



Agenda

Annual General Meeting,

Tuesday 22nd June 2021

Via

Zoom

7.30pm

2nd Thatcham AGM

Time: Jun 22, 2021 07:30 PM London

Join Zoom Meeting

<https://zoom.us/j/96652850100>

Meeting ID: 966 5285 0100

Passcode: 0376779758

Agenda

1. Welcome & Apologies
2. Approval of 2019-20 AGM Minutes
3. Trustee's Annual Report for 2020-21
4. Treasurers Report and Accounts for 2020-21
5. Approval of the Trustee's Annual Report and Statement of Accounts for 2020-21
6. Approval of the Group Scout Leader's nomination of the Group Chair for 2021-22
7. Election of Group Executive Officers for 2021-22

Group Secretary
Group Treasurer

8. Election of Members to the Group Executive for 2021-22
9. Appointment of Independent Examiner for 2021-22
10. 2nd Thatcham Scouts Annual Review



AGM Minutes – 3 November 2020

Zoom Meeting

Present

D Danskin A Hunter S Bird A Cole	B Tichband T Bareham G Bird J Parmar	Maltby Family N Doe A Pritchard C Coopey
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Apologies from: P Frost, J Payen, A Davis

Awards

No awards were given out this year as the AGM was via Zoom

Minutes

Minutes of the last AGM (12/07/2019) were distributed via email and approved by a show of hands with 1 change to attendance

Trustees Annual Report and Statement of Accounts for 2019-2020, were circulated by email and approved by a show of hands

The Treasurers Report and Accounts for 2019-2020 were talked through and approved.

Nominations and Elections for 2020-2021

Amanda Cole nominated by District Commissioner and elected as Group Chair

Jyoti Parmar continues as Group Treasurer

Allison Pritchard continues as Group Secretary.

Nigel Doe continues as Quartermaster

All the above were thanked for their hard work and support over the last year

The following parent reps were elected;

Ben Tichband – Forest Beavers

Dan Danskin – Great Oak Beavers

TBC – Rogers Cubs

TBC – Bostock Cubs

Dan Danskin – Thor Scouts

We have vacancies for Parent Reps if anybody wants to join us please let us know

Mark Alderman was appointed as the Independent Examiner

2nd Thatcham Scouts Overview

It has been a difficult year with the GSL changing a couple of times, but a successful year for the Young People, who have taken part in various camps, sleepovers, activities and trips. The Scout camp to Jersey was fantastic.

District Commissioner

Caroline Coopey thanked all the Leaders, Parents and Exec members for their support of the Group. Commented that we are the largest Group in the District and that that comes from good leadership

Very difficult at the moment with COVID to know where we will be over the next few months. Moving forward now, hopefully we will carry on with the sections getting together and doing well over the lockdown.

Chairperson

Amanda Cole thanked everyone for coming to possibly the shortest AGM ever!

She apologised for the delay to the meeting and that we all missed out on a BBQ but appreciated people joining us at a very different AGM this year.

She reiterated that we have a strong group both financially and actively and again thanked everyone involved.

It is going to be a challenging year ahead reacting to COVID but with some flexibility and adapting of activities she is looking forward to hearing about all that we do next year.

AC thanked those involved with the Hut redecoration it is looking great.

Many Thanks

Thanks to all the leaders, helpers, parents and young people

Next years AGM – date to be confirmed



Trustee's Annual Report For the period from 1st April 2020 to 31st March 2021

A. Reference and administration details

Charity name: 2nd Thatcham Scout Group

Charity number: 279878 (England & Wales)

Charity's principal address: Memorial Playing Fields
Brownsfield
Thatcham
RG18 3AG

Names of the *Charity Trustees* who managed the charity during the year (the "2nd Thatcham Executive Committee"):

<i>Elected</i>	Amanda Cole	Chairperson
	Jyoti Parmar	Treasurer
	Allison Pritchard	Secretary
	Caroline Coopey	GSL (stand in)
<i>Nominated members</i>		
	Nigel Doe	Quartermaster
<i>Co-opted</i>	Ben Tichband	Parent Rep (Forest Beavers)/Fundraising Team
<i>Members</i>	Dan Danskin	Parent Rep (Great Oak Beavers)/Fundraising Team
	Vacant	Parent Rep (Rogers Cubs)/Fundraising Team
	Vacant	Parent Rep (Bostock Cubs)/Fundraising Team
	Dan Danskin	Parent Rep (Thor Scouts)/Fundraising Team
	Vacant	Youth Rep

