

# 2ND DEREHAM (TOFTWOOD) SCOUT GROUP

England & Wales - Charity number 281630

## Details

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**Status** Registered

**Legal form** Other

**Registered** 1981-02-23

**Register** [View on the Charity Commission register](#)

## Contact

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**Address** Scout Haven  
South Green  
Dereham  
Norfolk  
NR19 1PU

**Phone** 07519476742

**Email** [2ndderehambookings@gmail.com](mailto:2ndderehambookings@gmail.com)

**Website** [www.2ndderehamscouts.co.uk](http://www.2ndderehamscouts.co.uk)

## Activities

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**Objects:** THE INSTRUCTION OF BOYS OF ALL CLASSES IN THE PRINCIPLES OF DISCIPLINE, LOYALTY AND GOOD CITIZENSHIP.

**Activities:** Provides Infrastructure for Scout, cub and beaver groups

## Classification

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- **How:** Provides Buildings/facilities/open Space
- **What:** Education/training
- **Who:** Children/young People

## Geography

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- **Area of benefit:** SOUTH GREEN
- Norfolk

## Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£47,696	£41,010	-	-
2024-03-31	£26,389	£28,224	-	-
2023-03-31	£38,657	£31,709	-	-
2022-03-31	£32,507	£46,462	-	-
2021-03-31	£40,633	£47,676	-	-

## Trustees

Name	Role	Appointed
<b>Duncan Woodhams</b>	Chair	2024-12-01
Gareth woodward		2024-12-01
HANNAH LOUISE PONDER		2024-12-01
Katy Hill		2024-12-01

**2ND DEREHAM (TOFTWOOD) SCOUT GROUP**

England & Wales - Charity number 281630

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# Accounts

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# Trustees' Annual Report for the period

		Period start date			Period end date		
<b>From</b>	Day	Month	Year	<b>To</b>	Day	Month	Year
	01	04	2024		30	03	2025

01

## Section A Reference and administration details

**Charity name**

2<sup>nd</sup> Dereham (Toftwood) Scout Group

**Other names charity is known by**

**Registered charity number (if any)**

281630

**Charity's principal address**

Scout Haven	
South Green, Dereham	
Norfolk	
<b>Postcode</b>	<b>NR19 1PU</b>

### Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Duncan Woodhams			
2	Hannah Ponder			
3	Gareth Woodward			
4	Katy Hill			
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### Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

**Names and addresses of advisers (Optional information)**

Type of adviser	Name	Address

**Name of chief executive or names of senior staff members (Optional information)**

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**Section B Structure, governance and management**

**Description of the charity's trusts**

Type of governing document (eg. trust deed, constitution)	Trust
How the charity is constituted (eg. trust, association, company)	Trust
Trustee selection methods (eg. appointed by, elected by)	Trustees and executives are appointed annually at the Annual general Meeting

**Additional governance issues (Optional information)**

<p>You <b>may choose</b> to include additional information, where relevant, about:</p> <ul style="list-style-type: none"> <li>• policies and procedures adopted for the induction and training of trustees;</li> <li>• the charity's organisational structure and any wider network with which the charity works;</li> <li>• relationship with any related parties;</li> <li>• trustees' consideration of major risks and the system and procedures to manage them.</li> </ul>	<p>Membership of the group is open to young people aged between 6 and 15 residing in the Dereham area.</p> <p>The trustees and exec oversee the day to day running of the group. They seek the views of members, the groups leaders and volunteers in deciding the activities to be run.</p> <p>There is a child protection policy in place. Criminal Records Bureau checks are carried out prior to commencement of employment or trusteeship and checks are carried out again in line with statutory requirements.</p> <p>All trustees and exec give their time voluntarily and receive no remuneration or other benefits.</p>
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**Section C Objectives and activities**

<p><b>Summary of the objects of the charity set out in its governing document</b></p>	<p>Provides infrastructure for Scout, Cub and Beaver groups.</p>
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**Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)**

In planning our activities for the year we kept in mind the Charity Commission's guidance on public benefit at our trustee meetings. The main activities are as follows:

- Finishing building works inside and outside property
- A programme of youth orientated events including first cub/scout big camp since covid
- Purchase of agreed activities for continual use.

These activities benefit young people by developing their self-confidence and social skills, their practical skills and life skills and providing opportunities for young people to become volunteers themselves. We welcome all young people aged between 6 and 15, regardless of personal background, faith, gender or personal circumstances.

