982.		
2. Scouting equipment, furniture, etc. as inventory dated February 2006 (with additions) and insured for £21,547		
<b>DEBTORS 00.00</b>		
<b>LIABILITIES</b> (due within one year)		
Guide Dogs - £347.56		
Restricted Funds- £890.00		
<b>TOTAL</b>	<b>£1,237.65</b>	

**Shirley Townsend, Treasurer.**

## **Independent Examiner's Report to the Trustees of the**

### **BASINGSTOKE AIR SCOUT GROUP**

I report on the accounts of the Group for the year ending 31<sup>st</sup> March 2021 which are set out on pages 9 to 11.

#### **Respective responsibilities of trustees and examiner**

The Group's trustees are responsible for the preparation of the accounts. They consider that an audit is not required for this year (under Section 43(2) of the Charities Act 1993 (the 1993 Act)) and that an independent examination is needed. It is my responsibility to:

- Examine the accounts (under Section 43(3)(a) of the 1993 Act;
- To follow the procedures laid down in the General Directions given by the Charity Commissioners under Section 43(7)(b) of the 1993 Act; and
- To state whether particular matters have come to my attention.

#### **Basis of examiner's report**

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the Group and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

#### **Independent Examiner's statement**

In connection with my examination, no matter has come to my attention:

-which gives me reasonable cause to believe that in any material respect the requirements,

-to keep accounting records in accordance with Section 41 of the Act; and,

-to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 1993 Act have not been met; or,

-to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed  
D Fisher

D Fisher  
2 Goodboys Lane, Grazeley Green, Reading.

Date: 20 May 2021