



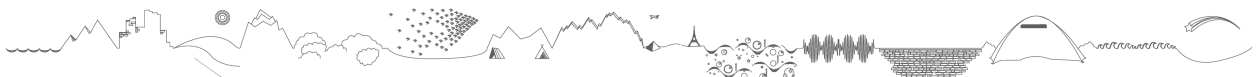
5th Aylesbury Scout Group
ANNUAL REPORT
and Accounts
2020 - 2021

BEAVERS

CUBS

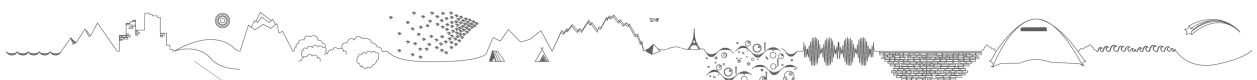
SCOUTS

ANNUAL GENERAL MEETING
January 2022



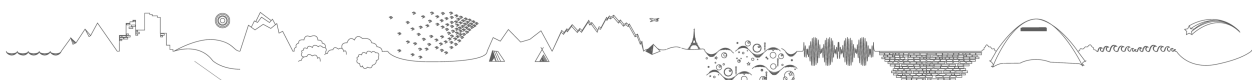
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Agenda for AGM 2021

- Introduction and Welcome
- Apologies
- Minutes of previous AGM held on 25th January 2021
- Presentation and approval of the Annual Report and Accounts
- Chairman's report
- Group Treasurer's report
- Approval of Nomination of Chairman
- Election of other Officers
 - a) Election of Group Secretary
 - b) Election of Group Treasurer
 - c) Election of other members
 - d) Motion to Co opt additional 3 members
- Appointment of Examiner



Leader Team and Executive Committee Members

Group Scout Leader – TBC

Beaver Scout Team

Beaver Leader – Adrian Scott
Assistant Leader - Bethany Leaver
Section Assistants – Lorraine Edlin, Rob Stark
Young Leaders – Oliver Ross
Beaver Treasurer – Katherine Parker

Cub Scout Team

Cub Leader Team – Gemma Bray, Shailesh Patel, Alden Arnold, Steve Starsmore
Young Leader –
Cub Treasurer – Lorna Pope

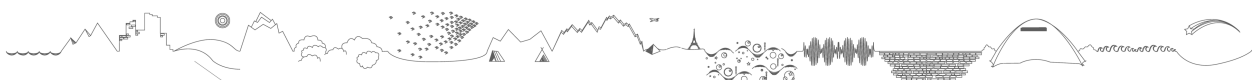
Scout Team

Scout Leader Team- Paul Thurkettle, Chris Jones
Young Leader – Oliver Ross
Scout Treasurer – Frank Harper

Executive Committee/Trustees

Chairman – Chris Ross
Secretary – Lorna Pope
Treasurer – Madge Ryan
Committee Members – Gail Frazer, Nic Dawkins, Claire Lett, Lee Taylor, Mike Pope
and all leaders and Assistants

Examiner/Scrutineer – Mr N Keep





Minutes for AGM 2020

Meeting held online over 'Zoom' on 25th January 2021 at 2000.

1. Introduction and Welcome

Chris Ross, Lorna Pope, Mike Pope, Paul Thurkettle, Chris Jones, Madge Ryan, Lorraine Edlin, Andy Gray, Gemma Bray, Adrian Scott, Zoe Hodgeman, Nicola Dawkins, Claire Lett, Bethany Leaver, Patricia Tolmos.

Chris welcomed all to the meeting, normally the AGM will be tied in with another group event but due to covid the meeting is more of a formality than on previous years.

2. Apologies

Mark Rutland (Acting DC), Steve Machray,

3. Minutes of previous AGM held on Sunday 14th July 2019

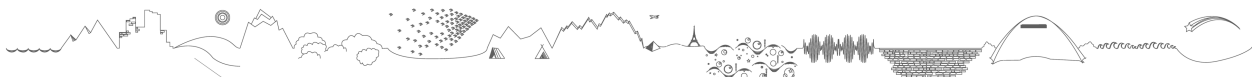
No changes to the report - Approved and seconded - Lorraine Edlin

4. Presentation and approval of the Annual Report and Accounts

Motion carried by show of hands to support the report and accounts was unanimous

5. Chairman's report

Good year for the group slight drop off in numbers figures were good but did have some impact on the finances. Leaders continued to give a good year of activities and badge awards. The Exec met 4 times over the period for day to day management of the Group - Andy Gray is stepping down at the AGM Chris thanked him for his contributions made to the group over the years. Mike Stepped down as GSL - Steve Machray stepped in to cover the GSL Role. The Group is looking forward to face to face scouting again and waiting for the Scout Association to



change the current Red status down to Amber or Green with the Group Covid Risk Assessments in place.