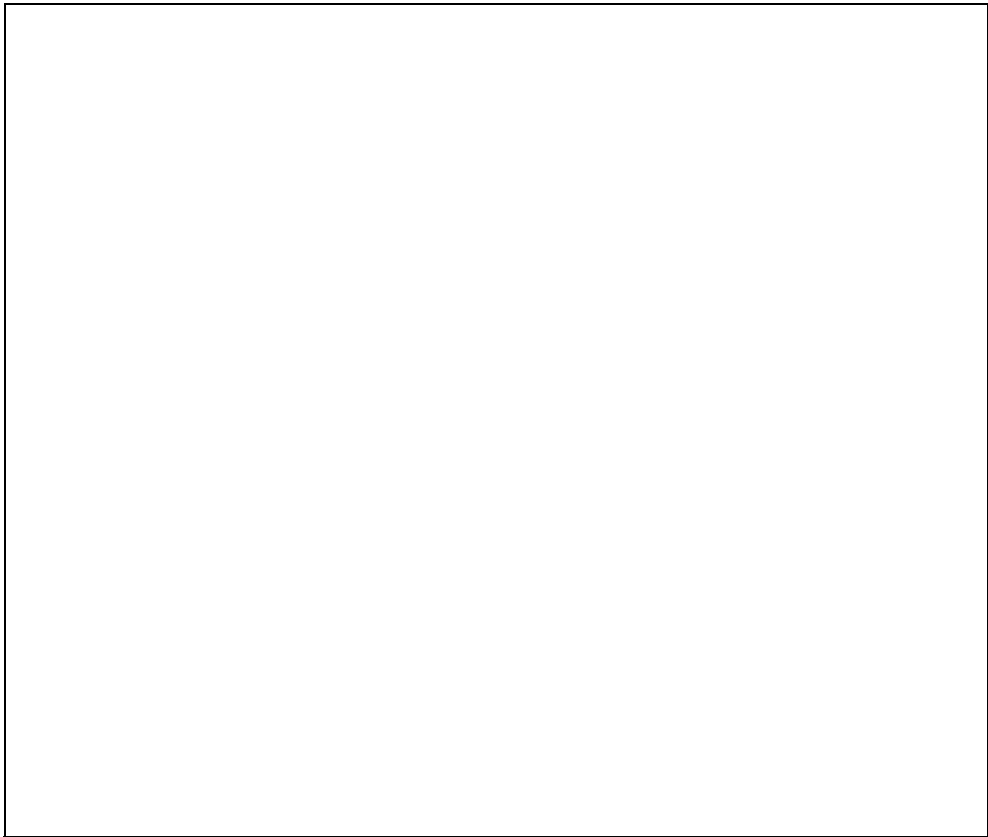
**Additional details of objectives and activities (Optional information)**

We are grateful for the many hours volunteers, including member volunteers, have spent listening and encouraging our members and working with the clubs young people. Without this valuable contribution of time, energy and expertise we would not be able to run.

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.





**Section D**

**Achievements and performance**

**Summary of the main achievements of the charity during the year**

Our Fundraising committee have managed to achieve fundraising with local supermarkets Co-op and Tesco.

We have brought our main activities for the year that enabled are kids to have fun and build their core skills.

We have also done 1 site full group camps in the year.

## Section E Financial review

**Brief statement of the charity's policy on reserves**

Cash at bank at 31/04/2021 was £10k. Half of this is currently reserved in our contingency account to cover our years' worth of expenses.

**Details of any funds materially in deficit**

N/A

### Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

Our main source of funds has been through our monthly subscription fees and renting out our Scouthaven to regular weekly customers

These funds have brought new equipment for the young people and brought the property up to scratch with better facilities.

## Section F Other optional information

This coming year we plan to go on our first big camp with our Scout and Cub groups. Including Norjam We will sort out some external issues with the property.

## Section G Declaration

The trustees declare that they have approved the trustees' report above.

**Signed on behalf of the charity's trustees**

<b>Signature(s)</b>	<i>Gareth Woodward</i>	
<b>Full name(s)</b>	Gareth Woodward	
<b>Position (eg Secretary, Chair, etc)</b>	Treasurer	
<b>Date</b>	18/08/2022	

## Full Year 24-25 Statement of Accounts

<u>CURRENT ACCOUNT</u>					<u>CONTINGENCY ACCOUNT</u>				
Opening Balance	01/04/2024			£ 5,382.83	Opening Balance	01/04/2024			£ 10,000.00
		£	£				£	£	
Income:					Income:				
SUBS		14,260.51			TANSFER				
Camps		7,455.00							
GIFT AID		1,318.64							
EVENTS		7,021.00							
FUNDRAISING		80.00							
HALL HIRE		15,484.70							
Misc		90.00							
Lotto		231.00							
Grants		1,000.00							
Equipment		755.00							
				47695.9					0
Expenditure:					Expenditure:				
Equipment		3,197.05							
UTILITY bills		5,694.84							
HALL HIRE refunds		1,248.00							
EVENTS		4,506.61							
INSURANCE		1,395.76							
CENSUS		5,917.00							
Uniform		261.48							
Maintenance		6,783.15							
Cleaning		1,219.69							
Training		150.00							
Misc		345.93							
Refunds		615.00							
Camps		7,651.39							
Expenses		2,023.84							
				41,009.74					0
Closing Balance	30/03/2025			£ 12,068.94	Closing Balance	30/03/2025			£ 10,000.00
As per Statement				£ 12,068.94	As per Statement				£ 10,000.00
				£ 0.00					£ -



**Section A**

**Independent Examiner's Report**

**Report to the trustees/  
members of**

Charity Name  
2<sup>nd</sup> Dereham / Toftwood Scouts

**On accounts for the year  
ended**

31<sup>st</sup> March 2025

**Charity no  
(if any)**

281630

**Set out on pages**

3

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31 / 03 / 2025.

