

## 6<sup>th</sup> Whitstable Scout Group



We prepare  
young  
people with  
skills for life.

### Report & Accounts for the year ended 31 March 2022

#### PRESIDENT

Mr. Bernard Smith

#### VICE PRESIDENT

(None Appointed)

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

Group Scout Leader  
Group Chairperson  
Group Vice Chairperson  
Group Treasurer  
Group Secretary  
Grey Beaver Scout Leader  
Silver Beaver Scout Leader  
Freestylers Cub Scout Leader  
Highfliers Cub Scout Leader  
Scout Leader  
Sponsoring Authority

Mrs. Tessa Dale  
Mr. Mike Poole  
Vacant  
Mrs. Bethany Collier  
Mrs. Jo Clark  
Vacant  
Mrs. Nicola Hillier  
Mr. Steve. Popplewell  
Mr. Jack Dale  
Mr. Jim Hughes  
St. John's Church Swalecliffe

#### TRUSTEES : *Nominated*

Grey Beavers parent rep.  
Silver Beavers parent rep.  
Freestylers parent rep.

Highfliers parent rep.  
Scout parent rep.

Mrs. Pam Fisk  
Mr. Matt Hicks (Appointed 30/09/2021)  
Mr. Gareth Vilday (Resigned 30/09/2021)  
Mrs. Sarah Bogard (Appointed 30/09/2021)  
Mr. Richard Brennan  
Mrs. Janette Johnson

#### TRUSTEES: *Elected*

Mr. Richard Brennan  
Mr. Melvin Austin  
Mr. Adam Reid

Fund Raising Support Group  
Syndicate Co-ordinator

Mr. Jack Dale  
Mrs. Tessa Dale

#### BANKERS

Lloyds, Nationwide B/S & NatWest

Group Registration Number with the Scout Association  
Charity Registration Number  
Contact Name and Address

31699  
271107  
Mr. M Poole,  
90 Maydowns Road, Chestfield, Whitstable CT5 3LW

## 6<sup>th</sup> Whitstable Scout Group

To: Atun Edwards FCA DChA MAAT (Independent Examiner)  
42 Westgate Close  
Canterbury  
Kent  
CT2 8JH

Dear Sirs:

The following representations are made on the basis of enquiries of management and staff with relevant knowledge and experience such as we consider necessary in connection with your independent examination of the charity's financial statements for the year ended 31 March 2022. These enquiries have included inspection of supporting documentation where appropriate and are sufficient to satisfy ourselves that we can make each of the following representations. All representations are made to the best of our knowledge and belief.

### General

- 1 We acknowledge that the work performed by you is substantially less in scope than an audit performed in accordance with International Standards on Auditing (UK) and that you do not express an audit opinion.
- 2 We confirm that the charity was entitled to exemption under section 144 of the Charities Act 2011 from the requirement to have its financial statements for the financial year ended 31 March 2022 audited.
- 3 We have fulfilled our responsibilities as trustees as set out in the terms of your engagement letter dated 6 May 2020, under the Charities Act 2011 for preparing financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice), for being satisfied that they give a true and fair view and for making accurate representations to you.
- 4 All the transactions undertaken by the charity have been properly reflected and recorded in the accounting records.
- 5 All the accounting records have been made available to you for the purpose of your independent examination. We have provided you with unrestricted access to all appropriate persons within the charity, and with all other records and related information requested, including minutes of all management and trustee meetings and correspondence with The Charity Commission.
- 6 The financial statements are free of material misstatements, including omissions.
- 7 The effects of uncorrected misstatements are immaterial both individually and in total.

### Assets and liabilities

- 8 The charity has satisfactory title to all assets and there are no liens or encumbrances on the charity's assets, except for those that are disclosed in the notes to the financial statements.
- 9 All actual liabilities, contingent liabilities and guarantees given to third parties have been recorded or disclosed as appropriate.
- 10 We have no plans or intentions that may materially alter the carrying value and where relevant the fair value measurements or classification of assets and liabilities reflected in the financial statements.