6. Group Treasurer's report

Summary of income and expenditure in the report was circulated to all prior to the meeting, the Group had a larger deficit this year with fewer member numbers and the gift aid is still in progress so that is not showing in this year's figures (2 years of funds waiting to come in). Finance figures maintained for income and had some additional expenditure at the Scout Hut getting ready to the return to face to face meetings

7. Approval of Nomination of Chairman

As is customary at this point Chris stood down from his position of Chair as the GSL would then nominate his Chairman, in Steven's absence Adrian Scott (BSL) proposed that Chris be elected for a further year as Chair which was then seconded by Madge and agreed by all.

8. Election of other Officers

- a) Election of Group Secretary - Lorna Pope Approved Unanimous
- b) Election of Group Treasurer - Madge Ryan - Approved Unanimous
- c) Election of other members

Mike Pope
Nick Dawkins
Gail Frazer
Lee Taylor
Claire Lett

Above officers nominated by Claire Lett and approved by all.

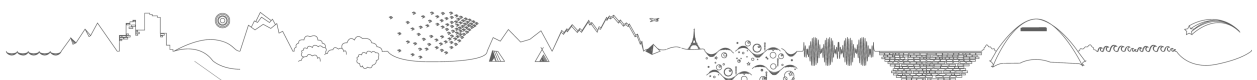
Option to Co opt additional 3 Exec members who may have special skill sets or provide advice to bring onto the committee if required. - Approved by Nic Dawkins agreed by all

Appointment of Accounts Examiner - Neville Keep - motion passed to ask him to continue

9. Any other Business

None raised.

Meeting concluded 8.15pm, Chris thanked everyone for coming.



5th Aylesbury Scout Group Executive Committee Annual Report for the year ending 31st March 2021

Registered Charity Number: 287439

Overview

The Group is a charity established under the rules that are common to all Scouting organisations, and Trustees are appointed in accordance with the Policy, Organisation and Rules of the Scout Association.

The Group Executive Committee, the members of which are the 'Charity Trustees' of the Scout Group, manages the Group. As charity trustees they are responsible for complying with the legislation applicable to charities. This includes the registration, keeping proper accounts and making returns to the Charity Commission as appropriate.

The Group Executive Committee consists of 3 independent representative roles; Chairman, Treasurer and Secretary, together with the Group Scout Leader, individual section leaders and parent representation and meets routinely throughout the year.

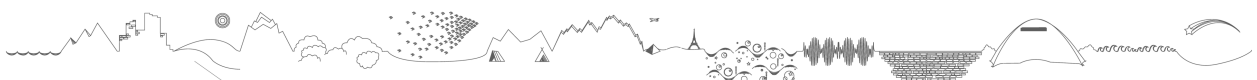
The Group Executive Committee exists to support the Group Scout Leader in meeting the following responsibilities:

- ✦ The maintenance of Group property;
- ✦ The raising of funds and the administration of Group finance;
- ✦ The insurance of persons, property and equipment;
- ✦ Appointing Group Administrators and Advisors other than those who are elected.

The majority of the Group's income is obtained from monthly subscriptions from members and additional income is obtained from various grants, donations and investment income. Full details of sources of income and expenditure are given in the attached accounts. The Group is dependent upon receiving sufficient funding and donations to enable it to continue to work towards achieving its objectives.

Objectives

The Group exists to promote the aims of the Scout Association, which are to contribute to 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.

Reserves Policy

The Group's policy on reserves is to hold sufficient unrestricted reserves to be able to continue the charitable activities of the group should income and charitable activities fall short. The Group Executive Committee considers that the group should hold a sum equivalent to 12-18 months running costs for the group, circa £12,000 - £18,000.