**Responsibilities and  
basis of report**

As the charity trustees, you are responsible for the preparation of the accounts in accordance with the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's 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**

The charity's gross income did not exceed £250,000

I have completed my examination. I confirm that no material matters have come to my in connection with the examination.

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:**

*Claire Alford*

**Date:**

19<sup>th</sup> April 2025

**Name:**

Claire Alford

**Relevant professional  
qualification(s) or body  
(if any):**

No qualification, I have partially completed my AAT.

**Address:**

The Annexe, 3 Castlesteads, Milton Keynes, MK13 0PS

**Section B**

**Disclosure**

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

**Give here details of any items that the examiner wishes to disclose.**

I have reviewed the accounts for year 24-25

There are receipts for the expenses however there were a very small number of these with no supporting receipt (low value). I would recommend going forward that all refunds that are given without a receipt are documented with a manual receipt documenting the expense and the details for this is completed (this should be kept to an absolute minimum).

Having reviewed the previous year in February 2025 I made some recommendations regarding missing receipts, expense details being recorded for complete transparency on each receipt / expense, this I am recommending again, having only recommended this in February I would not have expected to see this for the duration of the year until the last month.

Other than the above I have not identified any issues with the expenditure and costs which have been paid out during the accounting period. The bank reconciliation agreed monthly with the costs documented in the accounts.

**2ND DEREHAM (TOFTWOOD) SCOUT GROUP**

England & Wales - Charity number 281630

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# Accounts

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# Trustees' Annual Report for the period

<b>From</b>	Period start date			<b>To</b>	Period end date		
	Day 01	Month 04	Year 2022		Day 30	Month 03	Year 2023

01

## Section A Reference and administration details

**Charity name** 2<sup>nd</sup> Dereham (Toftwood) Scout Group

**Other names charity is known by**

**Registered charity number (if any)** 281630

**Charity's principal address**

Scout Haven  
 South Green, Dereham  
 Norfolk  
**Postcode** NR19 1PU

### Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
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Name	Dates acted if not for whole year

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**Section B Structure, governance and management**

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**Additional governance issues (Optional information)**

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**Section C Objectives and activities**

**Summary of the objects of the charity set out in its governing document**

Provides infrastructure for Scout, Cub and Beaver groups.
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**Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)**

In planning our activities for the year we kept in mind the Charity Commission's guidance on public benefit at our trustee meetings. The main activities are as follows:

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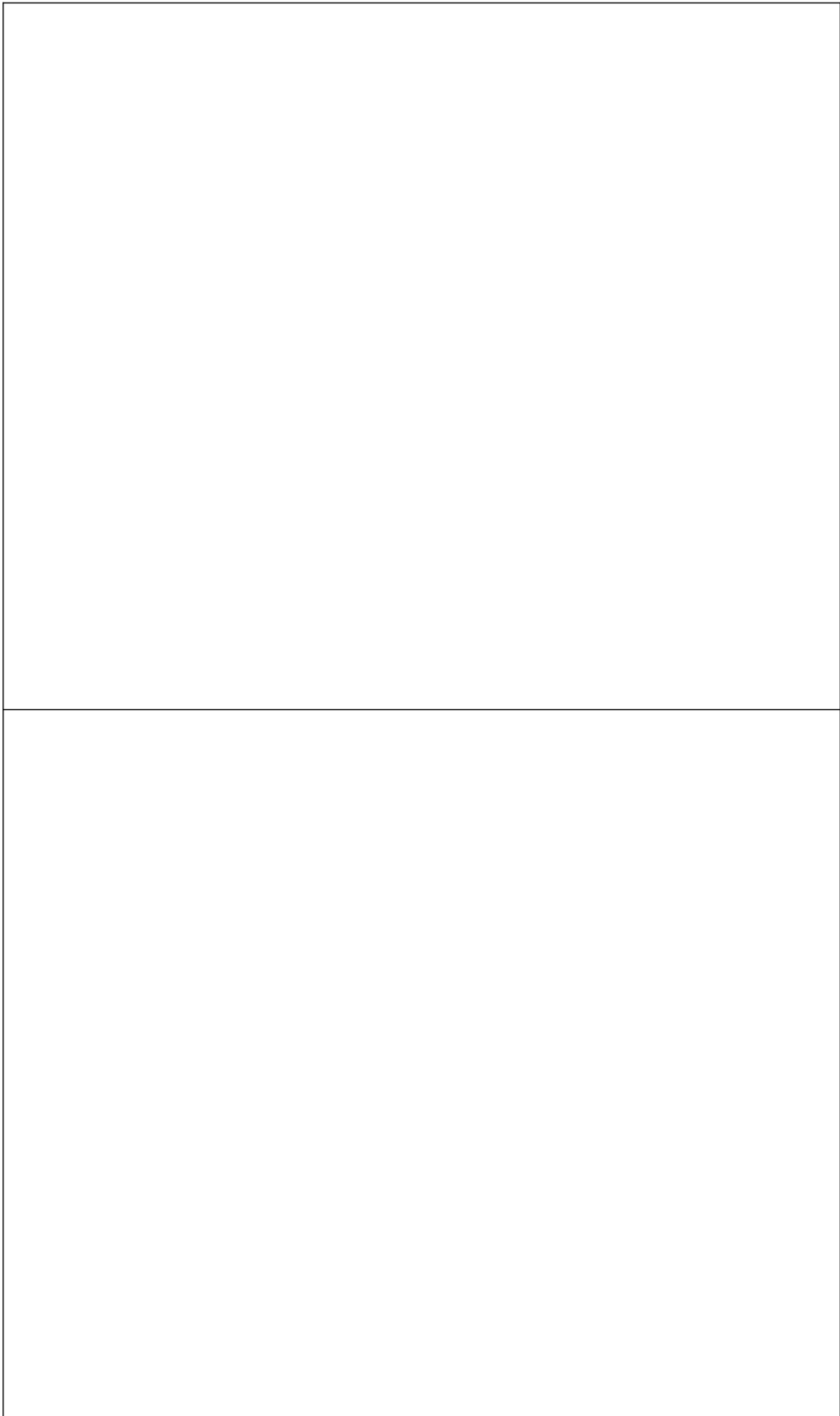
These activities benefit young people by developing their self-confidence and social skills, their practical skills and life skills and providing opportunities for young people to become volunteers themselves. We welcome all young people aged between 6 and 15, regardless of personal background, faith, gender or personal circumstances.

