

WARMINSTER SCOUT GROUP

England & Wales · Charity number 292471

Details

Other names	1ST WARMINSTER SCOUT GROUP
Status	Registered
Legal form	Other
Registered	1985-08-23
Register	View on the Charity Commission register

Contact

Address	3 Ruskin Drive Warminster Wiltshire BA12 8HS
Phone	01985215293
Email	chairman@warminsterscoutgroup.onmicrosoft.com
Website	www.warminsterscoutgroup.co.uk

Activities

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

Activities: Development and Training of young people in according with the aims and rules of the Scout Association.

Classification

- **How:** Provides Human Resources
- **What:** Education/training, Amateur Sport, Animals, Environment/conservation/heritage
- **Who:** Children/young People

Geography

- Wiltshire

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£44,639	£45,360	-	-
2024-03-31	£30,532	£44,821	-	-
2023-03-31	£35,366	£37,814	-	-
2022-03-31	£25,538	£24,683	-	-
2021-03-31	£24,137	£7,697	-	-

Trustees

Name	Role	Appointed
Michael Beckley	Chair	2023-06-30
Adam Turvey		2019-11-01
Alan Meadow		2019-08-30
Denise White		2020-05-01
MICHELLE MEADOW		2016-06-16
NIGEL PETER HODGES		2014-03-25
Stefanie Hodgson		2021-11-11

WARMINSTER SCOUT GROUP

England & Wales - Charity number 292471

Accounts

Trustees' Annual Report

For the pe

From (start

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to end da

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Section A Reference

Charity name

Warminster Scout t

Other names the charity is known l

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Registered charity number (if any)

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HQ registration number

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Charity's principal address

Greenland Hut					
Weymouth Street					
Warminster, Wiltshire					
Postcode	B	A	1	2	9N P

(These will be published in the annual report of the charity and the Charity Register if reporting for a Registered Charity with a charity regulator)

	Trustee Name	Office (if any)	whole year
1	Michael Beckely	Chair	yes
2	Michelle Meadow	Treasurer	yes
3	Nigel Hodges	Trustee	yes
4	Elizabeth Williams	Trustee	yes
5	Joan Davies	Trustee	yes
6	Pete Wellstead	Trustee	yes
7	James Church	Trustee	yes
8	Denise White	Trustee	yes
9	Alan Meadow	Trustee	yes
10	Adam Turvey	Trustee	yes
11	Emily Neate	Trustee	to end March 2025
12	Stef Hodgson	Trustee	yes
13	Belinda Tee	Secretary	to end March 2025
14			
15			

(These will be published in the annual report of the charity)

Type of advisor	Name	Address

Section B Structure

Description of the charity's trusts

Type of governing document
(e.g. trust deed, constitution)

The Group's governing documents are those of the 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.

How the charity is constituted

The Group is a trust established under its rules which are common to all

(e.g. trust, association, company)

Scouts.

Trustee selection methods
(e.g. appointed by, elected by)

The Trustees are appointed in accordance with the Policy, Organisation and Rules of The Scout Association.

Additional governance issues (optional information)

You may choose to include additional information, where relevant, about:
Policies and procedures adopted for: trustee consideration of major risks and the

The Group is managed by the Group Trustee Board, the members of which are the 'Charity Trustees' of the Scout 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 Trustee Board consists of the Chair, Treasurer and 6 Trustees (including 2 Ex Officio Trustees, and 2 co-opted Trustees) and meets every 2 months.

Members of the Trustee Board complete Being a Scouts Trustee learning within the first 6 months of joining the Board.

This Group Trustee Board exists to make sure the charity is well-managed, risks are assessed and mitigated, buildings and equipment are in good working order, and everyone follows legal requirements and the organisation's policies and rules. Their support helps other volunteers run high-quality and safe programmes that gives young people skills for life.

Section B Structure

Risk and Internal Control (Specimen 1)

The Group Trustee Board has identified the major risks to which they believe the Group is exposed, these have been reviewed and systems have been established to mitigate against them. The main areas of concern that have been identified are:

Damage to the building, property and equipment. The Group would request the use of buildings, property and equipment from neighbouring organisations such as the church, community centre and other Scout Groups. Similar reciprocal arrangements exist with these organisations. The Group has sufficient buildings and contents insurance in place to mitigate against permanent loss.

