

1st Twyford Scout Group Receipts and Payments Account

For the year from	01-Apr-20	To	31-Mar-21
-------------------	-----------	----	-----------

Receipts and payments

	General & Reserve £	2020/21 Phoenix Account £	Total funds £	2019/20 Total funds £
Receipts				
Donations, legacies and similar income				
Membership subscriptions	- 45	-	- 45	16,264
Less: Membership subscriptions paid on (National/County/Area/District)	- 8,450	-	- 8,450	8,874
Net membership subscriptions retained	- 8,495	-	- 8,495	7,390
Donations	-	-	-	15
Gift Aid	3,445	-	3,445	3,602
Other income (Sale of Minibus, marquee)	20	-	20	291
Sub total	- 5,030	-	- 5,030	11,298
Grants				
Other grants (Wokingham Borough)	18,907	-	18,907	-
Sub total	18,907	-	18,907	-
Fundraising (gross)				
Donkey Derby	-	-	-	8,995
Marquee Hire	65	-	65	1,775
Minibus Hire	-	-	-	1,035
HQ Hire	76	-	76	11,264
Phoenix Activities (inc Barn Dance, Bag Packing, Club 200, etc)	-	-	-	2,124
Other fundraising activities	-	-	-	551
Sub total	141	-	141	25,744
Investment income				
Bank interest	382	-	382	527
Building Society interest	-	-	-	-
Sub total	382	-	382	527
Total Gross Income	14,399	-	14,399	37,568
Asset and investment sales, etc.	-	-	-	-
Total receipts	14,399	-	14,399	37,568

1st Twyford Scout Group Receipts and Payments Account

For the year from	01-Apr-20	To	31-Mar-21
-------------------	-----------	----	-----------

Receipts and payments

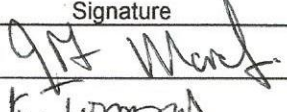
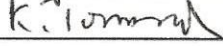
	General & Reserve £	2020/21 Phoenix Account £	Total funds £	2019/20 Total funds £
Payments				
Charitable Payments				
Adult support and training	-	-	-	30
Rent	2	-	2	-
Water, Sewerage & Waste disposal	360	-	360	1,035
Electricity and Gas and phone	2,155	-	2,155	2,773
Insurance	2,597	-	2,597	3,464
Repairs, Renewals & Maintenance	8,077	-	8,077	2,765
Materials and equipment	10	-	10	685
Printing, postage and stationary	24	-	24	168
Contribution to camp costs	-	-	-	-
Uniforms, Badges, scouting costs, etc	5,999	-	5,999	2,855
AGM and trustee expenses	-	-	-	-
Cleaning of Premises	100	-	100	2,184
Re-build cost (net of Insurance re-payments)	-	-	-	-
Minibus Costs	1,577	-	1,577	2,053
Other costs	652	-	652	4,574
Part repayment of Loan from Twyford Parish Council	-	-	-	-
Sub total	21,552	-	21,552	22,586
Fundraising expenses				
Donkey Derby	-	-	-	5,545
Marquee Hire	-	-	-	-
Phoenix Activities (inc Barn Dance, Bag Packing, Club 200, etc)	-	2,280	2,280	-
Other fundraising costs (HQ Hire Deposit refunds)	-	-	-	-
Sub total	-	2,280	2,280	5,545
Total Gross Expenditure	21,552	2,280	19,273	28,131
Asset and investment purchases, etc.	397	3,319	3,716	4,540
Total payments	21,949	1,039	22,988	32,672
Net of receipts/(payments)	- 7,550	- 1,039	- 8,589	4,897
Transfers between funds	-	-	-	-
Cash funds last year end	127,678	7,430	135,108	130,211
Cash funds this year end	120,128	6,391	126,518	135,108

Statement of assets and liabilities at the end of the year

	General & Reserve £	2020/21 Phoenix Account £	Total funds £	2019/20 Total funds £
Cash funds				
Bank current account (inc individual cub/scout accounts)	35,689	6,391	42,080	51,051
Bank deposit account	4,405	-	4,405	4,403
Building society account	-	-	-	-
The Scout Association Short Term Investment Service	80,029	-	80,029	79,649
Cash/Floats	4	-	4	4
Total cash funds	120,128	6,391	126,518	135,108
Other monetary assets				
Tax claim	-	-	-	-
Debts due from the County/Area/District/Group	-	-	-	-
Insurance claim	-	-	-	-
Sub total	-	-	-	-
Investment assets				
Investment property - detail	-	-	-	-
Quoted investments	-	-	-	-
Other investments - detail	-	-	-	-
Sub total	-	-	-	-
Non monetary assets for charity's own use				
Badge stock	-	-	-	-
Shop stock	-	-	-	-
Other stock	-	-	-	-
Land and buildings	492,555	-	492,555	492,555
Motor vehicles	1,770	-	1,770	2,360
Scouting equipment, furniture etc	7,826	3,319	11,144	9,905
Other	-	-	-	-
Sub total	502,151	3,319	505,469	504,820
Liabilities				
Accounts not yet paid	-	-	-	-
Expenses incurred but not invoiced	-	-	-	-
Subscriptions not yet paid	-	-	-	-
Loan - from Twyford Parish Council over 5 years at £2k pa	-	-	-	-
Other liabilities	-	-	-	-
Sub total	-	-	-	-