**Additional details of objectives and activities (Optional information)**

We are grateful for the many hours volunteers, including member volunteers, have spent listening and encouraging our members and working with the clubs young people. Without this valuable contribution of time, energy and expertise we would not be able to run.

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.





**Section D**                      **Achievements and performance**

## Section D

## Achievements and performance

### Summary of the main achievements of the charity during the year

Our Fundraising committee have managed to achieve fundraising with local supermarkets Co-op and Tesco.

We have brought our main activities for the year that enabled are kids to have fun and build their core skills.

We have also done 1 site full group camps in the year.

## Section E

## Financial review

**Brief statement of the charity's policy on reserves**

Cash at bank at 31/03/2023 was £17,206.63. - £10,000 of this is currently reserved in our contingency account to cover our years' worth of expenses.

**Details of any funds materially in deficit**

N/A

**Further financial review details (Optional information)**

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

Our main source of funds has been through our monthly subscription fees and renting out our Scouthaven to regular weekly customers

These funds have brought new equipment for the young people and brought the property up to scratch with better facilities.

**Section F Other optional information**

This coming year we plan to go on our first big camp with our Scout and Cub groups. We will sort out some external issues with the property.

**Section G Declaration**

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

<b>Signature(s)</b>	Gareth Woodward	
<b>Full name(s)</b>	Gareth Woodward	
<b>Position (eg Secretary, Chair, etc)</b>	Treasurer	
<b>Date</b>	20/01/2025	

## Full Year 22-23 Statement of Accounts

<u>CURRENT ACCOUNT</u>				<u>CONTINGENCY ACCOUNT</u>			
Opening Balance	01/04/2022		£ 5,094.40	Opening Balance	01/04/2022		£ 5,164.00
		£	£			£	£
Income:				Income:			
SUBS		7,202.25					
CAPITATION		2,328.75					
GIFT AID		2,768.95					
EVENTS		11,189.97					
FUNDRAISING & GRANTS		5,306.54					
HALL HIRE		7,994.50					
EQUIPMENT & MISC		1,866.50					
			38657.5				4836
Expenditure:				Expenditure:			
WASTE		316.96					
UTILITY		4,803.59					
HALL HIRE DEPOSIT		799.00					
EVENTS		10,142.53					
INSURANCE		1,445.99					
CENSUS		4,012.50					
EQUIPMENT		4,787.29					
MISC		5,401.37					
TRANSFER		4,836.00					
			36,545.23				0
Closing Balance	30/03/2023		£ 7,206.63	Closing Balance	30/03/2023		£ 10,000.00
As per Statement			£ 7,206.63	As per Statement			£ 10,000.00
			£ -				£ -

# Independent examiner's report on the accounts

## Section A

## Independent Examiner's Report

**Report to the trustees/  
members of**

Charity Name  
2<sup>nd</sup> Dereham/Toftwood Scout Group

**On accounts for the year  
ended**

31<sup>st</sup> March 2023

**Charity no  
(if any)**

281630

**Set out on pages**

3-4

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/03/2023.