The Scout Association
Gilwell Park
Chingford
London E4 7QW

Bankers: Lloyds Bank Thatcham
Independent Examiner: Marc Alderman

0345 300 1818 (UK)
+44 (0)20 8433 7100
scout.association@scouts.org.uk
scouts.org.uk

B. Structure, governance and management

The Group's governing documents are those of The Scout Association (Registered Charity number 306101).

They consist of a Royal Charter, which in turn gives authority to the Bye Laws of the Scout Association and the Policy, Organisation and Rules of The Scout Association. The Group is established under The Scout Association's rules, which are common to all Scout undertakings in the United Kingdom.

B.1 The 2nd Thatcham Executive Committee

The 2nd Thatcham Scouts are managed by the Group Executive Committee, the members of which are the *Charity Trustees* of the Scout Group and are appointed in accordance with the rules of The Scout Association.

The Committee consists of three independent representatives - Chairman, Treasurer and Secretary - together with any Group Scout Leader(s), and parent representatives. The Executive Committee meets at least 4 times each year and exists to support the Scout Group.

Members of the Group Executive Committee must act collectively as the *Charity Trustees* of the Group, and in the best interests of its members to:

- Ensure compliance with all relevant legislation;
- Comply with the Policy, Organisation and Rules of The Scout Association;
- Protect and maintain any property and equipment owned 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 other sub-Committees, including appointing Chairmen to lead those sub-Committees;
- Ensure that Young People are meaningfully involved in decision making at all levels within the Group;

The Group Executive Committee must also:

- Appoint Administrators, Advisers, and Co-opted members of the Committee;
- Approve the Annual Report and Annual Accounts after their examination by an appropriate auditor, independent examiner or scrutineer;
- Present the Annual Report and Annual Accounts to the Group Scout Council at the Annual General Meeting and file a copy with the District Executive Committee;
- Maintain confidentiality with regard to appropriate Executive Committee business.

B.2 Internal controls

The Group Executive Committee has in place systems of internal controls that are designed to provide reasonable assurance against material mismanagement or loss of the Group's property and money; these include two signatories for all bank payments.

C. Objectives and activities

The objectives of the Group are achieved by operating in accordance with the Purpose, Values and Method of Scouting and The Scout Association.

The Purpose of Scouting is to actively engage and support young people in their personal development, empowering them to make a positive contribution to society.

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.

Scouting uses a Method, which is young people, in partnership with adults:

- enjoying what they are doing;
- learning by doing;
- participating in varied and progressive activities;
- making choices for themselves;
- taking responsibility for their own actions;
- working in groups;
- taking increasing responsibility for others;
- taking part in activities outdoors;
- sharing in prayer and worship;
- making and living out their Promise.

This Method is delivered mainly at Group level, through a weekly training programme and regular camps and activities for each age group (or “Section”). The Group supports this delivery mainly by providing programme advice and guidance for Section leaders; together with management advice and guidance for Group Scout Leaders and Group administrators.

The Group also provides camps, activities and fundraising opportunities for all members of the 2nd Thatcham Scout's and contributes to the district activities.

D. Achievements and performance

D.1 Activities

Since March 2020 the Group have been carrying on with Scouting on zoom with just a few weeks in the autumn when we were able to meet in smaller groups face to face for a short time, before we had another lockdown. Beavers and Cubs have managed to run at home sleepovers for their sections and in October half term last year we ran a joint sleepover for all Beavers and Cubs in the Group. It was a great success and we had almost one hundred of your young people attend with their siblings and families. We are looking forward to returning to Scouting face to face after, when weather permits, we will be spending most of our meetings outside. We are all looking forward to meeting our young people again as it feels like a long time since we have seen them and some members we have only ever met on zoom.

