

Thriftvale Scout Group Trustees' Annual Report

For the period 01/01/20 - 31/12/20

Section A - Reference and administration details

Charity Name: 5th Ampthill & Woburn (Thriftvale) Scout Group

Registered Charity Number:

268119

Charity's principal address:

Cranfield Scout Hut, Merchant Lane, Cranfield, MK430DA

Names of the charity trustees who managed the charity during the year:

Trustee Name	Office (if any)
Alison Playle	Chairman (outgoing)
Nicola Preston	Chairman (incoming)
Helen Ranger	Secretary
Sharon Davis	Group Scout Leader
Georgia Gritton	Treasurer (incoming)
Heather Hill	
Sarah Dixon	
Tim Chick	(Beaver Leader)
Jenny Worthington	(Beaver Leader)

The ownership of the buildings of the Group are vested in The Scout Association Trust Corporation who must act in the best interests concerning the property in accordance with Charity Law.

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 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.

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 3 independent representatives (Chair, Treasurer and Secretary) together with the Group Scout Leader, individual section leaders, parents' representation and other committee members. The Committee normally meets at least once every 3 months and can communicate in between by email or a dedicated WhatsApp group.

The 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.
- Controlling personal information in line with GDPR 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 risk that have been identified are:

Damage to the building, property and equipment.

The Group has 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 Association's national accident insurance policy. Risk Assessments are undertaken before all activities. Leaders are appropriately trained, including in First Response.

Health and safety matters form a standing agenda item for Committee meetings and maintenance is undertaken to the premises as required to address identified health and safety issues and other building defects. Annual testing is undertaken of fire safety equipment and gas appliances, and at regulatory intervals for electrical equipment.

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 in 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 14. 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.

Reduced income from fund raising.

The Group is primarily reliant upon income from subscriptions and fundraising.

Fortunately the group was able to secure numerous grants from the local authority during the pandemic, and therefore was able to halve the monthly subscriptions to take into account that no face to face meetings could be held, to £9 per month, per young person. The committee felt that fundraising from parents / the local community would not be appropriate / possible during the pandemic.

Other financial risk.

The continuing economic situation is expected to have long-term adverse impacts on the Group's finances. There remains a reduction in interest rates affecting bank interest received throughout 2020 and will continue to have a significant impact on this source of income for the foreseeable future.

Financial controls.

The Group has in place systems of internal controls that are designed to provide reasonable assurance against material mismanagement or loss, these include: two signatories required for all cheques and authorisation of internet transactions; all bank accounts are held in the name of the Thriftvale Scout Group; Group accounts are subject to independent examination; and examined annual accounts are sent to the Charity Commission and the Scout Association.

Section C - Objectives and activities

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

The objectives of the Group are as a unit of the Scout Association.

The Aim of The Scout Association is to promote the development of young people in achieving their full physical, intellectual, social and spiritual potential, as individuals, as responsible citizens and as members of their local national and international communities. The method of achieving the Aim of the Association is by providing an enjoyable and attractive scheme of progressive training, based on the Scout Promise and Law and guided by adult leadership.

Public benefit

Subscriptions are charged for membership to cover immediate running costs of the Group and these do not unduly restrict membership. The Group follows the principle that no one should be excluded because of their inability to pay membership subscriptions. 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. The safety of young people is taken very seriously and the benefits Scouting activities provide far outweigh the risks. Any private benefits from Scouting are incidental, other than to those as a beneficiary.

Summary of the main activities in relation to these objects

Thriftvale Scout Group aims to achieve these objectives by providing an enjoyable and attractive programme, which was able to continue running throughout the pandemic by utilising technology such as Zoom. We run Cubs on Mondays and Wednesdays, Beavers on Monday and Thursday, and Scouts on Thursdays.

Section D - Achievements and performance

Summary of the main achievements of the charity during the year

We kept going! The Group has maintained a full and varied programme of activities during 2020 across most of its sections, utilising technology such as Zoom and providing materials 'packs' to complete activities and badges at home. Both Beavers and Cubs run at capacity with pressure on places. Scouts are running at a lower intake. We do not have explorers at Thriftvale at present.