**Legal claims**

- 11 We have disclosed to you all claims in connection with litigation that have been, or are expected to be, received and such matters, as appropriate, have been properly accounted for, and disclosed in, the financial statements.

**Laws and regulations**

- 12 We have disclosed to you all known instances of non-compliance or suspected non-compliance with laws and regulations whose effects should be considered when preparing the financial statements.

**Related parties**

- 14 Related party relationships and transactions have been appropriately accounted for and disclosed as applicable in the financial statements. We have disclosed to you all relevant information concerning such relationships and transactions and are not aware of any other matters which require disclosure in order to comply with the requirements of charity law or accounting standards.

**Going concern**

- 13 We believe that future sources of funding or support will be more than adequate for the charity's needs, the level of the charity's reserves being sufficient to ensure the continued operation of the charity. We have considered a period of twelve months from the date of approval of the financial statements. We believe that no further disclosures relating to the charity's ability to continue as a going concern need to be made in the financial statements.

**Grants and donations**

- 14 All grants, donations and other income, the receipt of which is subject to specific terms or conditions, have been notified to you. There have been no breaches of terms or conditions in the application of such income.

Yours faithfully,



.....  
Signed on behalf of the board of trustees

[Date] 05/07/2022

## 6<sup>th</sup> Whitstable Scout Group

### Trustees Annual Report for the year ended 31<sup>st</sup> March 2022

#### MAJOR ACTIVITIES AND ACHIEVEMENTS IN THE YEAR

**STRUCTURE AND MANAGEMENT:** - 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. The Group is a Trust, and the Trustees are appointed in accordance with the Policy, Organisation and Rules of The Scout Association.

**OBJECTS OF CHARITY:** - The objectives of the Group are as a unit of the Scout Association. The purpose of Scouting 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. We operate under the Policy, Organisation and Rules of the Scout Association. The Trustees have regard to the Charity Commission's public benefit guidance when carrying out activities to which it's relevant.

**REVIEW OF MAJOR RISKS:** - We have internal controls that include, risk assessments on our hall and fittings and regular checks are put in place. Also, all our activities are risk assessed, two signatories for all payments and our assets are covered by appropriate insurance. 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 six months running costs plus a contingency for building repairs, circa £8,000.

**SECTIONS:** - The Group runs 2 Beaver Colonies (boys/girls aged 5½ - 8 years), 2 Cub Packs (8 - 10½ years), 1 Scout Troop (10½ - 14 years). All meet in the Scout HQ Building. The census as at the end of January 2022 shows we have a membership in 6th Whitstable of 93 Young people who regularly attend our meetings.

**CAMPS:** - Due to the Covid pandemic camping was restricted but both Beavers Colonies had "Sleep Overs" at the HQ. Plans are in place for tent, outside camping this year.

**ACHIEVEMENTS:** - The young people were able to undertake their Badge work and were successful in Environmental Studies and other activities.

**MEETINGS:** - We have moved on from the Covid Restrictions and All Sections are now meeting in the HQ as usual. Mondays the Silver Beavers and Freestyler Cubs, on Weds the Grey Beavers and the Highflyers Cubs and on Thursday the Scout Section.

**VISITS/OUTINGS/GROUP EVENTS:** - We ran a "Sponsored Walk" to help with our funds and to make a contribution to the Ukraine Relief Fund.

**HELPING OTHERS:** - This year it was decided to "retire" our Christmas Scout Post. After 38 years and raising over £10,000 for local charities.

**SUPPORT:** - We again have been very lucky having great supportive parents, carers and friends, as well as others outside of the Group who have helped us in fundraising and in other ways throughout the year.

**CHURCH:** - The Group has been supported by the St. Johns Church although we have not been able to have formal church parades.

**FINANCE:** - Receipts for the year totalled £26,920 (2021: £23,956). Hall running expenses, equipment and Scout Headquarters membership fees continue to be our major outgoings. Payments for the year totalled £24,136 (2021: £35,572).

The Trustees have considered going concern, and although the global pandemic, the HQ building was still available to our main hirer the NHS who were able to use the building and financially support the Group. We also take advantage of Gift Aid which provides useful additional income at no cost.

