

TRUSTEE ANNUAL REPORT

For the period

From 1st April 2020	to	31st March 2021
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SECTION A

REFERENCE AND ADMINISTRATION DETAILS

Charity Name	CADDINGTON SCOUT GROUP
Registered charity number	281005
Charity's principal address	Dunstable Road Caddington Bedfordshire LU1 4AL

Names of the charity trustee who manage the charity

	Trustee Name	Office (if any)	Dates acted if not for whole year
1	Ellen Rita Tims	Group Scout Leader	
2	Marc Jeffries	Chairman	
3	Susan Sowley	Secretary	
4	Nicola Kinzelmann	Treasurer	
5	David Richard Tims	Assistant Group Scout Leader	
6	Helen Morland	Scout Leader	
7	Vanessa Newell	Cub Leader	
8	Linda Allnutt	SE Beaver Leader	
9	Kieran Grimes	Parent Representative	

Names and addresses of advisors

Type of Advisor	Name	Address
Independent Examiner	Jackie Brennan	30 Knolls Gardens
		Wixams MK42 6AR
Bankers	LLoyds Bank	High Street
		Harpenden

CHARITY COMMISSION

12 MAY 2022

ACCOUNTS
RECEIVED

SECTION B

STRUCTURE, GOVERNANCE 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 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 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 Secretary and Treasurer together with Group Scout Leaders, Section Leaders and Parent Representatives and is responsible for:-

The maintenance of the Group property:

The raising of funds and the administration of the Group finance:

The insurance of persons, property and equipment:

Assisting in the recruitment of leaders and other adult support:

Appointing any sub committees that may be required;

RISK AND INTERNAL CONTROL

The Group Executive Committee has identified the major risks to which they believe they are 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 and supporters and members. The Group, through subscription fees, contributes to the Scout Associations national accident insurance policy. The Group, also contributes to extra insurance cover for all Leaders and for helpers. Risk assessments are undertaken before all activities. A Risk Assessment of the Building has also been undertaken.

Reduced income from fund raising. The Group is primarily reliant upon income from subscriptions. 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 subscription to increase the income to the Group on an ongoing basis, either temporarily or permanently.

The Group has in place systems of internal controls that are designed to provide reasonable assurance against material mismanagement or loss, these include 2 signatures for all payments and a comprehensive insurance policies to ensure that insurable risks are covered.

SECTION C OBJECTIVES AND ACTIVITIES

The objective 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.

SECTION D

ACHIEVEMENT AND PERFORMANCE

During the year we have continued supporting, encouraging and raising the profile of Scouting in the local area, by attending and taking part in many village events. The Group was chosen to be one of Caddington Co-op's Local Causes and therefore we will receive Monies in from this in April and October 2021. Our Scout Section was signed up to attend the Essex International Scout Jamboree in August 2020 and had been raising money to help fund this, but due to Covid-19, the event was cancelled. Fundraising money will be utilised on Scout's future activities. Weekly meetings for all Sections stopped in March 2020 in accordance with the Covid-19 Government Regulations.

We recommenced physical meetings in October 2020, but stopped again in December in accordance with the Covid-19 Regulations. From January until April 2021, we ran virtual meetings and virtual camps. We received significant Government Covid assistance during the year. In the light of the reduced level of meetings, some being virtual and the Covid assistance, we only charged Subscriptions for 1 term this year.

SECTION E

FINANCIAL REVIEW

The Group's policy on reserves is to hold sufficient resources to continue the charitable activities of the Group should income fall short. The Group held reserves of approximately £2,500 against this at year end.

INVESTMENT POLICY

The Group's Income and Expenditure is very small and as a consequence does not have sufficient funds to invest in long-term investments such as stocks & shares. The Group has therefore adopted a low risk strategy to investment of its funds. All funds are held in cash using only mainstream banks and the Scout Association's Short Term Investment Service.

The Group Executive regularly monitors the levels of bank balances and the interest rates received to ensure it obtains maximum value and income from its banking arrangements.

DECLARATION

The above trustees report was approved by the Trustees on 24.11.21
and signed on their behalf by

Signature	Name	Position
	Mrs E R Tims	Group Scout Leader
	Mrs S Sowley	Secretary

CADDINGTON SCOUT GROUP
Receipts and Payments Accounts

	For the year from 1st April 2020	To 31st March 2021
	2020/2021	2019/2020
	Unrestricted funds	Unrestricted funds
RECEIPTS		
Donations, legacies and similar income		
Membership subscriptions	3519.00	10915.00
Less: Membership subscriptions paid on	4600.00	4214.00
Net membership subscriptions retained	-1081.00	6701.00
Donations Received for Scouts	3431.65	5.00
Joining Fees	140.00	330.00
Gift Aid plus interest	2765.39	2448.89
Membership Refund Rec'd	49.00	51.00
Fundraising	0.00	121.00
Sub total	£5,305.04	£9,656.89
Grants		
Covid Business Rates Relief Grant	20000.00	-
Parish Council Grant	450.00	306.00
Sub total	20450.00	306.00
Fundraising (gross)		
Sections Activities	355.00	5019.00
Jamboree		4651.55
Sale of Equipment	0.00	100.00
Gifts	165.00	135.00
Sundry		344.16
Repairs and Renewals		
AGM Income		
Sub total	£520.00	£10,249.71
Investment income		
Bank interest	-	-
Building Society interest	-	-
The Scout Association Short Term Investment Service	-	-
Property Rent income	-	-
Other investment income	-	-
	0.00	0.00
Total Gross Income	£26,275.04	£20,212.60