The Group held reserves of approximately £43,000 across all accounts at year end; this is well above the level required for operating expenses. This is explained by the need for the building and maintaining of additional reserves for capital investment in larger maintenance projects as and when required. Additionally, the figure is substantially higher than normal, due to the recent government Covid grants received by the group as we have our own premises.

Investment Policy

The Group's income and expenditure is relatively small, and as a consequence the group does not have sufficient funds to invest in longer-term investments such as stocks and shares. The Group has therefore adopted a low risk strategy for the investment of its funds. All funds are held in cash using only mainstream banks or a charities deposit fund, which provides a competitive rate of interest at an acceptable level of risk.

Risk Review and Internal Control

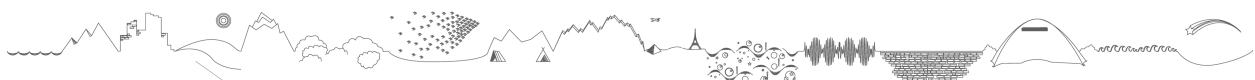
The Group has in place systems of internal control that are designed to provide reasonable assurance against material mismanagement or loss, these include 2 signatories for all payments and comprehensive insurance policies to ensure that reasonable insurable risks are covered. Risks are also minimised through the running of the Group in line with the procedures laid down in the Policy, Organisation and Rules of the Scout Association.

Signed:



.....

Chris Ross, Chairman
on behalf of the Executive Committee



Chairman's Report

The year covered by this report was certainly anything but normal. We entered the financial year in a national lockdown and our Scouting became 'Virtual'. Our amazing leaders somehow managed to still provide activities, challenges and games for our young people throughout this time over Zoom and with Kahoot quizzes. Our census figures show that we have lost some members over this time (understandably) which has a direct impact on our income.

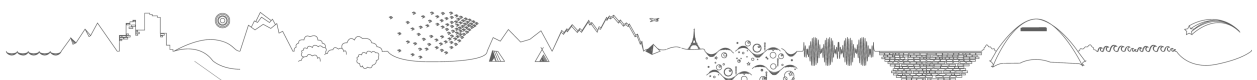
Our executive committee supports the leader team. Our aim is to ensure that our finances are sensibly managed, to ensure suitable facilities and sufficient equipment is available to allow all of the activities and events to continue to take place. We will also help subsidise some of the more costly activities. I have also attended the district Chairman/GSL meetings to help provide group input at a district level, and am also a member of the District Executive Committee.

We plan to continue the maintenance programme to keep the hut in good condition, as well as keep the equipment up to date.

In a normal year, the reduced income from lower numbers would have meant running the year at a loss of around £3,000-£4,000. Although we have not had the usual level of outgoings, we have still had to maintain the hut, pay for the insurances and normal annual running costs. Additionally we have purchased various software licenses to be able to operate virtually, and also needed to invest in various PPE items and solutions to be 'Covid Compliant' when we have been able to use the hut.

Despite the above, our finances are more healthy than envisaged courtesy of the government/council grants that we were fortunate enough to be able to apply for and receive as we have our own premises. We have not increased our monthly subs for over twelve years now and have managed to keep this level for another year. We do not know what the year ahead holds, and we do not know what the overall impact of the current situation will have on our long term finances, but are confident that with the parental support received we are now well positioned for the future.

Unfortunately, due to personal reasons, Steve Machray was no longer able to continue, and had to step down as our GSL. We have been actively looking for a replacement over the last year, and am pleased to be able to announce that Laura McMurdo will be joining the group to take on the role of GSL. Laura is actually a former Scout from 5th Aylesbury who has been away from Scouting for a little while and was looking to give something back. I am sure you will all join me in wishing her well and supporting her to help grow the group. I am sure you will all get to meet her in due course. I would also like to thank the leaders for their on-going support of the group, and also the executive committee for



their input and support. I would especially like to thank Adrian Scott, as without his help and support over the last year, I am not sure how we would have survived. He has helped me enormously in the absence of a GSL. I would also like to thank Gail Frazer who is stepping down from the executive committee this year.

As usual, if you have any queries, ideas, fancy lending a hand in any way or want to bring some special skills to us (or with activities like supporting the hut maintenance). Please do not hesitate to have a chat with us. We are always open to suggestions and it doesn't mean a weekly or long term commitment!

