

1st Whittlesford & Duxford Scout Group

Registered Charity 270949

Receipts and Payments Account

For the year from 1st August 2021 to 31st July 2022

Receipts and payments

	2021/22 Unrestricted funds £	2020/21 Unrestricted funds £
Receipts		
Donations, grants, legacies and similar income		
Membership subscriptions	£ 17,077.50	£ 7,390.00
Less: Membership subscriptions paid on (National/County/Area/District)	-£ 5,062.50	-£ 4,998.00
Net membership subscriptions retained	£ 12,015.00	£ 2,392.00
Explorers fees	£ 980.00	£ -
Donations and Grants	£ 2,868.27	£ 310.09
Legacies	£ -	£ -
Gift Aid	£ 3,658.16	£ 1,595.00
Other similar income	£ -	£ -
Sub total	£ 19,521.43	£ 4,297.09
Activities		
Section camps	£ 3,620.00	£ -
Section activities	£ 270.00	£ -
Other miscellaneous	£ -	£ -
Sub total	£ 3,890.00	£ -
Fundraising (gross)		
Uniform sales	£ 421.00	£ 51.00
Other fundraising	£ 25.32	£ 12.19
Sub total	£ 446.32	£ 63.19
Investment income		
Bank interest	£ 0.01	£ -
Bank error	£ -	£ 42.64
Hut hire	£ 2,965.50	£ 158.00
Other equipment hire	£ 5.00	£ -
Sub total	£ 2,970.51	£ 200.64
Total Gross Income	£ 26,828.26	£ 4,560.92
Asset and investment sales, etc.	£ -	£ -
Total receipts	£ 26,828.26	£ 4,560.92

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	2021/22 Unrestricted funds £	2020/21 Unrestricted funds £
Payments		
Charitable Payments		
Section programmes and activities	£ 2,218.35	£ 1,331.28
Section camps	£ 3,912.72	-£ 68.49
Adult support and training	£ -	£ 35.00
Rent	£ 189.00	£ 189.00
Water and Sewerage	£ -	£ -
Electricity	£ 591.98	£ 798.00
Gas	£ 1,666.39	£ 1,532.85
Insurance	£ 1,540.05	£ 1,488.33
Hut Maintenance	£ 3,544.21	£ 1,273.42
Fire alarm maintenance	£ 827.34	£ 493.89
Equipment	£ 1,712.63	£ 274.58
Caving system	£ -	£ 26.00
Badges and Leaders uniform	£ 1,125.99	£ 1,159.72
Media costs, websites and OSM	£ 276.70	£ 822.63
Donations and Gifts	£ 566.44	£ 210.79
Bank Charges	£ -	£ -
Sub total	£ 18,171.80	£ 9,567.00
Fundraising expenses		
Uniform for fundraising	£ 289.00	£ -
Other fundraising costs	£ -	£ -
Sub total	£ 289.00	£ -
Total Gross Expenditure	£ 18,460.80	£ 9,567.00
Asset and investment purchases, etc.	£ -	£ -
Total payments	£ 18,460.80	£ 9,567.00
Net of receipts/(payments)	£ 8,367.46	-£ 5,006.08
Cash funds last year end	£ 26,190.60	£ 31,196.68
Cash funds this year end	£ 34,558.06	£ 26,190.60

1st Whittlesford & Duxford Scout Group


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For the year from 1st August 2021 to 31st July 2022

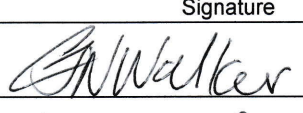
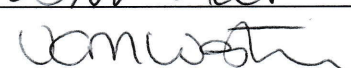
Statement of assets and liabilities at the end of the year

	31st July 2022 Unrestricted funds £	31st July 2021 Unrestricted funds £
Cash funds		
Group Barclays community	£ 32,059.56	£ 24,417.27
Arrows Barclays community	£ 231.04	£ 183.59
Javelins Barclays community	£ 618.42	£ 966.84
Sirius Barclays community	£ 695.88	£ 394.77
Forest and Wild Wood Barclays community	£ 953.16	£ 228.13
Total cash funds	£ 34,558.06	£ 26,190.60
Other monetary assets		
Tax claim	£ -	£ -
Awarded grants not yet received	£ -	£ -
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	£ 776.95	£ 932.11
Shop stock	£ 716.75	£ 976.00
Other stock	£ -	£ -
Land and buildings	£ 352,000.00	£ 333,000.00
Motor vehicles	£ -	£ -
Scouting equipment, furniture etc	£ 37,642.10	£ 35,104.92
Other	£ 2,126.00	£ 2,096.00
Sub total	£ 393,261.80	£ 372,109.03
Liabilities		
Accounts not yet paid	£ -	£ -
Expenses incurred but not invoiced	£ -	£ 1,988.17
Subscriptions not yet paid	£ -	£ -
Loan	£ -	£ -
Other liabilities – potential refunds for hut booking deposits	£ 40.00	£ 100.00
Sub total	£ 40.00	£ 2,088.17
Total Net Assets	£ 427,779.86	£ 396,211.46