Injury to leaders, helpers, supporters and members. The Group through the capitation fees contributes to the Scout Associations national accident insurance policy. Risk Assessments are undertaken before all activities.

Reduced income from fund raising. The Group is primarily reliant upon income from subscriptions and fundraising. The group does hold a reserve to ensure the continuity of activities should there be a major reduction in income. The Board could raise the value of subscriptions to increase the income to the group on an ongoing basis, either temporarily or permanently.

Reduction or loss of leaders. The group is totally reliant upon volunteers to run and administer the activities of the group. If there was a reduction in the number of leaders to an unacceptable level in a particular section or the group as a whole then there would have to be a contraction, consolidation or closure of a section. In the worst case scenario the complete closure of the Group.

Reduction or loss of members. The Group provides activities for all young people aged 4 to 18. If there was a reduction in membership in a particular section or the group as whole then there would have to be a contraction, consolidation or closure of a section. In the worst case scenario the complete closure of the Group.

Risk and Internal Control (Specimen 2)

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

Section C Objectives

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

The Purpose of Scouting
Scouting exists to actively engage and support young people in their personal development, empowering them to make a positive contribution to society.

The Values of Scouting
As Scouts we are guided by these values:
Integrity - We act with integrity; we are honest, trustworthy and loyal.
Respect - We have self-respect and respect for others.
Care - We support others and take care of the world in which we live.
Belief - We explore our faiths, beliefs and attitudes.
Co-operation - We make a positive difference; we co-operate with others and make friends.

The Scout Method
Scouting takes place when young people, in partnership with adults, work together based on the values of Scouting and:
- enjoy what they are doing and have fun
- take part in activities indoors and outdoors
- learn by doing
- share in spiritual reflection
- take responsibility and make choices
- undertake new and challenging activities
- make and live by their Promise.

Summary of the main activities in relation to these objects

Warminster's Scouting sections enjoyed a dynamic year of growth, adventure, and community spirit, all rooted in the Purpose of Scouting. Beavers explored nature and practical skills, celebrated seasonal events, and proudly earned Chief Scout Bronze Awards as they prepared to move up. Cubs embraced creativity, outdoor learning, and resilience, with both packs earning environmental badges and adapting plans when weather disrupted camp. Scouts deepened their leadership and teamwork through pioneering, expeditions, and expressive activities like talent shows. Explorers rounded out the year with hikes, games, and community service, embodying Scouting's values of care, co-operation, and making a positive difference.

Additional details of the objectives and activities

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

- policy on grantmaking;
- contribution made by volunteers;
- policy on investments.

Public benefit statement

The Group meets the Charity Commission's public benefit criteria under both the advancement of education and the advancement of citizenship or community development headings.

Section D Achiever

Warminster's Scouting groups delivered a year of outstanding achievement, with young people embracing challenge, creativity, and service across all sections. Their continual presence in the local community was felt through events, parades, and partnerships that reflected Scouting's values in action. From nature exploration to leadership development, members learned by doing—supporting not just their own families and volunteers, but contributing meaningfully to the wider community. These efforts exemplify Scouting's purpose: empowering young people to grow, connect, and make a positive difference.

Section E Financia

Brief statement of the charity's policy on reserves

Reserves Policy

The Group's policy on reserves is to hold sufficient resources to continue the charitable activities of the group should income and fundraising activities fall short. The Group Trustee Board considers that the group should hold a sum equivalent to 12 months running costs, circa £21,000.

The Group held reserves of approximately £21,000 against this at year end.

Quantify and explain any designati

Details of any funds materially in deficit (circumstances plus steps to eliminate)

None materially in deficit

Further financial review details (op

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

Investment Policy (Specimen 1)

The Group's Income and Expenditure is very small and as a consequence 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 to the investment of its funds. All funds are held in cash using only mainstream banks or building societies or The Scout Association's Short Term Investment Service.

The Group Trustee Board regularly monitors the levels of bank balances and the interest rates received to ensure the group obtains maximum value and income from its banking arrangements. Occasionally this may involve using an account that requires a period of notice before funds may be withdrawn, before doing so the Group Trustee Board considers the cash flow requirements.

Investment Policy (Specimen 2)

The Group does not have sufficient funds to invest in longer term investments. The Group has therefore adopted a risk averse strategy to the investment of its funds. All funds are held in cash using only mainstream banks or building societies.