Throughout our time on zoom we have taken new young people in all sections and moved them up into their next sections. All our members have worked on many badges throughout our zoom meetings and also they have worked on badges at home. The young people have also completed their top awards in each section, this is thanks to the all the Leaders supporting them with great program ideas. One of our Scouts has work so hard that they have been presented with their Chief Scout Gold Award. We would like to say a big well done to Alex Turner. All the Leaders are very proud of what our young people have achieved. We should say a big thank you to all the Leaders in the Group who have all worked tirelessly throughout lockdown to create a program online either weekly or fortnightly for the past year.

Well done to you all.

D.2 Membership numbers

Considering that we have been on zoom for the last year, we have kept most of the young people, and of those who did not want to join in on zoom, most have returned with face to face meetings.

Beavers:		Cubs:		Scouts:	
Forest	24	Bostock	21	Thor	33
Great Oak	21	Rogers	38	All Leaders	24

D.3 Group fund raising

Due to COVID-19 restrictions, 2nd Thatcham Group were unable do any group fundraising during our Financial Year 2020-2021. We are hopeful that we may be able to have a few activities in the coming year.

E. Financial Review

The annual accounts for 2nd Thatcham Scouts Group are attached. They have been prepared by Jyoti Parmar - Group Treasurer and approved by the Executive Committee. An audit has been carried out by our Independent Examiner, Marc Alderman.

The group's principle source of funds is from member's subscriptions, fundraising activities and gift aid with some additional income from rent and other minor sources.

We have reduced our Terms Subscriptions for 2020-2021 to £26.00 due to COVID-19 restrictions and UK Lockdown. We have been able to collect the majority of our termly subscriptions via the GoCardless online system and we are grateful for your full co-operation and your support during this unprecedented time. Kind reminder for all parents to sign up to the gift aid scheme.

We have been unable to do any fundraising, but we have received Grants of £20,240.93 from West Berkshire Council in support of local Charities & Businesses. We have received donation of £400.00 from Gamma Telecom in October 2020.

The Group account shows a balance of £9,540.20 at the end of this financial year. This year we have refurbished the Scout Hut which has increased the overall costs. A new oven has been fitted in the kitchen and new lights in the Hut, refreshed the walls and ceilings with paint. We have installed a container in the Hut grounds. Overall costs for

2nd Thatcham Scout was of £18,594, which includes the Hut maintenance & refurbishment of £10,176K.

The Colourful Caterpillar Pre-School has started renting the Hut in term time during the days from January 2021. We have collected the rent from TCC for 1st term but none from other sublets.

We have refunded around £5.3K this year for all cancelled activities. (WINGS, Camps).

We have been keeping separate funds accounts for capitation costs (money we pay for each child to the District every year), a hardship fund and a HQ maintenance fund for few years. The separation of those accounts ensures better management of group accounts.

At the end of each financial year any monies held in the section accounts over £500 is transferred back to the group account. Any monies in the accounts held for forthcoming events will be left in the section accounts.

We now run a budget system on the individual troop accounts where each section receives an amount per child at the end of a term determined on the number of subscriptions paid. This also enables us to keep a third towards group costs and a third towards capitation costs.

This new system ensures that all group costs are covered and that we are not spending more than our income, ensuring the financial stability of 2nd Thatcham Scouts Group.

E.1 Reserves policy

The Group's policy is to hold sufficient financial reserves to continue the charitable activities of the Group should income and fundraising activities fall short and also to deal with any exceptional expenses.

Operating expenses at 2nd Thatcham Scout group were approximately £8,400 in the last financial year not including the District fees. The group currently holds £10,017.11 in the Scouts Association Account, which the executive committee believes to be a suitable sum to hold as a reserve.

F. Plans for future period and other information

At the time of this report, we have just started to meet the young people face to face and we hope that this will carry on through the summer term and into the autumn. At this time, we cannot run any camps or sleepovers, some of the sections are waiting for the go ahead so they can run some camps in the autumn term. Moving into the new school year we all want to run trips, camps and sleepovers and we are looking forward to that. We are also hoping to organize a Group camp next year.

G. Declaration

Agreed by the charity's trustees at the 2nd Thatcham Group Executive Committee meeting held on June ?? 2021 and signed on their behalf

Amanda Cole, Chairman
June ?? 2021

Jyoti Parmar, Treasurer
June ??, 2021

Independent examiner's report to the trustees of 2nd Thatcham Scout Group

I report to the trustees on my examination of the accounts of the 2nd Thatcham Scout Group for the year ended 31st March 2021

Responsibilities and basis of report

As the charity trustees of 2nd Thatcham 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 2nd Thatcham Scout Group accounts carried out under section 145 of the 2011 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.

