



Agenda

Annual General Meeting,

Saturday 9th July 2022

2nd Thatcham Scout Hut (Memorial Field)

5.30pm

Agenda

1. Welcome & Apologies
2. Approval of 2020 21 AGM Minutes
3. Trustee's Annual Report for 2021-22
4. Treasurers Report and Accounts for 2021-22
5. Approval of the Trustee's Annual Report and Statement of Accounts for 2021-22
6. Approval of the Group Scout Leader's nomination of the Group Chair for 2022-23
7. Election of Group Executive Officers for 2022-23

Group Secretary
Group Treasurer

8. Election of Members to the Group Executive for 2022-23
9. Appointment of Independent Examiner for 2022-23
10. 2nd Thatcham Scouts Annual Review



AGM Minutes – 22 June 2021 Zoom Meeting

Present

D Danskin	B Tichband	N Doe
A Hunter	T Bareham	A Pritchard
S Bird	G Bird	C Coopey
A Cole	J Parmar	L Field
J Payen	R Rugman	L Danskin
P Frost	L Burton	A Norman
B Oakman	K Parkington	F Stroud

Apologies from:

Awards

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

Minutes

A Cole: Welcomed everyone and thanked them for joining in. Following an unprecedented year we are getting back to face 2 face scouting, thanked all leaders and helpers for an amazing job over lockdown

Minutes of the last AGM (03/11/2020) were distributed via email and approved by a show of hands

Trustees Annual Report and Statement of Accounts for 2020-2021, were circulated by email and approved by a show of hands

The Treasurers Report and Accounts for 2020-2021 were talked through and approved.

C Coopey: Amanda Cole has been involved on the Exec for over 8 years as both secretary and Chair. Over the last year she has taken a step back and Dan Danskin has taken over the role. Thanked AC for everything she has done for the Group

Nominations and Elections for 2021-2022

Dan Danskin nominated by GSL 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

TBC – Great Oak Beavers

TBC – Rogers Cubs

TBC – Bostock Cubs

Rob Rugman – 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's been an interesting year, most of it on Zoom, we are looking forward to getting back to face 2 face meetings or a blended programme depending on restrictions.

Over zoom lots of badges have been completed including County badges and badges at home. Parents have appreciated the activities and camps at home we have organised.

During the October half term, we had more than 100 children with siblings and families all involved in our Circus camp with a great camaraderie.

We are looking forward to getting back to proper camping, but rules are strict at the moment.

GSL thanked everyone for the support given to the Group in whatever way.

District Commissioner

Julia Payen commented that it was great to see all that 2nd have achieved over lockdown. Zoom has been hard for everyone, but some excellent activities have been organised.

Julia is stepping down as DC, this will be her last AGM, 2nd Thatcham is a great Group and is where she started with the Beavers.

Chairperson

Dan Danskin advised that he had been to the District AGM and numbers especially Beaver numbers are down. Our numbers are up, leaders have stayed during lockdown and zoom has been great, as a parent he thanked all involved with keeping things going. He then thanked all involved in the Hut refurbishment with Ashley and Nigel putting in a lot of time and Lynne putting in place all the paperwork. The Colourful Caterpillar Nursery is now in place and we can reinvest their rent money back into scouting

Many Thanks

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

C Coopey announced that the Exec committee has brought all the Leaders a camp mug to say thank you for their efforts over the difficult lockdown period

D Danskin Thanked Amanda for all her years of service

Next years AGM – date to be confirmed



Trustee's Annual Report For the period from 1st April 2021 to 31st March 2022

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

Bankers: Lloyds Bank Thatcham

Independent Examiner: Marc Alderman

The Scout Association
Gilwell Park
Chingford
London E4 7QW

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

As a Group we started to meet completely face to face with all our Young People in each section at one time at the start of the Summer Term in 2021. This was a huge relief for the Leadership Teams and for our members. We all spent most of that term outside running a variety of activities. Although we carried on meeting face to face in the Autumn term, due to the covid numbers still being high we had to cancel several activities both Group and District level and high away which meant we could not run sleepovers and camps.

