

Trustees' Annual Report

For the period

From (start date)

01 April 2020

to end date

31 March 2021

Section A	Reference and administration details
Charity name	2nd New Haw Scout Group
Other names the charity is known by	N o n e
Registered charity number (if any)	2 7 3 3 0 2
Charity's principal address	<div>2nd New Haw Scout Hut</div> <div>Rear of Parkside</div> <div>New Haw, Addlestone</div> <div> <div>Surrey</div> <div>KT15 3AR</div> </div>

Names of the charity trustees who manage the charity

	Trustee Name	Office (if any)	Dates acted if not for whole year
1	David Breakwell	Group Scout Leader	
2	Steve Bassett		
3	Jean Samuel	Beaver Scout Leader	
4	Kirstie Slater	Cub Scout Leader (Badgers)	
5	Katie Griggs	Cub Scout Leader (Panthers)	
6	Lee Bond	Group Chair	
7	Colin Breakwell	Group Treasurer	
8	Karen Masella	Group Secretary	
9	Steve Barber	Parent Representative	
10	Dawn Holmwood		

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 established under its rules which are common to all Scouts.

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 Chair, Treasurer and Secretary together with the Group Scout Leader and individual section leaders. The committee meets at least 3 times a year.

The Group Executive Committee exists to support the Group Scout Leader in meeting the responsibilities of their appointment. Members of the Executive Committee act collectively as charity Trustees of the Scout Group, and in the best interests of its members to:

- Comply with the Policy, Organisation and Rules of The Scout Association.
- Protect and maintain any property and equipment owned by and/or used by the Group.

- Manage the Group finances.

- Provide insurance for people, property and equipment.

- Provide sufficient resources for Scouting to operate. This includes, but is not limited to, supporting recruitment, other adult support, and fundraising activities.

- Promote and support the development of Scouting in the local area.

- Manage and implement the Safety Policy locally.

- Ensure that a positive image of Scouting exists in the local community.

- Appoint and manage the operation of any sub-Committees, including appointing Chairmen to lead the sub-Committees.

- Ensure that Young People are meaningfully involved in decision making at all levels within the Group.

- Open, close and amalgamate Sections in the Group as necessary.

The Executive Committee also:

- Appoints Administrators, Advisers, and Co-opted members of the Executive Committee.

- Approves the Annual Report and Annual Accounts after their examination by an appropriate auditor, independent examiner or scrutineer.

- Presents the Annual Report and Annual Accounts to the Scout Council at the Annual General Meeting; files a copy with the District Executive Committee and with the Charity Commission (if appropriate).

- Maintain confidentiality with regard to appropriate Executive Committee business.

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:

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 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.

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 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.

Section C

Objectives and activities

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 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.

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 demonstrate 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 those as a beneficiary.

During the year the Group's activities have been severely restricted due to the ongoing pandemic and government lockdown rules. When possible the sections have been meeting either online or using the outside space at the group headquarters. No camps have been possible during the year.

Section D**Achievements and performance**

The Group's main fundraising activities were cancelled this year due to the ongoing pandemic and lockdown restrictions. A new event was organised called 'bag to School' which raised an incredible £960. Thank you to all those volunteers who have given time and effort to make this fundraising activity happen - please continue to do so.

Runnymede Borough Council have provided significant COVID-19 related grants through a number of government programs. These grants have totaled £20,240.93 in this financial year.

Section E**Financial Review****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 £14,000.

The Group held reserve £36,283 against this at year end (compared to £25,729 March 2020). This is above required for operating expenses as the Group continues to building funds in anticipation of the ongoing programme of repairs/improvements to the hut and minibus replacement.

Membership Subscriptions continued at £105 (£8.75 per month) for this financial year. The Executive Committee consider subs to be excellent value for money. In January 2021 the Executive Committee decided to move subscription payments from bank standing orders to an OSM subscription. This would significantly reduce administration of subscriptions and gift aid.