During the year we were able to successfully redecorate and supply new curtains to our two main halls. Funds held at the year-end amount to £18,434.

The accounts have been drawn up on the receipts and payments basis which is consistent with previous years.

## 6<sup>th</sup> Whitstable Scout Group

### Independent Examiners Report to the Trustees of the 6th Whitstable Scout Group

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 March 2022 which are set out on pages 4 to 9.

#### Responsibilities and basis of report

As the charity's trustees 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 charity's accounts carried out under section 145 of the 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 accordance with section 130 of the Act; or
2. 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 this report in order to enable a proper understanding of the accounts to be reached.

Signed .....



Name: Alun Edwards

Qualifications: FCA DChA MAAT

Address:- 42 Westgate Close  
Canterbury  
Kent CT2 8JH

Date: 9 July 2022 .....

**Receipts & Payments Account Summary**  
**for the year ended**  
**31 March 2022**

	<b>2021/22</b>	<b>2020/21</b>
	<b>Unrestricted</b>	<b>Unrestricted</b>
	<b>funds</b>	<b>funds</b>
	<b>£</b>	<b>£</b>
Total receipts for the year (page 5)	26,920.48	23,954.86
Total payments for the year (page 6-7)	(24,136.00)	(35,572.26)
<b>Net payments for the year</b>	<b>2,784.48</b>	<b>(11,617.40)</b>
Cash, Bank and unrestricted funds brought forward	15,649.04	27,266.44
<b>Cash, Bank and unrestricted funds carried forward (pages 8)</b>	<b>18,433.52</b>	<b>15,649.04</b>

*Mike Poole*

The above accounts and accompanying statements of assets and liabilities were approved by the Trustees on 5 July 2022 and are signed on their behalf by Mike Poole.

Receipts for the year ended  
31 March 2022

	2021/22 Unrestricted funds £	2020/21 Unrestricted funds £
<b>MEMBERSHIP</b>		
Subscriptions	4,576.50	3,240.25
Capitation	(3,022.00)	(5,535.00)
	<u>1,554.50</u>	<u>(2,294.75)</u>
<b>GRANTS</b>		
COVID-19 Business Grant	-	10,000.00
KCC grant	-	3,000.00
Scouts Recovery Fund	-	3,500.00
	-	<u>16,500.00</u>
<b>INVESTMENT INCOME RECEIVED</b>		
BS & Bank interest	0.32	0.10
Flexclusive Saver	0.74	32.52
	<u>1.06</u>	<u>32.62</u>
<b>DONATIONS (One-Off)</b>	1,715.00	42.95
<b>ACTIVITIES</b>		
Outings	1,019.80	-
Camps	974.00	240.00
	<u>1,993.80</u>	<u>240.00</u>
<b>FUND RAISING</b>		
Bazaar	2,230.13	-
Jumble Sales	490.71	-
Wine and Wisdom	935.00	-
Coffee morning	216.70	-
	<u>3,872.54</u>	<u>-</u>
<b>OTHER RECEIPTS</b>		
Gift Aid	1,569.56	1,130.90
Giving Machine	40.18	15.24
Hire of Hall	13,700.31	6,227.55
Syndicate	1,216.00	1,285.00
Miscellaneous	1,107.53	715.35
Platinum Jubilee	20.00	-
Uniforms	130.00	60.00
	<u>17,783.58</u>	<u>9,434.04</u>
<b>TOTAL RECEIPTS FOR THE YEAR</b>	<u>26,926.48</u>	<u>23,954.86</u>