The Group has, in the past, sought to encourage wider participation in its activities, ranging from parents sitting on the Committee, to participation in outside activities within the local community and hiring the hall to those outside scouting. This again has been stilted during the pandemic but we hope to continue with this once restrictions ease.

Plans for future activities depend crucially on leaders and helpers coming forward to maintain and ideally expand the activities the Group can offer, both as Section leaders and committee members. A third Beaver Colony is necessary to deal with numbers on waiting lists, but leaders are not at present available. Progress was made in this area, to the point where a 3rd colony was due to open, but unfortunately the pandemic hit just at the wrong time and the enthusiasm / commitment of the newly recruited leaders has waned. Further recruitment during the pandemic has been very difficult / impossible but we will try again once things are (hopefully!) a bit more 'normal'.

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 held reserves of approximately £24,500 at year end, mostly due to the local government grants received. This is above the level required for operating expenses. However, the Group is dependent on these sources of income to meet both annual costs, and capital expenditure, including the costs of maintaining the premises. The Group Executive Committee has therefore agreed that funds surplus to the day-to-day requirements of the Group should be designated as a Fund to cover any major repairs and planned maintenance and to cover the costs of running the Group should there be substantial reduction of income.

Quantify and explain any designations

In 2020, total receipts were £34,018 and payments totalled £14,197. The surplus is £24,527.

The increased surplus is due to the local government grants received during the pandemic. Some of this is already allocated for replacing the flooring at both huts, and replacing the kitchen at Marston, and some will be put aside for membership fees for next year.

Investment Policy

The Group has adopted a risk averse strategy to the investment of its funds. All funds are held in cash using only mainstream banks.

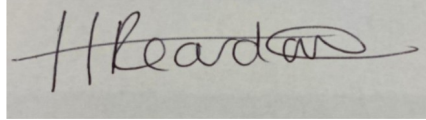
Section F - Declaration

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

Signed on behalf of the charity's trustees



Georgia Gritton
Treasurer



Hayley Reardon
Secretary (incoming 2021)

Date 30 October 2021

5th Ampthill and Woburn (Thriftvale) Scout Group

Receipts and Payments Account Summary for year ending 31st December 2020

	Unrestricted and Total Funds 2020	2019
Total Receipts for the year	34018	21744
Total payments for the year	14197	24552
Net Receipts for the year	<u>19821</u>	<u>-2809</u>
Cash, bank and similar funds brought forward	4706	7515
Cash, bank and similar funds carried forward	<u><u>24527</u></u>	<u><u>4706</u></u>

5TH AMPHILL & WOBURN (THRIFTVALE) SCOUT GROUP

Receipts for the year ended 31st December 2020

	This Year Unrestricted & Total Fund	Last Year Unrestricted & Total Fund
	£	£
MEMBERSHIP SUBSCRIPTIONS		
Received	12746	13275
Less Paid	<u>-3303</u>	<u>-2542</u>
	<u>9443</u>	<u>10733</u>
INVESTMENT INCOME RECEIVED		
Hall Hire	597	5005
The Scout Assoc'n Short Term Investment Service	<u></u>	<u>0</u>
	<u>597</u>	<u>5005</u>
DONATIONS/GRANTS		
Local Council	<u>22830</u>	<u>300</u>
	<u>22830</u>	<u>300</u>
ACTIVITIES	<u>0</u>	<u>0</u>
	<u>0</u>	<u>0</u>
FUND RAISING(gross)		1166
Amazon Smile	<u>40</u>	<u></u>
	<u>40</u>	<u>1166</u>
OTHER INCOME		
Income Tax recovered-		
on subscriptions and donations	0	4540
on dividends and interest	<u>0</u>	<u>0</u>
	<u>0</u>	<u>4540</u>
SUNDRY RECEIPTS		
Uniform Sale		0
Badge Receipts		0
Other	<u>1108</u>	<u>0</u>
	<u>1108</u>	<u>0</u>
TOTAL RECEIPTS	<u>34018</u>	<u>21744</u>