The above receipts and payments account and statement of assets and liabilities were reviewed by

Signature	Print Name	Date
	ROBERT JAMES COTTE	23/10/22

and approved by the Trustees at the Executive Committee meeting held on 9-11-2022 and signed on their behalf by

Signature	Print Name	Position
	CARMEL WALKER	CHAIR
	VIRGINIA WESTON	TREASURER



Section A

Independent Examiner's Report

Report to the trustees/
members of

1st Whittlesford & Duxford Scout Group

On accounts for the year
ended

31st July 2022

Charity no
(if any)

270949

Set out on pages

TAR y/e 31/07/2022 pages 1 to 6; Group Accounts 2022 pages 1 to 3

Responsibilities and
basis of report

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31 / 07 / 2022.

As the charity trustees of the 1st Whittlesford & Duxford Scout Group, 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 1st Whittlesford & Duxford Scout Group's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed 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 (~~other than that disclosed below~~ *) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn 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:

25/10/22

Name:

ROBERT JAMES COTTLE

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

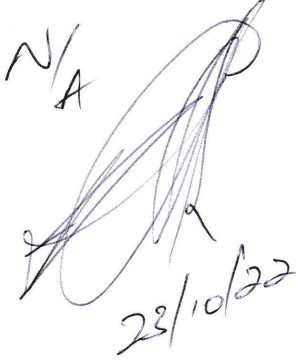
RETIRED SCHOOLS FINANCIAL ADVISOR FOR
CAMBRIDGESHIRE COUNTY COUNCIL

Address:

SYCAMORE GROUNDS, 1 ST. JOHN'S STREET
DUXFORD
CAMBS CB22 4RA

Only complete if the examiner needs to highlight 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.



N/A

23/10/22

A large diagonal line is drawn across the box.



Trustees' Annual Report for the period

Period start date

Period end date

From

1st August 2021

To

31st July 2022

Section A

Reference and administration details

Charity name 1ST WHITTLESFORD & DUXFORD SCOUT GROUP

Other names charity is known by SCOUT ASSOCIATION NUMBER 37425

Registered charity number (if any) 270949

Charity's principal address THE SCOUT HUT, THE ALLOTMENT GARDENS

MOORFIELD ROAD, DUXFORD

CAMBRIDGESHIRE

Postcode

CB22 4PS

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year
1	CARMEL WALKER	CHAIR	
2	REBECCA ARMSTRONG	SECRETARY	
3	VIRGINIA WESTON	TREASURER	
4	MARC VAN NIEKERK	GROUP SCOUT LEADER	
5	MALCOLM PYE	EXPLORER LEADER	RETIRED 31 st JULY 2022
6	STEPHANIE MCFARLANE	SCOUT LEADER	
7	STEPHEN FACER	CUB LEADER	
8	LISA FALLON	CUB LEADER	RETIRED 11 th MAY 2022
9	GUIDI PELL-COGGINS	BEAVER LEADER	RETIRED 31 st JULY 2022
10	KAREN EASTHOPE	BEAVER LEADER	
11	MICHELA MORLEO	PUBLICITY	
12	NEIL RANASINGHE		RETIRED 1 st SEPTEMBER 2021
13	MICHAEL BUTLER		RETIRED 11 th MAY 2022
14	CLAIRE JAMES		
15	JOHANNE PHILIPS		RETIRED 9 th FEBRUARY 2022
16	DEBORAH GREGORY	SUBSCRIPTION SECRETARY	APPOINTED 9 th FEBRUARY 2022

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

Description of the charity's trusts

Type of governing document
(eg. 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 (POR) of The Scout Association.

How the charity is constituted
(eg. trust, educational company)

The Group is a trust established under its rules which are common to all Scouts.

Trustee selection methods
(eg. 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)

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

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system 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 as well as POR of The Scout Association. 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 (if opted to take on the responsibility) and parent's representation and meets every 2 months.