Rogers managed to get away in September, Thor went to Freezer camp in February and Forest and Great Oak had a sleepover in the beginning of March. Bostock had to cancel a camp due to stormy weather and have moved it to Easter. Moving forward throughout

2022 we have managed to run our weekly meetings and events without any issues. All our Young People will have the opportunity to take part in at least one night away and we are all looking forward to our Group Camp in May. Next year we will have many more activities and camps to talk about.

The Group are very proud of all of our Leaders, who took on a huge challenge in March 2020 and the way they have continued to work for the young people, and we all say a very big thank you to you all.

D.2 Membership numbers

Numbers in the group have increased over the past year,

Young People				
Section		Time	2020-2021	2021-2022
Beavers	Forest	Wednesday 17:30	24	30
	Great Oak	Monday 17:00	21	22
Cubs	Bostock	Friday 18:30	21	20
	Rogers	Monday 18:45	38	31
Scouts	Thor	Thursday 19:00	33	40
Total			137	143
Leaders				
Total			24	24

D.3 Group fund raising

Fundraising is critical to our ability to provide activities for our members.

Last year we raised £2,315.13 at the Thatcham Fun Day BBQ - June 2021

Other fund raising activities such as End of Term BBQ and bag packing could not take place due to covid.

This amount is therefore down significantly from pre-covid levels of £3838 in 2019.

Thatcham Funday is currently our only source of fundraising along side grant applications for major undertakings

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.

. The Subscriptions have returned to the pre-covid amount of £37.50 per term. 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. Kind reminder for all parents to sign up to the gift aid scheme and to put it in the picture, we have received £4,935.16 in gift aid this financial year.

The fundraising total of £2,306,35 helps us to maintain the hut and provide new equipment when required. We appreciate for your spare time given to the 2nd Thatcham Scouts during the Fundraising Events and various activities when needed by the Leaders.

Sadly, our tenant, The Colourful Caterpillar Pre-School had to close due to diminishing numbers, their contribution to our income will be missed. The Executive Committee is working with our landlords to find new tenants.

We also said goodbye to one of our Brownies troops who moved to 1st Thatcham in order to be closer to their Guide troop.

The Group account shows a balance of £18,274.99 at the end of this financial year. This year's Group running costs is at £14,800 which increased from previous year due to running costs of the Hut such as Heat & Power, Insurance HQ Maintenance (Deep cleaning, Fire risk assessment and various yearly Hut maintenance) Electric bill for the Hut has increased from previous year but will hopefully decrease as a Smart Meter will be installed for accurate readings. We bought two brand new tents for the 2nd Thatcham Scouts member to utilise when camping.

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 a few years. The separation of those accounts ensures better management of group 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.

It is extremely hard for us to manage event budgets when people cancel at the last minute. For this reason, we need to re-iterate that by paying a deposit you have confirmed your child to attend. As such, 2nd Scouts will commit funds progressively as the trip is organised. Please note that if you decide to cancel your child's attendance, there may be additional costs to pay, over and above the deposit. The closer to the date of the event the higher the additional costs are likely to be.

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 £10,000 in the last financial year not including the District fees. The group currently holds £10,096.02 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

2022-23 will see us signing a new lease with our landlord "The Trust" which will replace the old lease signed back in 1978!. This will guarantee our tenure for the next 20 years at least but will come with a significant increase in rent.

Our current rent is still set at around £1,200 per year as it has been marginally increasing since 1978. The Trust has worked with independent assessors and indicated a new rent of £3,500 per year, which is heavily discounted (90%) from standard due to our charity status. In addition to this large discount, The Trust will also incrementally increase the rent from current rate over the next 5 years to ease the impact.

While this threefold increase in rent seems significant, rent is by no means our biggest expense, in fact it ranks 4 or 5 on the list, as such we are not alarmed or concerned by the increase. However, over the coming years we will undoubtedly have to increase Subscriptions to account for this.

Current county average subscriptions are around £50, it is our intention to implement small increases year on year over the next 5 years.

The resulting subscription fee will depend heavily on the involvement of parents in fundraising activities over the coming years.