**Responsibilities and  
basis of report**

As the charity's trustees, 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 Trust's 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**

The charity's gross income did not exceed £250,000.

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination.

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:**



**Date:**

19/05/2023

**Name:**

Carolyn Barrett

**Relevant professional  
qualification(s) or body  
(if any):**

M.A.A.T

**Address:**

Unit 5, Broadway Barns, The Broadway, Scarning, Dereham, NR19 2LQ

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

**Give here brief details of any items that the examiner wishes to disclose.**

None to report

## Internal Audit carried out for 2nd Dereham/Toftwood Scout Group

For the year ended 31st March 2023

### Cash Book

Balance brought forward 01/04/2022	£10,270.40
Total Expenditure	£31,709.23
Total Income	£38,657.46
Balance as at 31st March 2023	<u>£17,218.63</u>

### Bank Reconciliation

Unpresented Cheques  
& Payments

0.00

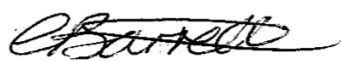
### Account Balances

Lloyds Treasurers Account	£7,218.63
Contingency Account	<u>£10,000.00</u>
	<u>£17,218.63</u>

We confirm that the year end bank reconciliation has been agreed and checked as above.  
All outstanding cheques have been verified. Bank statements have been supplied  
showing the balances as at 31st March 2023.

Audit carried out by:

Signed:



Dated: 19/05/2023



SCS Accounting Solutions  
Unit 5, Broadway Barns  
The Broadway, Scarning  
Dereham, NR19 2LQ  
Telephone: 01362 691275

## **Internal Audit carried out for 2nd Dereham/Toftwood Scout Group**

For the year ended 31st March 2023

### **Accounting Books**

All transactions are entered according to the bank income & expenditure and purchase invoices received. Our internal audit is made on a cashbook basis, and all figures agree when the audit is carried out on an income & expenditure basis. All entries were correct. The presentation of the records was excellent, all invoices/receipts were filed in order.

### **Financial regulations, payments & VAT**

We carried out an inspection of a random sample of payments, we confirm that all payments were supported by an invoice and approval had been obtained for all.

### **Petty Cash payments**

Petty cash was not covered in the audit as a petty cash system is not used.

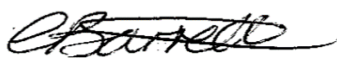
### **Bank account reconciliations**

A year end bank reconciliation has been provided and agreed. Regular monthly bank reconciliations have been performed. The monthly bank reconciliations were presented to the Chairman and agreed and signed.

The Annual Return has been completed and signed before the required 30th June 2023.

Carried out by:

Signed:



Dated: 19/05/2023



SCS Accounting Solutions  
Unit 5, Broadway Barns  
The Broadway, Scarning  
Dereham, NR19 2LQ  
Telephone: 01362 691275

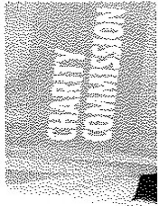
**2ND DEREHAM (TOFTWOOD) SCOUT GROUP**

England & Wales - Charity number 281630

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# Accounts

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# Trustees' Annual Report for the period

From	Period start date		Period end date	
	Day	Month	Day	Month
01	04	30	03	2022
To	Year		Year	
	2021		2022	

01

## Section A

### Reference and administration details

Charity name 2<sup>nd</sup> Dereham (Toftwood) Scout Group

Other names charity is known by

Registered charity number (if any) 281630

Charity's principal address

Scout Haven  
 South Green, Dereham  
 Norfolk  
 Postcode NR19 1PU

### Names of the charity trustees who manage the charity

Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Carol Good body		
2	Aidy Shinn		
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### Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

**Names and addresses of advisers (Optional information)**

Type of adviser	Name	Address

**Name of chief executive or names of senior staff members (Optional information)**

--

**Section B Structure, governance and management**

**Description of the charity's trusts**

Type of governing document (eg trust deed, constitution)	Trust
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**Additional governance issues (Optional information)**

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- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

Membership of the group is open to young people aged between 6 and 15 residing in the Dereham area. The trustees and exec oversee the day to day running of the group. They seek the views of members, the groups leaders and volunteers in deciding the activities to be run. There is a child protection policy in place. Criminal Records Bureau checks are carried out prior to commencement of employment or trusteeship and checks are carried out again in line with statutory requirements. All trustees and exec give their time voluntarily and receive no remuneration or other benefits.

**Section C**

**Objectives and activities**

Provides infrastructure for Scout, Cub and Beaver groups.

Summary of the objects of the charity set out in its governing document

In planning our activities for the year we kept in mind the Charity Commission's guidance on public benefit at our trustee meetings. The main activities are as follows:

- Finishing building works inside and outside property
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- Purchase of agreed activities for continual use.

