



Trustees meeting

24th June 2020

Owl's Lane, Buntingford.

Trustees:

Emma Ballantyne

Sandra Neill

Kay Hamilton-Crook (Chair)

Jo McNamara

Alison Barr

Kerri Malyon (minute secretary)

Apologies:

None

Accounts 2019

Accounts were reviewed and approved.

Total income £37,605 and Spending £34,256

Subs were ceased in April 2020 due to the COVID-19 pandemic – this was agreed by all Trustees.
Potential for re-instatement in January 2021.

Proposal for Scout Hut

We have been approached by two pre-schools as there has become a greater need for more childcare facilities within the Buntingford area, due to the town growing in size over the past two years. As part of the community the need to support families and children is becoming greater and with having space available for hire, this seemed like the appropriate step forwards.

Two proposals have been received from pre-schools for permanent letting of the scout hut – Mon – Fri. it was noted that the letting of the hut to a community group for education is permitted under the current VAT rules.

First proposal was rejected based on communication issues.



Second proposal was accepted by the Trustees. Details of the letting as follows;

48 weeks per year between 8am – 4pm.

It was agreed that there would be a rate reduction for the first 3 months to enable the setting up of a new business, the rate would return to standard for the following 38 weeks.

The pre-school are to be responsible for the cleaning of the hut. This should be based around existing COVID-19 guidance issued by the UK Government and the Scout COVID-19 risk assessment.

Action – Sandra to send Jo and Kay copy of the insurance details for the Scout hut to enable a thorough check to be completed.

Action – Jo Cleaning for extra activities to be arranged – e.g: evening activities.

Action – Kay to contact existing hirers regarding termination of contracts asap.

Action – Jo to contact proposed pre-school hirer regarding hourly cost of letting and agree deposit details (proposed 2 months and £500 holding fee)

Action – Kerri/Jo/Kay – Develop COVID-19 risk assessment

It was noted that all Trustees approved this proposal with the changes detailed above.

AGM date

Trustees to attend in person (Social distancing will be implemented). All parents to be invited via Zoom.

Monday 6th July @ 7:30pm

Location TBD

Trustees agreed on nominations for Peter Smart Trophy and Section Trophy.

AOB

After numerous issues with BT it was decided that a temporary solution will be found to the internet installation for a period of 2 months, until the BT situation is resolved.

Management Report

Buntingford Scout Group #275294

For the period ended 31 December 2020



Prepared on

6 October 2021

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Profit and Loss

January - December 2020

	Total
INCOME	
Donations One off's	14,675.62
Easy fundraising	309.80
Event	0.00
Annual Family Camp	95.00
Santa Run	347.99
Total Event	442.99
Gift Aid	7,898.05
Hut Lettings	9,232.74
Misc Income	500.00
School Meal Initiative	2,760.50
Subs Griffins	946.40
Subs Hawks	800.80
Subs Phoenix	538.72
Subs Quinn	713.44
Subs Rib	1,222.60
Subs Taurus	990.50
Total Income	41,032.16
GROSS PROFIT	41,032.16
EXPENSES	
AGM	27.07
Capitation Quinn	1,112.50
Capitation Rib	845.50
Capitation Taurus	979.00
Capitation Griffins	845.50
Capitation Hawks	756.50
Capitation Phoenix	489.50
Donations given out	1,144.50
Electric	2,307.85
Expenses Griffins	372.24
Expenses Group	1,163.26
Expenses Hawks	173.40
Expenses Phoenix	348.73
Expenses Quinn	10.00
Expenses Rib	552.96
Expenses Taurus	147.24
Group Badges & Uniform	1,841.35
Group Monthly Subscriptions	1,410.35
Group Printing, Postage and Stationery	62.86
Group Professional Services	300.00
Hut costs/repair & renew	10,427.04
Insurances	1,063.67
School meals initiative supplies	2,817.98
Waste	777.32
Water	252.31

	Total
Total Expenses	30,228.63
NET OPERATING INCOME	10,803.53
NET INCOME	£10,803.53

Balance Sheet

As of December 31, 2020

	Total
FIXED ASSET	
Total Fixed Asset	
CASH AT BANK AND IN HAND	
Bank Current & Activities	1,818.74
Bank Subs	31,533.46
Petty cash	765.97
Total Cash at bank and in hand	34,118.17
CURRENT ASSETS	
Uncategorised Asset	8,317.00
Total Current Assets	8,317.00
NET CURRENT ASSETS	42,435.17
NET CURRENT ASSETS (LIABILITIES)	42,435.17
TOTAL ASSETS LESS CURRENT LIABILITIES	42,435.17
TOTAL NET ASSETS (LIABILITIES)	£42,435.17
CAPITAL AND RESERVES	
Opening Balance Equity	35,766.12
Retained Earnings	-4,134.48
Profit for the year	10,803.53
Total Capital and Reserves	£42,435.17



F.A.O Sandra Neill
Buntingford Scout Group
Bowling Green Lane
Buntingford
Hertfordshire
SG9 9AW

12th April 2021

Dear Sandra,

Accounts for the year ended 31st December 2020

Please take this letter as formal confirmation that the accounts for the year ended 31 December 2020 undertook an internal examination by us, Bracey's Accountants Limited.

During the examination queries were raised and answered to verify the validity of the accounts data to which we were happy with the results.

We confirm we are happy with the result of our independent examination and approve this via the signature below.

If you have any further questions, please do not hesitate to contact us.

Kind Regards,

Farren Brooker
For and on behalf of Bracey's Accountants Limited

Tel: 01462 413 249 braceys-accountants.co.uk mail@braceys-accountants.co.uk

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