At the time of writing, we have just finished a fantastic Group Camp, this will be discussed in 2022-2023 report.

G. Declaration

Agreed by the charity's trustees at the 2nd Thatcham Group Executive Committee meeting held on 9th July 2022 and signed on their behalf

Dan Danskin, Chairperson
09/07/2022

Jyoti Parmar, Treasurer
09/07/2022

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 2022

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): N/A

Address: 50 Grenadier Gardens Thatcham RG19 4PN

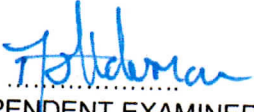
Date: 29/06/22

2nd THATCHAM SCOUT GROUP
Registered Charity No 279878

BALANCE SHEET 2021/2022

<u>Balance in hand 1st Apr 2021</u>		<u>Balance in hand</u>	
Group Account	9540.20	Group Account	27815.19
Scouts Account	2712.23	Scouts Account	3586.11
Cub Account	1666.02	Cub Account	3086.48
Beavers Account	446.73	Beavers Account	354.67
Scout Jersey Camp	2929.34	Scout Jersey Camp	2513.34
Long Term Investment	10017.11	Long Term Investment	10096.02
Hardship Fund	864.00	Hardship Fund	864.00
HQ Maintenance Fund	2358.33	HQ Maintenance Fund	2358.33
Capitation Fund	12742.47	Capitation Fund	9612.00
TOTAL	43276.43	TOTAL	60286.14
Cash	408.89	Cash	0.00
Lloyds Bank	7298.60	Lloyds Bank	14386.71
Lloyds Bank - Savings	23455.00	Lloyds Bank - Savings	33457.92
Prepayment Card	2096.83	Prepayment Card	2345.49
Scout Assn Account	<u>10017.11</u>	Scout Assn Account	<u>10096.02</u>
	43276.43		60286.14


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 29/06/22

Signed 
(CHAIRMAN)

Date 8/7/22

Signed 
(TREASURER)

4-07-2022

GROUP ACCOUNT

INCOME

**FUNDRAISING	£4,460.45
SUBS TO GROUP	£17,538.00
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	£9,570.00
TCC PRE-SCHOOL DEPOSIT	£0.00
HIRINGS	£135.00
GIFT AID	£4,935.16
Group Spring Camp	£0.00
WINGS 2020	£2,180.00
Gilwell	£0.00
DONATIONS	£0.00
Grants	£8,000.00
Interest	£2.92

*MISC	£0.00
Transfer to Petty Cash	£17,117.91
Transfer from HQ Maintenance	
Transfer from Capitation	£12,742.47

TOTAL £76,681.91

TOTAL INCOME
TOTAL EXPENDITURE
EXCESS OF INCOME OVER EXPENDITURE

ACCOUNT STATUS on 31.03.2022

Balance bought forward from 2020-2021

EXPENDITURE

**FUNDRAISING	£2,154.10
Subs - Transfers to sections	£14,080.00
EQUIPMENT & STORES	£2,020.82
UNIFORM / HIGH VIS	£265.00
***GROUP EXPENSES	£2,738.77
GRUNDON	£559.54
DISTRICT FEES	£7,599.39
HQ MAINTENANCE	£2,533.68
Group Spring Camp	£0.00
WING 2020	£350.00
Gilwell	£0.00
RATES	£67.95
RENT	£1,137.76
INSURANCE	£1,345.32
WATER	£484.13
OIL	£0.00
LEGAL FEE	£0.00
ELECTRIC	£1,295.29
TRAINING	£0.00
CLEANING	£1,080.00
PHOTOCOPIER	£461.81
OSM CHARGES	£832.45
RENT REFUND	£1,500.00
SHARE OF NURSERY PROFIT	£783.00
CCTV - TRUST	£0.00
*MISC	£0.00

Transfer to Petty Cash	£17,117.91
Transfer to HQ Maintenance	£0.00

TOTAL £58,406.92

£76,681.91

£58,406.92

£18,274.99

£18,274.99

£9,540.20

£27,815.19

SCOUT ACCOUNTS

SCOUT ACCOUNT

INCOME

Carried forward from 2020/2021	£2,712.23
Subscriptions	£1,182.00
ACTIVITIES	£0.00
Uniform	£0.00
Thor Dragon Boat Regatta	£170.00
Thor Paccar Freezer camp 2022	£1,820.00
Team Leaders camp @ Thirtover pl	£90.00