Contingent liabilities and future obligations

The above receipts and payments account and statement of assets and liabilities were approved by the Trustees 2 September 2019 and signed on their behalf by

Signature	Print Name
	John March
	Kevin Townsend
	Chair
	Treasurer

Trustees' Annual Report

For the period

From (start date)

--	--	--	--	--	--

to end date

--	--	--	--	--	--

Section A

Reference and administration details

Charity name

--

Registered charity number (if any)

2	6	9	6	8	7
---	---	---	---	---	---

Charity's principal address

Headquarters					
Loddon Hall Road					
Twyford, Berkshire					
Postcode	R	G	1	0	9 J A

Names of the charity trustees who manage the charity

	Trustee Name	Office (if any)	Dates acted if not for whole year
1	John Toy	Group Scout Leader	
2	John March	Group Chairman	
3	Kevin Townsend	Treasurer	
4	Jane Moore BSL	Beaver SL - Riverbank	
5	Alan Foord	Scout Leader	
6	Paul Haynes	Quartermaster	
7	Alan Hillyer	Publicity Manager	
8	Sheila Hayes	Member	
9	Martin Hillier	Member	
10	Anthony Haynes	Member	
11	Chris Wiseman	Member	
12	Suzanne Glew	Member	
13	Rachel Hurn	Treasurer	
14	James Pennington	Member	

Names and addresses of advisers

Type of advisor	Name	Address

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.

Additional governance issues

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.

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

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.

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 subscriptions 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, such as as occurred during 2021/21 due to COVID. The reserve is sufficient to keep the Group in operation for a period significantly in excess of 12 months. The Committee could raise the value of subscriptions to increase the income to the group on an ongoing basis, either temporarily or

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.

The group has in place systems of **internal controls** that are designed to provide reasonable assurance against material mismanagement or loss, these include 2 signatories for all payments and comprehensive insurance policies to ensure that insurable risks are covered.

Section C	Objectives and activities
Summary of the objects of the charity set out in its governing document	<p>The objectives of the group are as a unit of the Scout Association.</p> <p>The Aim of The Scout Association is to promote 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. 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.</p> <p>Scouting exists to actively engage and support young people in their personal development, empowering them to make a positive contribution to society.</p> <p>As Scouts we are guided by Integrity, Respect, Care, Belief and Co-operation.</p>
Summary of the main activities in relation to these objects	Various activities, camping, etc
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	<p>1) Growing the membership of the Group by providing worthwhile and stimulating programmes for young people.</p>

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 £35,000

The Group held reserves of approximately £80,000, plus a further £40,000 in the main accounts against this at year end.

Quantify and explain any designations

Details of any funds materially in deficit (circumstances plus steps to eliminate)

N/A

Further financial review details

• the charity's principal sources of funds

Investment Policy

The Group's net Income and Expenditure is very small and as a consequence does not have sufficient funds to invest in longer-term investments such as stocks and shares. The Group has therefore adopted a low risk strategy to the investment of its funds. All funds are held in cash using only mainstream banks or building societies or The Scout Association's Short Term Investment Service.

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

The Group Executive regularly monitors the levels of bank balances and the interest rates received to ensure the group obtains maximum value and income from its banking arrangements. Occasionally this may involve using an account that requires a period of notice before funds may be withdrawn, before doing so the Group Executive considers the cash flow requirements.

Section F

Other Optional Information

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

Various fundraising activities

Replacement of the Group minibuses and other scouting equipment as required. Negotiation of either the renewal of the lease for the premises or acquisition of the freehold of the site plus renewal of access rights to the premises which could incur significant legal costs.

Section G

Declaration

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

Signed on behalf of the charity's trustees

Signature(s)

K. Townsend	John March
-------------	------------

Full name(s)

Kevin Townsend	John March
----------------	------------

Position (e.g. Secretary, Chair)

Treasurer	Group Chairman
-----------	----------------

Date

0	4	0	1	2	2
---	---	---	---	---	---