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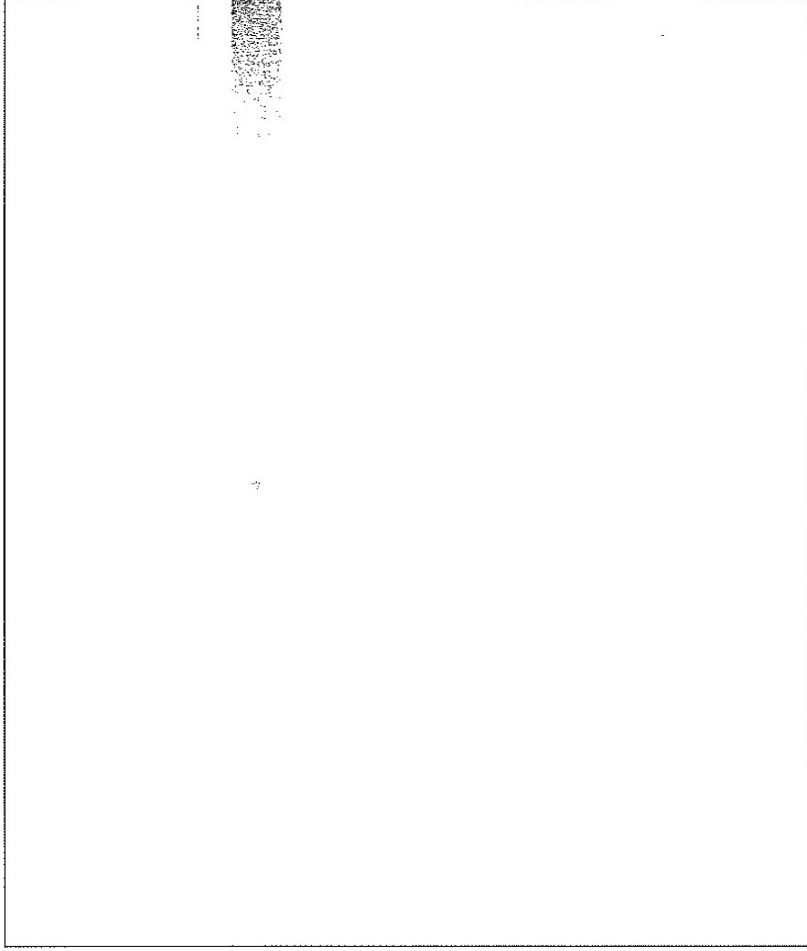
**Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)**

#### **Additional details of objectives and activities (Optional information)**

We are grateful for the many hours volunteers, including member volunteers, have spent listening and encouraging our members and working with the clubs young people. Without this valuable contribution of time, energy and expertise we would not be able to run.

**You may choose to include further statements, where relevant, about:**

- policy on grantmaking;
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**Section D** Achievements and performance

2012

## Section D

## Achievements and performance

### Summary of the main achievements of the charity during the year

Our Fundraising committee have managed to achieve fundraising with local supermarkets Co-op and Tesco.

We have brought our main activities for the year that enabled are kids to have fun and build their core skills.

We have also done 2 site full group camps in the year which are the first back from Covid.

## Section E

## Financial review

Brief statement of the charity's policy on reserves

Cash at bank at 31/04/2021 was £10k. Half of this is currently reserved in our contingency account to cover our years' worth of expenses.

Details of any funds materially in deficit

N/A

### Further financial review details (Optional information)

You may choose to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

Our main source of funds has been through our monthly subscription fees and renting out our Southaven to regular weekly customers

These fund have brought new equipment for the young people and brought the property up to scratch with better facilities.

## Section F

## Other optional information

This coming year we plan to go on our first big camp with our Scout and Cub groups. We will sort out some external issues with the property.

## Section G

## Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)



Full name(s)

Lee knights

Position (eg Secretary, Chair, etc)

Treasurer

Date

18/08/2022

## Apr21 to Mar22 Statement of Accounts

CURRENT ACCOUNT				CONTINGENCY ACCOUNT			
Opening Balance	04/01/2021		£ 19,061.13	Opening Balance	04/01/2021		£ 1.00
		£				£	
Income:				Income:			
SUBS		5,822.29		TRANSFER FROM MAIN AC		11,194.84	
CAPITATION		3,121.62					
GRANTS		8,000.00					
HALL HIRE		6,142.31					
SCOUT EVENTS		6,063.90					
FUNDRAISING		1,275.10					
DONATION		1,345.00					
LOTTO		557.50					
MISC		180.00					
			32,507.71				11194.84
Expenditure:				Expenditure:			
UTILITY		3,009.47		SCOUT CENSUS		3536	
MAINTENANCE		3,896.63		BUILD		2495.84	
SCOUT EVENTS		4,866.85					
INSURANCE		972.40					
EQUIPMENT		9,312.50					
REFUNDS		3,895.83					
MISC		5,962.71					
DISTRICT		1,067.42					
BUILD		4,779.63					
TRANSFER		8,699.00					
			46,462.44				6031.84
Closing Balance	03/31/2022		£ 5,106.40	Closing Balance	03/31/2022		£ 5,164.00
As per Statement			£ 5,106.40	As per Statement			£ 5,164.00
			£ -				£ -

**Section A Independent Examiner's Report**

**Report to the trustees/ members of**

Charity Name  
 2<sup>nd</sup> Dereham/Toftwood Scout Group

**On accounts for the year ended**

31 <sup>st</sup> March 2022	<b>Charity no (if any)</b>	281630
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**Set out on pages**

3-4  
(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/03/2022.

