

Trustees' Annual Report

For the period

From (start date)

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to end date

3	1	0	3	2	1
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Section A

Reference and administration details

Charity name

2nd Worthing Scout Group

Other names the charity is known by

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Registered charity number (if any)

2	6	9	7	9	0
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HQ registration number

1	0	0	1	0	6	3	7
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Charity's principal address

Scout HQ

Bruce Avenue

WORTHING

Postcode

B N 1 1 5 J N

Names of the charity trustees who manage the charity

(These will be published in the annual report of the charity and the Charity Register if reporting for a Registered Charity with a charity regulator)

	Trustee Name	Office (if any)	Dates acted if not for whole year
1	MICHAEL G HUDGELL	GROUP SCOUT LEADER	
2	DAVID SMITH	GROUP CHAIR	16 Sept 2020 onwards
3	Reg Blackwell		till 30 June 2020
	Shirley Robinson-Viney	Secretary	till 30 June 2020
4	Ian Jordan		till 30 June 2020
5	David Hunt		till 30 June 2020
6	Alastair Chartres		
7	Stuart Burchett		
8	Sally Grant		
9	Barbara Wells		
10	David Willetts		
11	Simon Payne		
12			
13			
14			

Names and addresses of advisers (optional information but encouraged as best practice)

(These will be published in the annual report of the charity)

Type of advisor	Name	Address

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 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 (optional information but encouraged as best practice)

You may choose to include additional information, where relevant, about:

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 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 normally consists of 3 independent representatives, Chair, Treasurer and Secretary together with the Group Scout Leader, individual section leaders (if opted to take on the responsibility) and parent's representation and meets every 3 months.

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 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.

Section B	Structure, governance and management (continued)
	<p>Risk and Internal Control</p> <p>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:</p> <p>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.</p> <p>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.</p> <p>Reduced income from 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. The Committee could raise the value of subscriptions to increase the income to the group on an ongoing basis, either temporarily or permanently.</p> <p>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.</p> <p>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.</p> <p>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 from bank accounts, a comprehensive series of rules about the use of pre-paid bank cards (a "cash advance") and a comprehensive insurance policies to ensure that insurable risks are covered.</p>

Section C	Objectives and activities
Summary of the objects of the charity set out in its governing document	<p>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.</p> <p>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.</p> <p>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.</p>
Summary of the main activities in relation to these objects	
<p>Additional details of the objectives and activities (optional information but encouraged as best practice)</p> <p>You may choose to include further statements, where relevant, about:</p> <ul style="list-style-type: none"> • policy on grantmaking; • contribution made by volunteers; • policy on investments. 	
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.

Section D**Achievements and performance**

Summary of the main achievements of the charity during the year

Section E**Financial Review**

Brief statement of the charity's policy on reserves

Reserves Policy

The Group held reserves of approximately £18850 against this at year end. This is above the level required for operating expenses. However this can be explained by being additional reserves to cover the anticipated costs of major tree works/roof repairs and refurbishment of the HQ.

It also included amounts to help launch new sections, which

Quantify and explain any designations

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

Further financial review details (optional information)

You **may choose** to include additional information, where relevant, about:

- the charity's principal sources of funds (including any fundraising);

Investment Policy

The Group's 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;

- investment policy and objectives;

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)

Section G

Declaration

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

Signed on behalf of the charity's trustees

Signature(s)

D Smith

M G HUDGELL

Full name(s)

David Smith

Michael G Hudgell

Position (eg Secretary, Chair)

Chair

Group Scout Leader

Date

2 7 0 1 2 3

2nd Worthing Scout Group (Charity no 269790)

Receipts and payments account

	Year start date		Year end date
For the year from	01/04/2020	To	31/03/2021

Receipts and payments

	2020/2021	2019/2020
	Unrestricted funds	Unrestricted funds
	£	£
Receipts		
Donations, legacies and similar income		
Membership subscriptions	2,976.00	9,566.60
Donations	10,908.83	3,938.63
Legacies	-	-
Gift Aid	-	-
Uniform and Badges	-	53
Youth Programme and Activities	479.82	6,841
Insurance Claim	-	-
Other similar income	-	-
Sub total	14,365	20,400
Grants		
Other grants	9,907.00	2,532
Sub total	9,907	2,532
Fundraising events (gross)		
Jumble Sales	278.82	2,656
Autumn Fair	-	-
	-	-
Other fundraising activities	70	-
Sub total	349	2,656
Scout hut income		
Hire of building	-	-
Hire of equipment	-	-
Other Scout hut income	-	-
Sub total	-	-
Investment income		
Bank interest	124.84	107
Building Society interest	-	-
The Scout Association Short Term Investment Service	-	-
Other investment income	6	-
Sub total	130	107
Total Gross Income	24,751	25,695
Asset and investment sales, etc.	-	-
Total receipts	24,751	25,695