5TH AMPHILL & WOBURN (THRIFTVALE) SCOUT GROUP

Expenses for the year ended 31st December 2020

	This Year Unrestricted & Total Fund £	Last Year Unrestricted & Total Fund £
PREMISES		
Rent		90
Insurance	1713	1891
Heat & light	1807	4768
Water	3190	1916
Repairs & Renewals	3734	10332
Telephone	0	0
Cleaning & Refuse	403	1685
	10847	20681
DONATIONS AND GRANTS		
	0	0
	0	0
ACTIVITIES		2656
Camp (refunds)	440	
Section Floats	1415	
	1855	2656
FUND RAISING EXPENSES		
Cubs Panto	13	
	13	0
ADMINISTRATION EXPENSES		
OSM	150	
Website Maintenance	180	
	330	0
AGM		

Training	0	0
Post & Stationery	0	0
Capital Equipment	163	618
	<u>163</u>	<u>618</u>
TRUSTEE EXPENSES		
Audit & Accounts		0
Health & Safety		0
	<u>0</u>	<u>0</u>
OTHER EXPENSES		
Purchase of Badges & Uniform		597
Sundry Payment		0
Misc	989	
	<u>989</u>	<u>597</u>
TOTAL PAYMENTS	<u><u>14197</u></u>	<u><u>24552</u></u>

5TH AMPHILL & WOBURN (THRIFTVALE) SCOUT GROUP

Assets & Liabilities for the year ended 31st December 2020

	This Year Unrestricted & Total Fund £	Last Year Unrestricted & Total Fund £
MONETARY ASSETS		
Bank Current Accounts	24413	4658
Bank Deposit Account	0	0
Scout Association short term investment service	461	461
cash/cheques in hand	0	0
	<u>24873</u>	<u>5119</u>
OTHER MONETARY ASSETS		
Tax claimed for year ending	0	0
Debts due from Group/District	0	0
	<u>0</u>	<u>0</u>
INVESTMENT ASSETS		
Government Stocks at market value	0	0
Other quoted securities at market value	0	0
Other investments	0	0
Property held for investment purposes	0	0
	<u>0</u>	<u>0</u>
	<u>0</u>	<u>0</u>
TOTAL ASSETS	<u>24873</u>	<u>5119</u>
LIABILITIES those due within one year		
Accounts not yet paid	199	265
Expenses incurred not yet invoiced	0	0

Subscriptions not yet paid	0	0
Debts owed to Group/Dist	147	147
	<u>346</u>	<u>413</u>

LIABILITIES Those payable after one year

Loan (with details)	0	0
Hire Purchase owing	0	0
Leasing payments outstanding	0	0
Other long term liabilities	0	0
	<u>0</u>	<u>0</u>
TOTAL LIABILITIES	<u>346</u>	<u>413</u>

TOTAL ASSETS LESS LIABILITIES **24527** **4706**

CONTINGENT LIABILITIES AND FUTURE OBLIGATIONS **NONE** **NONE**

NON MONETARY ASSETS Assets for Charity's own use

Badge Secretary's stock	0	0
Land buildings:use of land & buildings at Milton Bryan Can	0	0
Motor Vehicles Tractor used on campsite only	0	0
Scouting equipment, furniture etc....	0	0
	<u>0</u>	<u>0</u>

Independent Examiner's Report to the Trustees of 5th Ampthill and Woburn (Thriftvale) Scout group for the year ended 31st December 2020

I report to the trustees on my examination of the accounts of 5th Ampthill and Woburn (Thriftvale) Scout Group (Charity No. 268119)

Responsibilities and basis of report

As the charity trustees of the Trust 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 giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust 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: *N Coleman*

Date 30th October 2021

Natalie Coleman FCCA
Chartered Certified Accountant
24 Dew Pond Road,
Flitwick, Beds