Members of the Executive Committee complete '*Essential Information for Executive Committee*' training within the first 5 months of joining the committee.

The Group Executive Committee exists to support the Group Scout Leader in meeting the responsibilities of the appointments and is responsible for:

- maintenance of Group property
- providing sufficient resources and equipment for scouting to operate through, for example, fundraising events
- raising of funds and the administration of Group finances
- 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
- managing and promoting the Safety Policy locally
- promoting and supporting the development of Scouting in the local area.

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, schools 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 Association's national accident insurance policy. Risk Assessments are undertaken before all activities.
- *Reduced income from fundraising.* 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.
- *Reduction or loss of leaders.* The Group is wholly 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 need to be a contraction, consolidation or closure of a section or, 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 need to be a contraction, consolidation or closure of a section or, in the worst-case scenario, the complete closure of the Group.
- *Risk and Internal Control including Financial security.* The Group has in place systems of internal controls that are designed to provide reasonable assurance against material mismanagement or loss. These include the requirement of two signatories for all payments by cheque or by electronic transfer and comprehensive insurance policies to ensure that insurable risks are covered.

Section C

Objectives and activities

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.

'We believe that through adventure we challenge individuals so that they learn and experience new things that enrich their lives.'

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

Summary of the main activities in relation to these objects

The Group runs 5 scouting sections: 2 beaver colonies (Wild Wood and Forest), 2 cub packs (Sirius and Javelins) and a scout troop (Arrows).

Membership is open to all children between the ages of 6 to 14 years, within the catchment area of Duxford, Whittlesford, Ickleton, Hinxton and Thriplow. This year the group remained at full capacity, averaging 126 members per term.

Section meetings take place weekly during term time, following a structured program to actively engage and support young people in their personal development, empowering them to make a positive contribution to society.

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.

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy programme related investment;
- contribution made by volunteers.

The Group is entirely run by a small team of fantastic volunteers. Each of these volunteers gives many hundreds of hours of their time to help run the Group and provide the best quality activities and educational program for the children.

On behalf of the children and their parents, the Executive Committee would like to thank all the leaders and all those involved for their tireless support.

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

The Group is very fortunate to have a wonderful team of resourceful leaders who, following the Covid pandemic, were able to offer a full scouting programme to Group members throughout the whole year.

Some of the highlights experienced by the Beavers included a visit from a police sniffer dog, a trip to the Duxford Air Museum and an animal experience themed sleepover. The Cubs volunteered to help clean the local church, they were also able to canoe on the River Cam and visit a local indoor climbing centre. The Scouts has their first trip to an ice-skating rink, they held a Scouts Got Talent event and learnt about hedgehog conservation. However their major project during the year was the construction of the wonderful campfire furniture from pallets which, for many, contributed to their Teamwork Challenge badge..

During the summer term all sections were able to hold overnight camps again. Both Beaver packs had a sleepover at the hut, the Cub packs held a joint camp at Skreens Scout centre and the Scouts held a camp and hike in the local vicinity.

Javelins Cubs raised £240 for comic relief; they were sponsored to construct an obstacle course which enabled them to hold a whole evening meeting without stepping on the meeting room floor.

In the Spring the Group assisted Russell Smiths Farms to plant 7000 trees at the South Cambridge Water Park.

Section D

Achievements and performance

The Group attended the 1000 Years of Whittlesford event in July 2022, supervising the construction of a pioneering tower. They also held several Platinum Jubilee activities within the sections.

Continued recruitment of new Leaders has led to great collaboration between leader teams. The stability and continued growth of the group has been a great achievement for all involved.

Section E

Financial review

Brief statement of the charity's policy on reserves

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 6 months running costs, circa £8,000.

An additional maintenance reserve of £1,000 per annum (up to a maximum of £5,000) was also set in June 2019 to cover future major maintenance work related to the upkeep of the hut. During this financial year, as the previous, this was allocated to make significant improvements to the emergency and outside lighting.

Details of any funds materially in deficit

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);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives.

Principal source of funds are from membership subscriptions, gift aid and hiring out of the Scout hut.

During the year a significant private donation enabled the Group to purchase a larger, Nordisk Utgard tent.

On-going operational costs are prudently examined and met to ensure the successful continuation of the Group.

The Group 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.



Section F

Other optional information

Section G**Declaration**

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

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	VIRGINIA WESTON	CARMEL WALKER
Position (eg Secretary, Chair, etc)	TREASURER	CHAIR
Date	9-11-2022	9-11-2022