- the charity's principal sources of funds (including any fundraising);

- how expenditure has supported the key objectives of the charity;

- investment policy and objectives;

Section F

Other Or

Plans for future periods (details of any significant activities planned to achieve them)

Section G

Declarat

The trustees declare that they have

Signed on behalf of the charity's tr

Signature(s)

Full name(s)

Position (eg Secretary, Chair)

28/1/25

Warminster Scout Group - Accounts for 2024-2025

Start of Year - 1st April 2024

Lloyds Main Account	£3,995.42
Lloyds Savings Account	£17,848.82
Opening Balance	£21,844.24

Income			Expenditure		
	Budget	Actual		Budget	Actual
Subscriptions	£18,240.00	£19,247.31	Maintenance	£1,500.00	£7,123.33
Donations	£500.00	£4,018.39	Rent / Storage	£0.00	£0.00
Fundraising- Event 1	£500.00	£150.00	Scout Levy	£7,600.00	£8,046.00
Fundraising- Event 2	£0.00	£348.53	Heat / Light	£1,700.00	£2,416.83
Fundraising- Event 3	£0.00	£0.00	Water	£200.00	£465.52
Bank Interest	£120.00	£199.12	Insurances	£1,185.00	£1,537.20
Rental Income	£0.00	£0.00	Training	£300.00	£0.00
Section Activities	£0.00	£5,160.27	Uniform	£475.00	£220.95
Camp Activities	£0.00	£12,420.91	Hut Lease		£0.00
Gift Aid	£2,000.00	£2,432.59	Equipment	£1,000.00	£152.96
Other	£0.00	£661.75	Fire / Safety Inspect	£400.00	£238.32
			Section Activities	£4,000.00	£11,058.54
			Camp costs	£1,000.00	£12,976.79
			Donations	£50.00	£55.00
			AGM + Trustee exp	£250.00	£352.29
			Travel / Mileage	£250.00	£40.90
			Other	£1,000.00	£675.74
			Support Fund	£0.00	£0.00
			Subs bad debt	£300.00	£0.00
Sub-Total	£21,360.00	£44,638.87	Sub-Total	£21,210.00	£45,360.37
Income v Expenditure					-£721.50

End of Year - 31st March 2025

Lloyds- Business Account	£3,074.80
Lloyds-Saving Account	£18,047.94
Closing bank balance	£21,122.74
Known Expenditure but not yet presented in 2023-24	£0.00
Provisions for Scout Levy & Insurance (to be removed when actuals submitted)	
Cash balance	£21,122.74
Spreadsheet checksum verification (should be zero)	£ -

Point of Interest

40 The Downlands
Warminster
Wiltshire
BA12 OBD

1st Warminster Scout Group
Greenland Hut,
25 Weymouth St
Warminster
BA12 9NP

18 Jun 25

Dear Nigel and Mike,

INDEPENDENT EXAMINATION OF THE 1ST WARMINSTERS SCOUT GROUP ACCOUNT

I have scrutinised the 1st Warminster Scout Group account for the year ending 31 March 2025.

I confirmed opening and closing balances before agreeing the income and expenditure account presented. I discussed the operation of the account with the Treasurer by way of compliance testing. Thereafter I undertook substantive testing by examining around 20% of transactions, predominantly expenditure, noting that since my last examination petty cash is no longer held by any section. I again reviewed the system used to maintain subscriptions, how gift aid is claimed and the reconciliation of the subscription account to both the group and sections together with the actions taken when children leave the Group without settling subscriptions in full which remains effective.

My examination was limited to the books of account confirming monetary assets. I did not confirm the existence or value of the Group's other assets or property.

I offer 3 observations:

- **Card Payments.** The system works well and is effective although there is an onus on the treasurer to track and reconcile receipts.
- **Invoices for Group Events.** I was aware that a large number of the Group attended the Atheneum Pantomime and the payment from the group account which equalled receipts. There was no supporting correspondence for this payment and I suggest that for future events that supporting paperwork is held for the protection of the organiser.
- **Minor discrepancy.** One minor observation was raised on a transaction covering multiple payments where one of the invoices was not held; the Treasurer has undertaken to investigate the matter.