**Payments for the year ended  
31 March 2022**

	<b>2021/22 Unrestricted funds £</b>	<b>2020/21 Unrestricted funds £</b>
<b>PREMISES</b>		
Boiler Insurance	200.50	198.00
Cleaning	2,821.23	1,400.20
Electricity	328.00	340.00
Fire/Smoke Alarms/Fire Extinguishers	70.80	66.00
Gas	955.00	445.00
Insurance	1,026.37	965.05
Miscellaneous	-	32.50
Miscellaneous Repairs (Re-Decoration, Garden & Roof - repairs)	9,005.04	770.69
Rent	1,819.20	1,819.20
Roof Maintenance/Repair	-	27,155.00
Water & Drainage	214.99	10.00
	<b>16,441.13</b>	<b>33,201.64</b>
<b>DONATIONS</b>	190.00	-
<b>ACTIVITIES</b>		
Outings	2,218.70	313.00
Camps	60.00	-
Meetings Materials	792.52	272.07
Equipment	47.53	-
	<b>3,118.75</b>	<b>585.07</b>
<b>FUND-RAISING EXPENSES</b>		
Bazaar	395.80	-
Christmas Draw	147.54	-
Sponsored Walk	44.39	-
	<b>587.73</b>	<b>-</b>
<b>ADMIN/ESTABLISHMENT EXPENSES</b>		
Secretarial	119.44	46.82
Domain renewal	153.53	85.67
Photocopier Rent	7.96	15.34
Photocopier Copies	38.90	19.48
Photocopier Paper	10.00	-
	<b>329.83</b>	<b>167.31</b>



**Payments for the year ended  
31 March 2022**

	<b>2021/22 Unrestricted funds £</b>	<b>2020/21 Unrestricted funds £</b>
<b>OTHER EXPENSES</b>		
Syndicate	715.00	570.00
Miscellaneous	1,315.65	691.07
Badges	109.50	-
AGM	88.48	-
Uniform	1,019.94	336.57
	<b>3,248.57</b>	<b>1,598.24</b>
<b>NET STOCK PURCHASES</b>		
Bazaar Asset - Father Christmas Presents	-	-
Draw Asset	-	20.00
Scout Post Asset	-	-
	<b>-</b>	<b>20.00</b>
<b>PURCHASE / SALE OF CAPITAL EQUIPMENT</b>		
Purchase of projector	219.99	-
Transfer to Asset Account	219.99	-
	<b>439.98</b>	<b>-</b>
<b>TOTAL PAYMENTS FOR THE YEAR</b>	<b>24,136.00</b>	<b>35,572.26</b>

**Statement of Assets & Liabilities as at  
31 March 2022**

	2021/22 Unrestricted funds £	2020/21 Unrestricted funds £
<b>CASH FUNDS</b>		
Bank Current Accounts	7,403.14	4,708.88
B. S. Accounts	547.21	1,194.30
Flexclusive Saver Account	9,233.26	9,232.52
Cash in Hand	551.76	316.19
Syndicate Current Account	698.15	197.15
	<b>18,433.52</b>	<b>15,649.04</b>
<b>OTHER MONETARY ASSETS</b>	<b>None</b>	
<b>INVESTMENT ASSETS</b>	<b>None</b>	
<b>NON-MONETARY ASSETS Assets for Charity's own use</b>		
Father Christmas Presents	66.00	34.00
Draw - Lottery fee	20.00	20.00
Land & Buildings	1.00	1.00
Scout Post-Stamp Stock	145.60	145.60
Tents & Equipment W.D.V.	915.91	924.90
	<b>1,148.51</b>	<b>1,125.50</b>
<b>LIABILITIES</b>	<b>None</b>	
<b>CONTINGENT LIABILITIES/FUTURE OBLIGATIONS</b>	<b>None</b>	

**Capital Asset Workings**  
**31 March 2022**

	WDV b/f	Additions	Depn	WDV c/f
WDV	924.90	219.99	(228.98)	915.91
	<u>924.90</u>	<u>219.99</u>	<u>(228.98)</u>	<u>915.91</u>

Depreciated in 2022 and going forward on a 20% reducing balance basis.

**2021/22**

**Scout Post Stamp Stock**

Opening Stock	14,725.00	145.60	0.009888	Cost per stamp
Purchased	-	-		
Used in Year	-	-		No of cards posted
<b>Closing Stock</b>	<b>14,725.00</b>	<b>145.60</b>		
	-	-		
	14,725.00	145.60		
<b>Closing Stock</b>	<b>14,725.00</b>	<b>145.60</b>		

**Christmas present stock**

44 presents to rollover into 2022 @ £1.50 per present

**Trustees' remuneration**

None of the trustees have been paid any remuneration during the year ending 31 March 2022.