2nd Worthing Scout Group (Charity no 269790)

Receipts and payments account

Year start date

Year end date

For the year from	01 April 2020	To	31 March 2021
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Receipts and payments

	2020/2021	2019/2020
	Unrestricted funds	Unrestricted funds
	£	£
Payments		
Charitable Payments		
Membership subscriptions paid on (National/County/Area/District)	-	4,418.00
Youth programme and activities	3,081	9,739
Adult support and training	-	-
Rent	75	75
Water and Sewerage	174	243
Electricity and Gas	1,616	1,794
Broadband Internet	455	483
Insurance	1,074	782
Repairs and Renewals	1,667	2,883
Materials and equipment	649	884
Printing and photocopying	-	-
Contribution to camp costs	480	-
Uniforms	-	1,491
AGM and trustee expenses	-	-
Donations and Presentations	381	551
Sundry Items	-	-
Pier Panel	-	400
Sub total	9,651	23,742
Fundraising expenses		
Advertising	-	227
Other fundraising costs	-	-
Designated Fund Spend		
Defibrillator Fund	-	-
Coop Grant 2020	-	75
Charborough Troop Summer Camp	-	115
Sub total	-	417
Total Gross Expenditure	9,651	24,159
Asset and investment purchases, etc.	-	-
Total payments	9,651	24,159
Net of receipts/(payments)	15,100	1,536
Cash funds last year end	22,980	21,444
Cash funds this year end	38,080	22,980

2nd Worthing Scout Group (Charity no 269790)

Receipts and payments account

Year start date

Year end date

For the year from	01 April 2020	To	31 March 2021
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Statement of assets and liabilities at the end of the year

	31st March 2021 Unrestricted funds	31st March 2020 Unrestricted funds
	£	£
Cash funds		
Bank current account	34,054	11,850
Bank deposit account	-	-
Building society account	-	-
The Scout Association Short Term Investment Service	19,015	18,890
Loan from Worthing District Scout Council	- 15,362	- 8,779
Balances held at Soldo (pre-paid cards)	329	287
Cash/Floats	44	733
Total cash funds	38,080	22,980
(agree balances with receipts and payments account) ok		
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	533,897	508,473
Motor vehicles	83	79
Scouting equipment, furniture etc	93,713	89,250
Other	-	-
Sub total	627,692	597,802
Liabilities		
Accounts not yet paid	-	-
Expenses incurred but not invoiced	-	-
Subscriptions not yet paid	-	-
Loan - detail	-	-
Other liabilities	-	-
Sub total	-	-
Total net assets	665,772	620,782

The above receipts and payments account and statement of assets and liabilities were approved by the Trustees on 27th January 2023 (the date of the Executive Committee meeting that approved the accounts) and signed on their behalf by

Signature

D SMITH
M G HUDGELL

Print Name

Chair
Group Scout Leader



Section A

Independent Examiner's Report

Report to the
trustees/directors/
members of

Charity Name
2nd Worthing Scouts Group

On accounts for the year
ended

31/03/2021

Charity no.:

269790

Company no.:

Set out on pages

1 & 2

(remember to include the page numbers of additional sheets)

I report to the charity trustees on my examination of the accounts of the Company for the year ended **31/03/2021**.

Responsibilities and
basis of report

As the charity's trustees of the Company (who are also the directors of the company for the purposes of company law), you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ("the 2006 Act").

Having satisfied myself that the accounts of the Company are not required to be audited for this year under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ("the 2011 Act"). In carrying out my examination, I have followed the Directions given by the Charity Commission (under section 145(5)(b) of the 2011 Act).

Independent
examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention (other than that disclosed below *) which gives me cause to believe that:

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: *W.J. Robertson*

Date: 30/01/2023

Name: Wendy Robertson

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

Member of Institute of Certified Bookkeepers

Address: 49 Westbourne Avenue, Worthing, BN14 8DE

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.