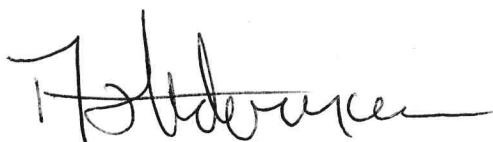
Independent examiner's statement

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 respect of the 2nd Thatcham Scout Group as required by section 130 of the Act; or
2. the accounts do not accord with those 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: Marc Alderman

Relevant professional qualification or membership of professional bodies (if any):

Address: 50 Grenadier Gardens Thatcham RG19 4PN

Date: 02/06/21

2nd THATCHAM SCOUT GROUP
Registered Charity No 279878

BALANCE SHEET 2020/2021

Balance in hand 1st Apr 2020

Group Account	15011.56
Scouts Account	2458.92
Cub Account	2943.92
Beavers Account	1104.84

Scout Jersey Camp	2929.34
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Long Term Investment	10017.11
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Hardship Fund	864.00
HQ Maintenance Fund	1658.33
Capitation Fund	7954.47

TOTAL	44942.49
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Cash	408.89
Lloyds Bank	18196.82
Lloyds Bank - Savings	15849.71
Prepayment Card	469.96
Scout Assn Account	<u>10017.11</u>
	44942.49

Balance in hand

Group Account	9540.20
Scouts Account	2712.23
Cub Account	1666.02
Beavers Account	446.73

Scout Jersey Camp	2929.34
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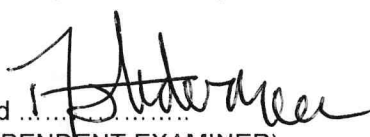
Long Term Investment	10017.11
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Hardship Fund	864.00
HQ Maintenance Fund	2358.33
Capitation Fund	12742.47

TOTAL	43276.43
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Cash	408.89
Lloyds Bank	7298.60
Lloyds Bank - Savings	23455.00
Prepayment Card	2096.83
Scout Assn Account	<u>10017.11</u>
	43276.43

I certify that these accounts represent a true indication of the financial position according to the documents supplied to me, and that the Rules of The Scout Association and the requirements of The Charity Acts concerning finance have been followed.

Signed 
(INDEPENDENT EXAMINER)

Date 20/06/21

Signed 
(CHAIRMAN)

Date 21/06/21

Signed 
(TREASURER)

21.06.2021

GROUP ACCOUNT

INCOME

**FUNDRAISING	£0.00
SUBS TO GROUP	£6,988.00
JOINING FEES	£0.00
Group	£0.00
IST THATCHAM GUIDES	£0.00
3RD THATCHAM BROWNIES	£0.00
8TH THATCHAM BROWNIES	£0.00
TCC PRE-SCHOOL - RENT	£4,205.00
TCC PRE-SCHOOL DEPOSIT	£1,500.00
HIRINGS	£0.00
GIFT AID	£0.00
Group Spring Camp	£0.00
WINGS 2020	£816.43
Gilwell	£102.00
DONATIONS	£400.00
Grants	£20,240.93
Interest	£5.29

*MISC	£0.00
Transfer to Petty Cash	£20,395.84
Transfer from HQ Maintenance	
Transfer from Capitation	£0.00

TOTAL £54,653.49

TOTAL INCOME
TOTAL EXPENDITURE
EXCESS OF INCOME OVER EXPENDITURE

ACCOUNT STATUS on 31.03.2021

Balance bought forward from 2019-2020

EXPENDITURE

**FUNDRAISING	£0.00
Subs - Transfers to sections	£6,410.00
EQUIPMENT & STORES	£1,650.00
UNIFORM	£0.00
***GROUP EXPENSES	£2,723.20
GRUNDON	£458.20
DISTRICT FEES	£8,422.23
HQ MAINTENANCE	£6,005.20
Group Spring Camp	£0.00
WING 2020	£4,105.00
Gilwell	£264.00
RATES	£0.00
RENT	£1,387.76
INSURANCE	£1,500.90
WATER	£564.10
OIL	£718.80
LEGAL FEE	£1,566.00
ELECTRIC	£584.88
TRAINING	£0.00
CLEANING	£155.98
PHOTOCOPIER	£419.92
OSM CHARGES	£375.86
RENT REFUND	£150.00
SHARE OF NURSERY PROFIT	£1,283.25
CCTV - TRUST	£483.73
*MISC	£0.00