**Responsibilities and basis of report**

As the charity's trustees, 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 Trust's 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**

The charity's gross income did not exceed £250,000.

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination.

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:**

**Date:**

**Name:**

**Relevant professional qualification(s) or body (if any):**

M.A.A.T

**Address:**

**Section B**

**Disclosure**

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

**Give here brief details of any items that the examiner wishes to disclose.**

None to report

**Internal Audit carried out for 2nd Dereham/Toftwood Scout Group**

For the year ended 31st March 2022

**Cash Book**

Balance brought forward 01/04/2021	£19,062.13
Total Expenditure	£52,494.28
Total Income	£43,702.55
Balance as at 31st March 2022	<u>£10,270.40</u>

**Bank Reconciliation**

Unpresented Cheques  
& Payments

0.00

**Account Balances**

Lloyds Treasurers Account	£5,106.40
Contingency Account	£5,164.00
	<u>£10,270.40</u>

We confirm that the year end bank reconciliation has been agreed and checked as above.  
All outstanding cheques have been verified. Bank statements have been supplied  
showing the balances as at 31st March 2022.

Audit carried out by:

Signed: *C. Barnett*

Dated: 14/06/2022



SCS Accounting Solutions  
Unit 5, Broadway Barns  
The Broadway, Scarning  
Dereham, NR19 2LQ  
Telephone: 01362 691275

## 2nd Dereham/Toftwood Scoup Group

For the year ended 31st March 2022

Our internal audit has been carried out and we comment on the internal control objectives as below:

### Accounting Books

All transactions are entered according to the bank income & expenditure and purchase invoices received. Our internal audit is made on a cashbook basis, and all figures agree when the audit is carried out on an income & expenditure basis. All entries were correct. The presentation of the records was excellent, all invoices/receipts were filed in order.

### Financial regulations, payments & VAT

We carried out an inspection of a random sample of payments, we confirm that all payments were supported by an invoice and approval had been obtained for all.

### Petty Cash payments

Petty cash was not covered in the audit as a petty cash system is not used.

### Bank account reconciliations

A year end bank reconciliation has been provided and agreed. Regular monthly bank reconciliations have been performed. The monthly bank reconciliations were presented to the Chairman and agreed and signed.

The Annual Return has been completed and signed before the required 30th June 2022.

Carried out by:

Signed: *C Barnett*

Dated: 14/06/2022



SCS Accounting Solutions  
Unit 5, Broadway Barns  
The Broadway, Scarning  
Dereham, NR19 2LQ  
Telephone: 01362 691275

**2ND DEREHAM (TOFTWOOD) SCOUT GROUP**

England & Wales - Charity number 281630

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# Accounts

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# Trustees' Annual Report for the period

<b>From</b>	Period start date			<b>To</b>	Period end date		
	Day 01	Month 04	Year 2020		Day 30	Month 03	Year 2021

## Section A Reference and administration details

**Charity name**

**Other names charity is known by**

**Registered charity number (if any)**

**Charity's principal address**

Scout Haven
South Green, Dereham
Norfolk
<b>Postcode</b> <input type="text" value="NR19 1PU"/>

### Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Carol Goodbody			
2	Aidy Shinn			
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

### Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

**Names and addresses of advisers (Optional information)**

Type of adviser	Name	Address

**Name of chief executive or names of senior staff members (Optional information)**

--

**Section B Structure, governance and management**

**Description of the charity's trusts**

Type of governing document (eg. trust deed, constitution)	Trust
How the charity is constituted (eg. trust, association, company)	Trust
Trustee selection methods (eg. appointed by, elected by)	Trustees and executives are appointed or reappointed annually at the Annual General Meeting

**Additional governance issues (Optional information)**

You may choose to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

*Membership of the group is open to young people aged between 6 and 15 residing in the Dereham area. The trustees and exec oversee the day to day running of the group. They seek the views of members, the groups leaders and volunteers in deciding the activities to be run.. There is a child protection policy in place. Criminal Records Bureau checks are carried out prior to commencement of employment or trusteeship and checks are carried out again in line with statutory requirements.. All trustees and exec give their time voluntarily and receive no remuneration or other benefits.*

**Section C Objectives and activities**

**Summary of the objects of the charity set out in its governing document**

*Provides infrastructure for Scout, cub and beaver groups.*

**Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)**

*In planning our activities for the year we kept in mind the Charity Commission's guidance on public benefit at our trustee meetings.*