Total Income **£3,262.00**

EXPENDITURE

ACTIVITIES	£137.35
BADGES	£175.77
Thor Dragon Boat Regatta	£150.00
Thor Paccar Freezer camp 2022	£1,925.00
Team Leaders camp @ Thirtover pl	£0.00

Total Expenditure **£2,388.12**

ACCOUNT STATUS on 31.03.2022 **£3,586.11**

CUB ACCOUNTS

CUB ACCOUNT

INCOME

Carried forward from 2020/2021	£1,666.02
SUBS	£1,433.00
ACTIVITIES	£0.00
uniform	£0.00
4 & 5 Sept 2 Cubs Rogers Camp 2021	£1,080.00
4 & 5 Dec 2 Cub Rogers Xmas Sleepover	£440.00
03.12.2021 Cub Bostock Xmas Pottery Painting	£176.00
19 & 20 Feb Bostock Winter Camp 2022	£480.00
16 & 17 Apr Winter Camp 2022 II - Cub Bostock	£0.00
Misc	£0.00
Total Income	£3,609.00

EXPENDITURE

ACTIVITIES	£811.43
BADGES	£248.64
Cubs Rogers Camp 2021	£688.47
Cub Rogers Xmas Sleepover	£360.00
Cub Bostock Xmas Pottery Painting	£0.00
Bostock Winter Camp 2022	£30.00
Winter Camp 2022 II - Cub Bostock	£50.00
Misc	£0.00
Total Expenditure	£2,188.54

ACCOUNT STATUS on 31.03.2022

£3,086.48

BEAVERS ACCOUNTS

BEAVER ACCOUNT

INCOME

Carried forward from 2020/2021	£446.73
SUBS	£1,853.00
ACTIVITIES	£84.50
Uniform	£0.00
Beaver Forest & GO 35th Birthday Activity Day - Saturday 11th September 2021	£360.00
GO Adventure day @ Thirstover Place	£126.00
Forest Wild West Sleepover	£760.00
Great Oak Wild West Sleepover	£275.00
Great Oak Sleepover Thirstover PI	£275.00
Misc	
Total Income	£3,733.50

EXPENDITURE

ACTIVITIES	£963.88
BADGES	£1,209.20
Beaver Forest & GO 35th Birthday Activity Day - Saturday 11th September 2021	£348.75
GO Adventure day @ Thirstover Place	£9.40
Forest Wild West Sleepover	£1,069.33
Great Oak Wild West Sleepover	£225.00
Great Oak Sleepover Thirstover PI	£0.00
Total Expenditure	£3,825.56

ACCOUNT STATUS on 31.03.2022

£354.67

HQ MAINTENANCE ACCOUNT

Total Income	£0.00
Less expenditure	£0.00
Deficit/Excess of income over expenditure	£0.00
Balance in hand 1/4/2021	£2,358.33

ACCOUNT STATUS on 31.03.2022**£2,358.33****JERSEY CAMP ACCOUNT****INCOME**

Balance in hand 1/4/2021	£2,929.34
Income	£0.00
Camp Fee	£0.00
Fundraising	£0.00
Total income	<u>£2,929.34</u>

Expenditure	£416.00
-------------	---------

ACCOUNT STATUS on 31.03.2022**£2,513.34****HARDSHIP FUND ACCOUNT**

Total Income	£0.00
Less expenditure	£0.00
Deficit/Excess of income over expenditure	£0.00
Balance in hand 1/4/2021	£864.00

ACCOUNT STATUS on 31.03.2022**£864.00****CAPITATION ACCOUNT**

Total Income	£9,612.00
Less expenditure	£12,742.47
Deficit/Excess of income over expenditure	-£3,130.47
Balance in hand 1/4/2021	£12,742.47

ACCOUNT STATUS on 31.03.2022**£9,612.00**