The Group does not have sufficient funds to invest in longer term investments. The Group has therefore adopted a risk averse 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)

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Full name(s)

Colin Breakwell	Lee Bond
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Position (eg Secretary, Chair)

Group Treasurer	Group Chair
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Date

19 September 2021

2nd New Haw Scout Group Receipts and Payments Account

For the year from	01-Apr-20	T o	31-Mar-21
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Receipts and payments

	2019/20	2020/21
	Unrestricted funds	Unrestricted funds
	£	£
Receipts		
Donations, legacies and similar income		
Membership subscriptions	10,593	9,121
Less: Membership subscriptions paid on (National/County/District)	5,487	5,430
Net membership subscriptions retained	5,106	3,691
Donations and grants	2,397	20,088
Legacies	-	-
Gift Aid tax refund	-	-
Other similar income	-	-
Sub total	7,503	23,779
Youth programme and activities		
Beaver Scout Section	280	-
Cub Scout Section	5,062	105
Scout Section	11,775	672
Other	75	-
Sub total	17,193	777
Fundraising (gross)		
Jumble Sales	1,875	-
Mid-Summer Event	3,661	-
Christmas Post	-	-
Other fundraising activities	3,583	1,247
Sub total	9,120	1,247
Investment income		
Bank interest	20	3
Building Society interest	-	-
The Scout Association Short Term Investment Service/ COIF interest	-	-
Property Rent income	700	150
Other investment income	-	-
Sub total	720	153
Total Gross Income	34,536	25,956
Asset and investment sales, etc.	1,762	376
Total receipts	36,298	26,332

2nd New Haw Scout Group Receipts and Payments Account

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

	2019/20	2020/21
	Unrestricted funds	Unrestricted funds
	£	£
Payments		
Charitable Payments		
Youth programme and activities		
Beaver Scout Section	416	159
Cub Scout Section	5,107	1,380
Scout Section	8,523	3,119
Other	123	-
Adult support and training	253	-
Rent	450	450
Water and Sewerage	500	225
Electricity and Gas	668	806
Insurance	3,602	3,936
Repairs and Renewals	1,552	725
Materials and equipment	436	2,310
Printing and photocopying	-	-
Donations	-	50
Uniforms	-	-
AGM and trustee expenses	-	-
Other costs - Vehicle	2,178	1,092
Other costs - Badges	522	17
Other costs	172	76
Sub total	24,501	14,344
Fundraising expenses		
Jumble Sales	6	-
Mid-Summer Event	1,740	-
Christmas Post	-	-
Other fundraising costs	1,002	-
Sub total	2,748	-
Total Gross Expenditure	27,249	14,344
Asset and investment purchases, etc.	6,368	1,462
Total payments	33,617	15,806
Net of receipts/(payments)	2,681	10,525
Cash funds last year end	23,048	25,729
Cash funds this year end	25,729	36,254

Statement of assets and liabilities at the end of the year

	01-Apr-20	31-Mar-21
	Unrestricted funds	Unrestricted funds
	£	£
Cash funds		
Bank current account	14,508	28,156
Bank deposit account	8,087	8,090
Building society account	-	-
The Scout Association Short Term Investment Service/ COIF	-	-
Cash/Floats	3,133	39
Total cash funds	25,729	36,286
Other monetary assets		
Tax claim	-	-
Debts due to Group (Subs due from current members but not yet received)	-	-
Insurance claim	-	-
Sub total	-	-
Investment assets		
Investment property - detail	-	-
Quoted investments	-	-
Other investments - detail	-	-
Sub total	-	-
Non monetary assets for charity's own use (basis of valuation)		
Badge stock (est)	200	200
Shop stock (est)	1,773	1,500
Other stock		
Land and buildings (insurance value)	157,360	161,294
Motor vehicles (cost)	10,500	10,500
Scouting equipment, furniture etc (insurance value)	28,030	28,730
Other	-	-
Sub total	197,863	202,224
Liabilities		
Accounts not yet paid	-	-
Expenses incurred but not invoiced	-	-
Subscriptions not yet paid	-	-
Loan - detail	-	-
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 on 6 September 2018 (the date of the Executive Committee meeting that approved the accounts) and signed on their behalf by

Signature	
	Colin Breakwell Group Treasurer
	Lee Bond Group Chair

Scrutineer's Report to the Trustees of 2nd New Haw Scout Group

I report on the accounts of the Trust for the year ended 31 March 2021.

Respective responsibilities of Trustees and Scrutineer

As the Group's trustees you are responsible for the preparation of the accounts; you consider that neither the audit nor independent examination requirements of the Charities Act 2011 apply. It is my responsibility without carrying out an audit or independent examination to scrutinise the accounts and to report to you.

Basis of Scrutineer's Statement

In accordance with the directions given in the Group's constitution, I have scrutinised the records and the accounts set out on pages 5 to 7.

Scrutineer's Statement

In my opinion the accounts are in accordance with the records produced to me and comply with the constitution.

Name:

Address:

Date: