

Final.

1st BERNWOOD FOREST SCOUT GROUP

REPORT & ACCOUNTS for the year ended 31 March 2021

TRUSTEES

Group Chair
Membership Secretary
Treasurer
Group Scout Leader
Leader Representative
Other

G Packham
C Hawkes
J E Broadhurst
M Summerhayes
E Gray
D Courtney

Co-opted members

R Smith

BANKERS

Lloyds Bank
Butler Place Branch
Thame
Oxfordshire

CHARITY REGISTRATION NUMBER

288739

CONTACT NAME & ADDRESS

Mrs J E Broadhurst
4 Badgers Rise
Stone
Aylesbury
Bucks
HP17 8RR

1ST BERNWOOD FOREST SCOUT GROUP

Trustees annual report for the year ended 31st of March 2021

As with many youth organisations, the 1 Bernwood Forest Scout Group was seriously impacted by the Covid pandemic in 2020 and 2021. In line with government guidelines, we moved from face-to-face scouting to virtual scouting activities over the year. Every section continued to offer scouting related activities – either via Zoom virtual sessions or offline home-based work packs. Every section continued to focus on delivering a programme of activities to support young people's development; give everyone an opportunity to have fun and continue the various badge related activities – a fantastic achievement given the difficult circumstances.

In addition, we held a cross Cub and Scout level VE remembrance event to help celebrate the 75th anniversary of VE day (Victory in Europe). We had a special visitor, John Fieldsand, join across a series of meetings in April. Mr Fieldsand was honoured in the New Year Honours list with a British Empire Medal. He escaped from Prague on the Kindertransport in 1939, aged seven. He described his early life in Germany and his adventures. The feedback from both the young people and adults was amazing.

It is a testament to the young people, and the adult volunteers that we were able to continue to offer scouting activities right through the year and despite a slight drop off in numbers; at the end of the year, we had 85 young people across the sections.

We continue to have a waiting list for Beavers, and Cubs. Due to a lack of adult volunteers, existing leaders continue to lead multiple sections with both Scout leader roles and the Beaver leader role being covered in this way. The piloting of a new Beaver colony in Long Crendon has been severely delayed due to the Covid-19 pandemic, which means that many of the Beaver aged young people on the waiting list have now moved onto the cub waiting list.

The trustees would like to express immense gratitude to all our volunteer leaders and their assistants without whom the provision of Scouting activities for the young people would not be possible.

During the pandemic, we took the opportunity to refresh and paint the outside of the scout HQ building, plus other essential maintenance activities.

The Trustees can report that the Executive Committee and financial position of the group remain in a strong position despite the difficulties caused by the Pandemic. The Chair of the Executive Committee, Gareth Packham, has enjoyed his first year with the Scout Group and looks forward to meeting volunteers, young people and parents in person next year. After a number of years' service, Claire Hawkes will step down from her position as Membership Secretary at the next AGM and the trustees wish her all the best for the future and thank her for the amazing work she has done for the group.

The group continues to adhere to governance and Scout Association and Charity Commission guidelines, which can be seen within these accounts, including the Reserves and Investment policies outlined below. Once these accounts have been formally approved at the AGM then the Treasurer will action accordingly.

New volunteers, both in leadership or executive roles are always welcome and whether you can spare an hour or more, if you would like to be involved in any way then please get in touch. As mentioned

above we are currently looking for a new membership secretary to join the Executive Committee and welcome any enquiries.

Post Balance Sheet Event

The Trustees have considered the impact of the Covid-19 pandemic on the Group and can report that the Group is taking a measured and controlled approach, in line with Scout Association and government guidelines. Due to the robust financial position of the Group the Trustees can report that the Group continues to be a going concern for the foreseeable future.

Reserves policy

The Trustees have established a policy whereby the unrestricted funds neither designated nor invested in tangible fixed assets should be maintained at a level sufficient for them to be able to continue the current activities of the Group in the event of a significant change in income or expenditure. The trustees consider that a sufficient level is deemed to be 18 months' worth of premises and insurance costs. It would obviously be necessary to consider how funding would be replaced if the level and type of activity changed. The trustees consider that current level of free reserves is adequate.

Investment policy

The Trustees considered the most appropriate policy for investing surplus funds and have decided that the surplus funds should be invested with the charities official investment fund which is considered to be free of risk and provide an acceptable level of income.

Responsibilities of the Trustees

The Trustees are required to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the 1st Bernwood Forest Scout Group as at the balance sheet date and of its income and expenditure for the financial year. In preparing those financial statements the trustees should follow best practice and

- Follow the Scout Association policies as defined in Policy Organisation and Rules to all financial matters (This incorporates all guidelines from the Charity Commission)
- Make judgements and estimates that are reasonable and prudent; and
- Prepare the financial statements on the going concern basis

The Trustees are responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of 1st Bernwood Forest Scout Group and to enable them to ensure that the financial statements meet the requirements of the Scout Association and Charity Commission.

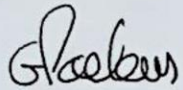

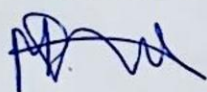
The Trustees are also responsible for safeguarding the assets of the 1st Bernwood Forest Scout Group and hence for taking reasonable steps to prevention and detection of fraud and other irregularities.

1st Bernwood Forest Scout Group is a Charity established under which rules that are common to and are part of The Scout Association.

1ST BERNWOOD SCOUT GROUP

The Accounts have been drawn up on the Receipts and Payments basis and prepared in accordance with the Statement of Recommended Practice - Accounting and Reporting by Charities.

Approved by the trustees and signed on their behalf by:

	Gareth Packham, Group Chair	2 nd September 2021
	Jilli Broadhurst, Group Treasurer	2 nd Sept '21.
	Martin Summerhayes, Group Scout Leader	2 nd Sept '21

1ST BERNWOOD FOREST SCOUT GROUP

Receipts & Payments Account Summary for the year ended 31st March 2021

	This year £	Previous year £
Total receipts for the year	23,979.94	18,125.86
Total payments for the year	<u>9,564.01</u>	<u>14,584.21</u>
	14,415.93	3,541.65
Cash, bank and similar funds brought forward	26,858.51	23,316.86
Cash, bank and similar funds carried forward	<u>41,274.44</u>	<u>26,858.51</u>

Approved by the Trustees on and signed on their behalf by

Martin Smith

Group Scout Leader

Gleeson

Chairman

J. Broadhurst

Treasurer

1ST BERNWOOD FOREST SCOUT GROUP

Receipts for the year ended 31st March 2021

	Unrestricted funds	
	This year	Previous year
	£	£
MEMBERSHIP SUBSCRIPTIONS	6,003.50	13,319.50
Prompt payment levy refund	60.50	60.50
Less paid to District/County	<u>4,739.50</u>	<u>6,231.50</u>
	1,324.50	7,148.50
INVESTMENT INCOME RECEIVED		
Bank Interest	<u>16.78</u>	<u>61.14</u>
	16.78	61.14
ACTIVITIES		
County Camp May 2019	0.00	1,409.50
Dinton Cubs Summer Camp- Aug '20	0.00	1,250.00
LC Cubs Summer Camp - May '20	0.00	805.00
LC Cubs Christmas Camp - Dec '19	0.00	1,569.00
LC Cubs PACCAR event - Dec' 20	42.00	0.00
LC Cubs PACCAR event - Apr '21	24.00	0.00
Scouts Wet Camp - May '20	0.00	930.00
Scouts Wet Camp - May '20: refund received	1,188.00	0.00
Scouts PACCAR event - Apr '21	26.00	0.00
HOAC Water day - June '19	0.00	370.00
LC Cubs Summer camp May 20 - Refund received	125.00	0.00
WOW Events & transport	0.00	144.00
WOW Events - Refund received	121.39	0.00
Roars and Snores sleepover	0.00	450.00
Endurance 10 & 40	0.00	96.00
Bucks 'O' event	0.00	48.00
Patrol Leader training	0.00	30.00
Dinton section - Christmas party	0.00	125.00
Sundry	<u>0.00</u>	<u>20.00</u>
	1,526.39	7,246.50
FUND RAISING		
Stone Village Activities	<u>0.00</u>	<u>45.50</u>
	0.00	45.50
OTHER INCOME		
Gift Aid recovered on subscriptions	0.00	3,231.22
COVID19 Grants	21,099.00	0.00
Hire of HQ	0.00	393.00
Sundry	13.27	0.00
	<u>21,112.27</u>	<u>3,624.22</u>
TOTAL RECEIPTS FOR THE YEAR	<u>23,979.94</u>	<u>18,125.86</u>

1ST BERNWOOD FOREST SCOUT GROUP

Payments for the year ended 31st March 2021

	Unrestricted funds	
	This year £	Previous year £
PREMISES & INSURANCE		
Contribution for use of premises	0.00	492.00
Repairs and maintenance	3,991.00	868.81
Insurance	480.77	506.94
Utilities	1,608.62	1,339.11
Cleaning	0.00	180.00
Rates	61.44	0.00
	<u>6,141.83</u>	<u>3,386.86</u>
ACTIVITIES		
County camp 2019	0.00	1,232.38
Dinton Cubs Summer Camp - Aug '20	0.00	257.60
Dinton Cubs Summer Camp - Aug '20 - refunds to parents	1,250.00	0.00
LC Cubs Summer Camp - May '20	0.00	160.00
LC Cubs Christmas Camp - Dec '19	0.00	895.21
LC Cubs Christmas Camp - Dec '20	0.00	470.00
LC Cubs PACCAR event - Dec' 20	45.00	0.00
Scouts WET Camp - May '19	0.00	131.11
Scouts WET Camp - May '20	0.00	1,868.00
Scouts - Online activity	20.50	0.00
HOAC water day - June '19	0.00	433.30
LC Summer camp - May '20 - refunds to parents	595.00	0.00
WOW events & transport	0.00	402.89
Roars and Snores Sleepover	0.00	500.00
Roars and Snores Sleepover - refunds to parents	50.00	0.00
Endurance 10 & 40	0.00	115.00
Bucks 'O' event	0.00	44.00
Patrol Leader training	0.00	50.13
Dinton section Christmas Party	0.00	125.00
Family Day	0.00	43.27
	<u>1,960.50</u>	<u>6,727.89</u>
ADMIN/ESTABLISHMENT EXPENSES		
Beaver Colony expenses	89.54	80.00
Cub Pack expenses	128.81	282.17
Scout Troop expenses	50.00	142.21
Meeting expenses	0.00	90.80
Purchase of Uniforms	79.95	27.99
Purchase of badges	210.69	1,194.01
Loan repayment	500.00	500.00
Loan interest	27.50	41.25
Subscriptions	120.60	344.66
Marketing	0.00	212.51
	<u>1,207.09</u>	<u>2,915.60</u>
PURCHASE OF EQUIPMENT		
Equipment purchased	0.00	412.72
Website Development	0.00	594.00
	<u>0.00</u>	<u>1,006.72</u>
SUNDRY PAYMENTS		
Christmas Meal	0.00	400.00
AGM food	0.00	35.35
Leavers gifts	74.99	0.00
Poppy appeal	21.60	30.00
Website costs	108.00	16.79
Donations	0.00	50.00
Miscellaneous	50.00	15.00
	<u>254.59</u>	<u>547.14</u>
TOTAL PAYMENTS FOR THE YEAR	<u><u>9,564.01</u></u>	<u><u>14,584.21</u></u>

1ST BERNWOOD FOREST SCOUT GROUP

Statement of Assets and Liabilities as at 31st March 2021

	Unrestricted funds	
	This year	Previous year
	£	£
MONETARY ASSETS		
Cash, Bank and similar funds		
Unrestricted Funds:		
Lloyds Bank Account	21,274.44	16,858.51
COIF Reserves	10,000.00	5,000.00
COIF Reserves Two	10,000.00	5,000.00
Designated Funds		
None	<u>41,274.44</u>	<u>26,858.51</u>
	None	None
OTHER MONETARY ASSETS		
NON MONETARY ASSETS		
Camping Equipment	4,267.64	4,267.64
Website Development costs	0.00	594.00
Debtor (LC Cubs summer camp May 2020 - received Aug 2020)	0.00	125.00
Debtor (Scouts WET camp May 2020 - received July 2020)	0.00	1,188.00
Prepayment (WOW Event - Activity centre - refund received Oct '20)	0.00	162.00
Prepayment (Cubs Christmas camp Nov 2020 - rolled forward to Nov/Dec 21)	470.00	470.00
Prepayment (Dinton Cubs summer camp Aug 2020 - rolled forward to Summer 2022)	258.00	258.00
Prepayment (Roars & Snores sleepover - refund received June 2021)	450.00	450.00
	1,250.00	1,250.00
LIABILITIES		
Accruals - Gazebos & other equipment	345.00	325.00
Accruals - Other	250.00	250.00
Deposit Refunds due to parents (WET camp May 2020)	140.00	770.00
Deposit Refunds due to parents (LC Cubs summer camp May 2020)	0.00	50.00
Deposit Refunds due to parents (Roars and Snores - all refunded)	0.00	1,250.00
Deposit Refunds due to parents (Dinton Cubs Summer camp 2020 - all refunded)	350.00	350.00
Deferred Income (Roars & Snores sleepover)	50.00	0.00
Deferred Income (PACCAR Events - Cubs/Scouts April 21)	500.00	1,000.00
Loan		

The interest rate on the loan is 2.75%
The last loan instalment is due 31 December 2021

Independent examiner's report to the trustees of 1st Bernwood Forest Scout Group

I report to the trustees on my examination of the accounts of the 1st Bernwood Forest for the year ended 31st March 2021.

Responsibilities and basis of report

As the charity trustees of the 1st Bernwood Forest 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 1st Bernwood Forest 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.

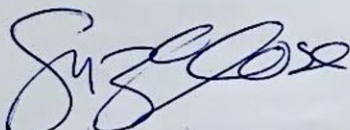
Independent examiner's statement

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 1st Bernwood Forest 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:

SUZANNE ROSE

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

Address: 15 CHESTERGROVE CLOSE, STONE, BUCKS. HP178PY

Date: 19/10/2021.