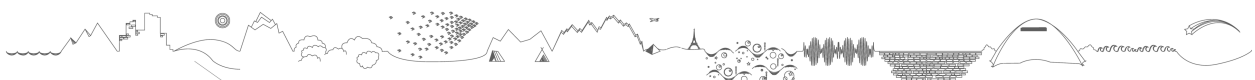
Chris Ross – Chairman

Group Treasurer's Report

Please find on the following pages, the summary of the income and expenditure of the group and sections for the financial year 2020-2021. If you would like any further clarification on any points (or larger print!), please speak with the Treasurer, Chairman or Group Scout Leader who will be happy to discuss or elaborate further.

Overall our accounts are still healthy, as already outlined, our regular source of income (subs) have brought in less over the last year due to reduced numbers. However, our expenditure was lower, and we were also in receipt of government grants as we are a rateable premises. This actually resulted in a large increase in our reserves.

We still have a respectable enough balance for the needs of the group which exceeds the Charities Commission minimum guidelines. We will review the impact of the current pandemic situation over the coming periods and adjust if or when required. We will also continue to review our reserves level which may allow us to carry out some updates or renewals at the hut.



Accounts for Year Ended 31st March 2021

Summary for 5th Aylesbury Scout Account Year ended 31st March 2021



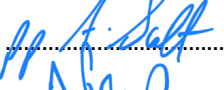

	2019-2020	<u>INCOME</u>	2019-2020	<u>EXPENSES</u>	2019-2020	<u>Balance 2020-2021</u>
Mohican (Beavers)	2189.51	780.00	2194.88	335.26	-5.37	444.74
Cherokee (Cubs)	1433.28	1280.00	1850.55	328.33	-417.27	951.67
Apache (Scouts)	1745.00	1440.00	1798.14	0.00	-53.14	1440.00
Sub Total	5367.79	3500.00	5843.57	663.59	-475.78	2836.41
Scout Group (main saving a/c)	9574.08	9004.30	12800.00	4800.00	-3225.92	4204.30
Scout Group (cheque)	15852.25	26411.25	15565.17	11431.57	287.08	14979.68
Total	30794.12	38915.55	34208.74	16895.16	-3414.62	22020.39

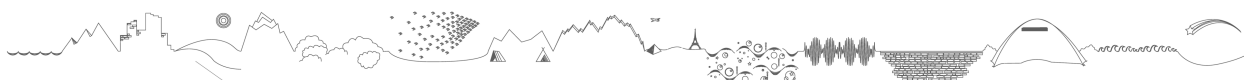
Surplus in funds 22020.39 Due to grants re covid
2019-2020 -3414.62

<u>BANK BALANCES</u>	<u>Opening</u>	<u>Closing</u>	2019-2020	2020-2021
Mohican (Beavers) (Chq's& Csh)	845.26	1290.00	-5.37	444.74
Cherokee (Cubs)	1322.13	2273.80	-417.27	951.67
Apache (Scouts)	1676.22	3116.22	-53.14	1440.00
Scout Group (Savings a/c)	15465.11	19669.41	-3225.92	4204.30
Scout Group (cheque a/c)	1628.27	16607.95	287.08	14979.68
Total	20936.99	42957.38	-3414.62	22020.39

Surplus in funds 22020.39 Due to grants re covid
2019-2020 -3414.62

The above account and accompanying pages of assets and liabilities were approved by the Trustees on 21st January 2022 and signed on their behalf by:

Chairman:  Chris Ross
Treasurer:  Madge Ryan
Group Scout Leader: 
Accounts Scrutineer: 





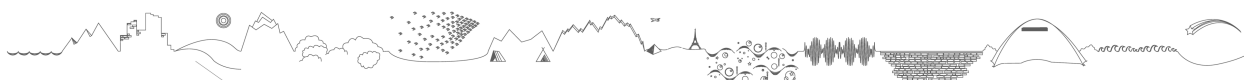
5th AYLESBURY SCOUT GROUP ACCOUNTS 2020-2021