*The main activities are as follows:*

- Finishing the Build works inside and outside the property*
- Starting up our sections again after Covid 19 closures*
- a programme of youth orientated events*

*These activities benefit young people by developing their self-confidence and social skills, their practical IT skills and life skills and providing opportunities for young people to become volunteers themselves. We welcome all young people, aged between 6 and 15, regardless of personal background, faith, gender or personal circumstances.*

**Additional details of objectives and activities (Optional information)**

*We are grateful for the many hours volunteers, including member volunteers, have spent listening and encouraging our members and working with the club's young people. Without this valuable contribution of time, energy and expertise we would not be able to run.*

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

**Summary of the main achievements of the charity during the year**

*Provided online courses and meet ups during Covid which involved cooking, quizzes, badge work and general activities  
Once we were allowed to meet up again we have provided our young people with a safe place to meet up and talk and play, while learning the Scout way*

*Lots of fundraising has been done in the year with multiple young people fundraising by doing runs etc to provide money for the group to be able to continue to build on the current property and provide a better experience and activities*

## Section E

## Financial review

**Brief statement of the charity's policy on reserves**

*Cash at bank at 31/04/2020 was £19k. £8k of this is marked as reserved. I.E. Cash we want to hold to cover the charity for one years worth of expenses in case of emergencies in line to be spent on finishing the build to the Scout haven*

**Details of any funds materially in deficit**

N/A

**Further financial review details (Optional information)**

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

*Our main source of funds this years has been from Covid 19 grants, donations and our young people still paying membership fees*

*We use these funds to finish the build and bring the property up to scratch with better facilities (showers and toilets etc) as well as buying equipment to fund activities on site which include pioneering poles, bouldering wall and archery.*

## Section F

## Other optional information

*The coming year will see the completion of the internal building works and the completion of external activity purchases meaning we can hold camps and sessions with all our young people with days and nights away from family.*

*This will also help the Scout haven become a proud place for the community for all other Uniformed and non-uniformed participants/groups*


## Section G

## Declaration

**The trustees declare that they have approved the trustees' report above.**

**Signed on behalf of the charity's trustees**

**Signature(s)**



**Full name(s)**

Lee Knights

**Position (eg Secretary, Chair, etc)**

Treasurer

**Date**

28/10/2021



**CURRENT ACCOUNT**

Opening Balance            04/01/2020

£                            £

Income:

SUBS	3,115.13
CAPITATION	1,038.38
GRANTS & FUNDRAISING	33,392.27
BRECKLAND LOTTO	583.50
EVENTS & ACTIVITIES	1,263.00
HALL HIRE	1,061.00
OTHER	180.01

40,633.29

Expenditure:

BUILD ACCOUNT	13,590.49
BUILD	24,145.32
CENSUS	2,090.00
CONTAINERS	2,070.00
INSURANCE	916.31
UTILITY/WASTE & MAINTENANCE	3,024.67
REFUNDS	1,714.00
WASTE	124.99

47,675.78

Closing Balance            03/31/2021

As per Statement

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# Full Year Accounts to 31st April 2021

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£ 26,103.62

Opening Balance 04/01/2020

Income:  
INSURANCE PAYOUT  
CURRENT ACCOUNT

Expenditure:  
BUILD

£ 19,061.13

Closing Balance 03/31/2021

£ 19,061.13

As per Statement

-£ 0.00

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**BUILDING ACCOUNT**

£                      £                      £ 20,824.58

9,125.81  
13,590.49

22,716.30

43,539.88

43,539.88

£	1.00
£	1.00
£	0.00

## **Independent Examiner's Report**

### **To the Trustees of 2<sup>nd</sup> Dereham (Toftwood) Scout Group**

I report on the attached accounts of the 2<sup>nd</sup> Dereham (Toftwood) Scout Group for the year ending 31<sup>st</sup> March 2021.

#### **Respective responsibilities of trustees and examiner**

The charity's trustees consider that an audit is not required for this year (under section 42(2) of the charities Act 1993 (the Act) and that an independent examination is needed. It is my responsibility to:

- Examine the accounts (under section 43 of the Act);
- To follow the procedures laid down in the General directions given by the Charity Commission (under section 43(7)(b) of the Act); and
- To state whether particular matters have come to my attention.

#### **Basis of the 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 charity 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 I do not express an audit opinion on the view given by the accounts.

#### **Independent examiner's statement**

In the course of my examination, no matter has come to my attention;

- 1) Which gives me reasonable cause to believe that in, any material respect, the trustees have not met requirements to ensure that:

- a. Proper accounting records are kept (in accordance with section 41 of the 1993 Act); and
  - b. Accounts are prepared which agree with the accounting records and comply with the accounting requirements of the Act; or
- 2) To which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed



BARRY PHILLIPS (ACCA)

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Dated 28/04/2021