During the examination I did not detect spot any matters of concern and in my opinion the accounts are in accordance with the records produced to me and comply with the constitution.

You sincerely

Donald

Donald Watt MBE FCMA

Scrutineer's Report to the Trustees of the 1st Warminster Scout Group

I report on the accounts of the Group for the year ended 31 Mar 25

Respective responsibilities of Trustees and Scrutineer

As the Group's trustees you are responsible for the preparation of the accounts; you consider that neither the audit nor independent examination requirements of the Charities Act 2011 apply. It is my responsibility without carrying out an audit or independent examination to scrutinise the accounts and to report to you.

Basis of Scrutineer's Statement

In accordance with the directions given in the Group's/District's constitution, I have scrutinised the records and the accounts presented to me.

Scrutineer's Statement

In my opinion the accounts are in accordance with the records produced to me and comply with the constitution.

Donald Watt MBE FCMA

40 The Downlands
Warminster
BA12 0BD

19 June 2025

WARMINSTER SCOUT GROUP

England & Wales - Charity number 292471

Accounts

Trustees' Annual Report

For the period

From (start

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to end dat

3 1 0 3 2 4

Section A

Referenc

Charity name

Warminster Scout Group

Other names the charity is kn

Registered charity number (i

2 9 2 4 7 1

HQ registration number

Charity's principal address

Greenland Hut
Weymouth Street
Warminster, Wiltshire
Postcode B A 1 2 9 N P

Names of the charity trustees who manage the charity

(These will be published in the annual report of the charity and the Charity Register if reporting for a Registered Charity with a charity regulator)

	Trustee Name	Office (if any)	whole year
1	Russ Cane	GSL	yes
2	Michelle Meadow	Treasurer	yes
3	Nigel Hodges	Trustee	yes
4	Elizabeth Williams	Trustee	yes
5	Joan Davies	Trustee	yes
6	Pete Owen	Trustee	yes
7	Pete Wellstead	Trustee	Jun-23
8	James Church	Trustee	yes
9	Denise White	Trustee	yes
10	Alan Meadow	Trustee	yes
11	Adam Turvey	Trustee	yes
12	Emily Neate	Trustee	yes
13	Stef Hodgson	Trustee	yes
14			
15			

Names and addresses of advisers (optional information but encouraged as best practice)

(These will be published in the annual report of the charity)

Type of advisor	Name	Address

Section B

Structure

Description of the charity's tr

Type of governing document
(e.g. trust deed, constitution)

The Group's governing documents are those of the 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.

How the charity is constituted
(e.g. trust, association, company)

The Group is a trust established under its rules which are common to all Scouts.

Trustee selection methods
(e.g. appointed by, elected by)

The Trustees are appointed in accordance with the Policy, Organisation and Rules of The Scout Association.

Additional governance issues (optional information but encouraged as best practice)

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

Policies and procedures adopted for:

- a) the induction and training of trustees;
- b) trustee' consideration of major risks and the systems and procedures to manage them

The Group is managed by the Group Trustee Board, the members of which are the 'Charity Trustees' of the Scout 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 Trustee Board consists of the Chair, Treasurer and 11 Trustees (including 2 Ex Officio Trustees, and 8 co-opted Trustees) and meets at least 4 times a year.

Members of the Trustee Board complete Being a Scouts Trustee learning within the first 6 months of joining the Board.

This Group Trustee Board exists to make sure the charity is well-managed, risks are assessed and mitigated, buildings and equipment are in good working order, and everyone follows legal requirements and the organisation's policies and rules. Their support helps other volunteers run high-quality and safe programmes that gives young people skills for life.

Section B

Structure

Risk and Internal Control (Specimen 1)

The Group Trustee Board has identified the major risks to which they believe the Group is exposed, these have been reviewed and systems have been established to mitigate against them. The main areas of concern that have been identified are:

Damage to the building, property and equipment. The Group would request the use of buildings, property and equipment from neighbouring organisations such as the church, community centre and other Scout Groups. Similar reciprocal arrangements exist with these organisations. The Group has sufficient buildings and contents insurance in place to mitigate against permanent loss.

Injury to leaders, helpers, supporters and members. The Group through the capitation fees contributes to the Scout Associations national accident insurance policy. Risk Assessments are undertaken before all activities.