Transfer to Petty Cash	£20,895.84
Transfer to HQ Maintenance	£0.00

TOTAL £60,124.85

£54,653.49
£60,124.85
 -£5,471.36

-£5,471.36

£15,011.56

£9,540.20

SCOUT ACCOUNTS

SCOUT ACCOUNT

INCOME

Carried forward from 2019/2020	£2,458.92
Subscriptions	£423.10
ACTIVITIES	£79.10
Uniform	£0.00
Scout District WaterSport	£0.00
Scarefest 2019	£72.97
Bowling	£8.00
District Shooting	£0.00
Freezer Camp	£108.00
Scuba	£20.00
Dragon BoatRace	£75.00
Ice Skating	£100.00
Total Income	£886.17

EXPENDITURE

ACTIVITIES	£39.24
BADGES	£233.52
Scout District WaterSport	£350.00
Scarefest 2019	£10.10
Bowling	£0.00
District Shooting	£0.00
Freezer Camp	£0.00
Scuba	£0.00
Dragon BoatRace	£0.00
Ice Skating	£0.00
Total Expenditure	£632.86

ACCOUNT STATUS on 31.03.2021

£2,712.23 ok

CUB ACCOUNTS

CUB ACCOUNT

INCOME

Carried forward from 2019/2020	£2,943.92
SUBS	£618.50
ACTIVITIES	£0.00
uniform	£0.00
District Cub Camp 2020	£0.00
Ifly Basingctok - Bostock	£20.00
	£0.00
	£0.00
Misc	£0.00
Total Income	£638.50

EXPENDITURE

ACTIVITIES	£846.01
BADGES	£860.39
District Cub Camp 2020	£210.00
Ifly Basingctok - Bostock	£0.00
	£0.00
	£0.00
Misc	£0.00
Total Expenditure	£1,916.40

ACCOUNT STATUS on 31.03.2021

£1,666.02

BEAVERS ACCOUNTS

BEAVER ACCOUNT

INCOME

Carried forward from 2019/2020 £1,104.84

SUBS £1,070.00

ACTIVITIES £518.15

Uniform £0.00

Beavers District WaterSport £0.00

Beavers WINGS20 in a Day £0.00

Great Oak Seaside Week End 2020 £0.00

Misc

Total Income £1,588.15

EXPENDITURE

ACTIVITIES £1,253.38

BADGES £644.88

Beavers District WaterSport £160.00

Beavers WINGS20 in a Day £108.00

Great Oak Seaside Week End 2020 £80.00

£0.00

£0.00

Total Expenditure £2,246.26

ACCOUNT STATUS on 31.03.2021

£446.73

HQ MAINTENANCE ACCOUNT

Total Income	£700.00
Less expenditure	£0.00
Deficit/Excess of income over expenditure	£700.00
Balance in hand 1/4/2019	£1,658.33

ACCOUNT STATUS on 31.03.2021**£2,358.33****JERSEY CAMP ACCOUNT****INCOME**

Balance in hand 1/4/2019	£2,929.34
Income	£0.00
Camp Fee	£0.00
Fundraising	£0.00
Total income	<u>£2,929.34</u>

Expenditure

£0.00

ACCOUNT STATUS on 31.03.2021**£2,929.34****HARDSHIP FUND ACCOUNT**

Total Income	£0.00
Less expenditure	£0.00
Deficit/Excess of income over expenditure	£0.00
Balance in hand 1/4/2019	£864.00

ACCOUNT STATUS on 31.03.2021**£864.00****CAPITATION ACCOUNT**

Total Income	£4,788.00
Less expenditure	£0.00
Deficit/Excess of income over expenditure	£4,788.00
Balance in hand 1/4/2019	£7,954.47

ACCOUNT STATUS on 31.03.2021**£12,742.47**