TOTAL OUTGOINGS FROM CHEQUE ACCOUNT

MONTH	S/O Scouts	S/O Cubs	S/O Beavers	S/O Gas	S/O Tel	S/O Rent	Total Cheques for month	uncleared chq	Faster Payment	TOTALS
Apr-20	120.00	100.00	65.00	91.00						376.00
May-20	120.00	100.00	65.00	91.00				10.00		386.00
Jun-20	120.00	100.00	65.00	109.00						394.00
Jul-20	120.00	100.00	65.00	109.00					86.83	480.83
Aug-20	120.00	100.00	65.00	109.00						394.00
Sep-20	120.00	100.00	65.00	109.00		618.00				1012.00
Oct-20	120.00	100.00	65.00	109.00					202.86	596.86
Nov-20	120.00	100.00	65.00	109.00					362.00	756.00
Dec-20	120.00	100.00	65.00	109.00					977.49	1371.49
Jan-21	120.00	100.00	65.00	109.00					860.39	1254.39
Feb-21	120.00	100.00	65.00	109.00						394.00
Mar-21	120.00	100.00	65.00	109.00					3622.00	4016.00
TOTALS	1440.00	1200.00	780.00	1272.00	0.00	618.00	0.00	10.00	6111.57	11431.57
2019-2020	1440.00	1200.00	780.00	927.00	0.00	618.00	9429.07		1171.10	15565.17
2018-2019	1440.00	1200.00	780.00	662.00	0.00	500.00	10949.50		193.20	15724.70

RECEIPTS TO CHEQUE ACCOUNT

MONTH	Receipts from Sav A/C	Fund Raising	Donations	Contra entries	Refunds	payment for back Subs	Grants	Monies for Group Camps	Sundries	TOTALS
Apr-20	400.00									400.00
May-20	400.00						10000.00	432.25		10832.25
Jun-20	400.00									400.00
Jul-20	400.00									400.00
Aug-20	400.00									400.00
Sep-20	400.00									400.00
Oct-20	400.00									400.00
Nov-20	400.00									400.00
Dec-20	400.00									400.00
Jan-21	400.00									400.00
Feb-21	400.00						9003.00		80.00	9483.00
Mar-21	400.00						2096.00			2496.00
TOTALS	4800.00	0.00	0.00	0.00			21099.00	432.25	80.00	26411.25
2019-2020	12800.00	0.00	20.00	0.00				2220.00	812.25	15852.25
2018-2019	10800.00	0.00	93.00	0.00						12533.00
2017-2018	11800.00	0.00	95.00	0.00					65.00	11960.00

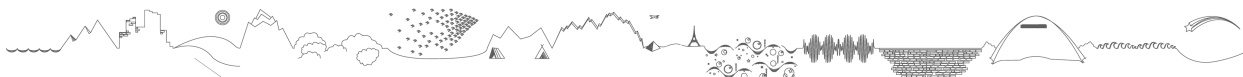


5th AYLESBURY SCOUT GROUP ACCOUNTS 2020-2021**RECEIPTS AND PAYMENTS -----SAVINGS ACCOUNT****RECEIPTS**

MONTH	Subs	Interest	Gift Aid	TOTALS
Apr-20	790.00	0.73		790.73
May-20	790.00	0.67		790.67
Jun-20	790.00	0.63		790.63
Jul-20	760.00	0.66		760.66
Aug-20	805.00	0.58		805.58
Sep-20	715.00	0.14		715.14
Oct-20	670.00	0.14		670.14
Nov-20	745.00	0.15		745.15
Dec-20	715.00	0.15		715.15
Jan-21	760.00	0.16		760.16
Feb-21	745.00	0.15		745.15
Mar-21	715.00	0.14		715.14
TOTALS	9000.00	4.30	0.00	9004.30
2019-2020	9565.00	9.08	0.00	9574.08
2018-2019	11550.00	10.18	0.00	11560.18
2017-2018	11250.00	10.00	0.00	11260.00

OUT GOINGS

XFER to Cheque Account
800.00
400.00
400.00
0.00
800.00
400.00
0.00
800.00
0.00
800.00
400.00
0.00
4800.00
12800.00
10800.00
11800.00





Section A

Independent Examiner's Report

Report to the trustees/
members of

5th Aylesbury Scout Group

On accounts for the year
ended

31st March 2021

Charity no
(if any)

287439

Set out on pages

10-13

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/03/2021

Responsibilities and
basis of report

As the charity trustees of the Trust, 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 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 (~~other than that disclosed below~~ *) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which 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.*

Signed:

Date:

22/1/22

Name:

NEVILLE KEEP

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

Address:

3 OULTON CLOSE, AYLESBURY, BUCKS. HP21 7JY

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