CADDINGTON SCOUT GROUP
Receipts and Payments Accounts

	For the year from 1st April 2020	To 31st March 2021
	2020/2021	2019/2020
	Unrestricted funds	Unrestricted funds
PAYMENTS		
Section Activities	3876.66	6225.10
Jamboree		1935.46
District Levy		
Adult support and training		
Water and Sewerage	85.90	118.00
Electricity and Gas	575.22	1552.96
Insurance	1748.52	1675.20
Slip End School Rent for Hall Hire (Beavers)	0.00	480.00
Repairs and Renewals	4403.80	2735.67
Equipment	823.45	509.21
Administration Costs (Stationary)	291.53	260.45
Contribution to camp costs		
Uniforms		
AGM Costs		184.20
HQ Land Development Costs		
Sundry Payments (sundry, gifts, lottery license, refreshments)	320.15	815.23
Unpaid cheques	130.00	
Fundraising Donations to Charity	100.00	121.00
Sub total	£12,355.23	£16,612.48
Fundraising expenses		
Fundraising expenses		
Detail 2	-	-
Detail 3	-	-
Other fundraising costs	-	-
	£0.00	£0.00

Total Gross Expenditure	£12,355.23	£16,612.48
Net of Receipts/Payments	£13,919.81	£3,600.12
Cash funds last year end	£11,038.32	£7,438.20
Cash funds this year end	£24,958.13	£11,038.32

CADDINGTON SCOUT GROUP
Receipts and Payments Accounts

	For the year from 1st April 2020	To 31st March 2021
Statement of assets and liabilities at the end of the year	2020/2021	2019/2020
Cash funds		
Bank current account (Lloyds)	24920.89	9772.30
Bank current account (Natwest)	0.00	1228.78
Building society account		
The Scout Association Short Term Investment Service	37.24	37.24
Cash/Floats	-	-
Total cash funds	£24,958.13	£11,038.32
Other monetary assets		
Tax claim		
Debts due from the County/Area/District/Group		
Insurance claim		
Sub total		
Investment assets		
Investment property - detail		
Quoted investments		
Other investments - detail		
Sub total		
Non monetary assets for charity's own use		
Badge stock		
Shop stock		
Other stock		
Land and buildings	247500.00	247500.00
Motor vehicles		
Scouting equipment, furniture etc (revalued 31.1.17)	18547.00	18547.00
Other		
Sub total	£266,047.00	£266,047.00
Liabilities		
Expenses incurred but not invoiced		
Fundraising for the Jamboree (cancelled) to be used for another event	1186.09	1186.09
Jamboree still to be refunded		1530.00
Caddington Beavers Refunds		504.00
Cubs/wolves Refunds		750.00
Scouts Refunds		125.00
Subscriptions not yet paid		
Future Camp & Activities collected		
Sub total	£1,186.09	£4,095.09

The above receipts and payments account and statement of assets and liabilities were approved by the Trustees on 24.11.21 and signed on their behalf by

Signature

Print Name

ELLEN RITA TAMS	Acting Chair
NICOLA ANNE KINZELMANN	Treasurer

Independent Examiner's Report to the Trustees of the

CADDINGTON SCOUT GROUP

I report on the accounts of the Group/District/County/Area for the year ended 31st March 2021.

which comprise the Statement of Financial Activities, the Balance Sheet and related notes set out on pages 1 to 3

This report is made solely to the trustees in accordance with Section 145 of the Charities Act 2011. My work has been undertaken so that I might state to the charity's trustees those matters I am required to state to them in an Independent Examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the charity and the charity's trustees for my examination work.

Respective responsibilities of Trustees and Examiner

The Group's/District's trustees are responsible for the preparation of the accounts. They consider that an audit is not required for this year (under Section 144 of the Charities Act 2011 (the Charities Act)) and that an independent examination is needed.

It is my responsibility to:

- Examine the accounts (under Section 145 of the Charities Act);
- To follow the procedures laid down in the General Directions given by the Charity Commissioners (under Section 145(5)(b) of the Charities Act); and
- To state whether particular matters have come to my attention.

Basis of Independent Examiner's report

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the Group/District and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

Independent Examiner's statement

In connection with my examination, no matter has come to my attention (other than that disclosed below *):

1. which gives me reasonable cause to believe that in, any material respect, the requirements
 - to keep accounting records in accordance with Section 130 of the Charities Act ;and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act have not been met; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

* Please delete the words in the brackets if they do not apply

Name: G J Brennan
Qualification: 30 Knolls Gardens
Address: Wixan
Bedn MK42 6AR
Date: 5 - 11 - 21