Reduced income from fund raising. The Group is primarily reliant upon income from subscriptions and fundraising. The group does hold a reserve to ensure the continuity of activities should there be a major reduction in income. The Board could raise the value of subscriptions to increase the income to the group on an ongoing basis, either temporarily or permanently.

Reduction or loss of leaders. The group is totally reliant upon volunteers to run and administer the activities of the group. If there was a reduction in the number of leaders to an unacceptable level in a particular section or the group as a whole then there would have to be a contraction, consolidation or closure of a section. In the worst case scenario the complete closure of the Group.

Reduction or loss of members. The Group provides activities for all young people aged 4 to 18. If there was a reduction in membership in a particular section or the group as whole then there would have to be a contraction, consolidation or closure of a section. In the worst case scenario the

complete closure of the Group.

Risk and Internal Control (Specimen 2)

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

Section C	Objective
<p>Summary of the objects of the charity set out in its governing document</p>	<p>The Purpose of Scouting Scouting exists to actively engage and support young people in their personal development, empowering them to make a positive contribution to society.</p> <p>The Values of Scouting As Scouts we are guided by these values: Integrity - We act with integrity; we are honest, trustworthy and loyal. Respect - We have self-respect and respect for others. Care - We support others and take care of the world in which we live. Belief - We explore our faiths, beliefs and attitudes. Co-operation - We make a positive difference; we co-operate with others and make friends.</p> <p>The Scout Method Scouting takes place when young people, in partnership with adults, work together based on the values of Scouting and:</p> <ul style="list-style-type: none"> - enjoy what they are doing and have fun - take part in activities indoors and outdoors - learn by doing - share in spiritual reflection - take responsibility and make choices - undertake new and challenging activities
<p>Summary of the main activities in relation to these objects</p>	<div style="border: 1px solid black; padding: 5px;"> <p>The Group's main function is to support the sections in achieving the aims of the Scout Association. Over the past year, the Group has been active in community events and traditional scouting activities, making it a fun-filled year. Highlights include successes in various district competitions and numerous sleepovers and camping trips.</p> <p>The Leadership teams have excelled, contributing to the Group's growth to around 154 young people across seven sections. Scouting within the Group relies entirely on volunteers. Membership fees cover running costs and do not restrict membership, ensuring inclusivity.</p> <p>The Group provides considerable public benefit, emphasizing that scouting helps young people develop their full potential with activities involving the wider community and the volunteers supporting our groups.</p> </div>
<p>Public benefit statement</p>	<div style="border: 1px solid black; padding: 5px;"> <p>The Group meets the Charity Commission's public benefit criteria under both the advancement of education and the advancement of citizenship or community development headings.</p> </div>

Section D	Achieven
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Summary of the main achievements of Over the past year, the Group has been active in community

the charity during the year

Over the past year, the Group has been active in community events and traditional scouting activities, making it a fun-filled year. Highlights include successes in various district competitions and numerous sleepovers and camping trips. The Leadership teams have excelled, contributing to the Group's growth to around 154 young people across seven sections. The Group provides considerable public benefit, emphasizing that scouting helps young people develop their full potential with activities involving the wider community and the volunteers supporting our groups.

Section E Financial

Brief statement of the charity's policy on reserves

Reserves Policy

The Group's policy on reserves is to hold sufficient resources to continue the charitable activities of the group should income and fundraising activities fall short. The Group Trustee Board considers that the group should hold a sum equivalent to 12 months running costs, circa £21,000.

Further financial review details (optional information)

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

Investment Policy (Specimen 1)

The Group's Income and Expenditure is very small and as a consequence 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 to the investment of its funds. All funds are held in cash using only mainstream banks or building societies or The Scout Association's Short Term Investment Service.

• the charity's principal sources of funds (including any fundraising);

The Group Trustee Board regularly monitors the levels of bank balances and the interest rates received to ensure the group obtains maximum value and income from its banking arrangements. Occasionally this may involve using an account that requires a period of notice before funds may be withdrawn, before doing so the Group Trustee Board considers the cash flow requirements.

• how expenditure has supported the key objectives of the charity;
• investment policy and objectives;

Investment Policy (Specimen 2)

The Group does not have sufficient funds to invest in longer term investments. The Group has therefore adopted a risk averse strategy to the investment of its funds. All funds are held in cash using only mainstream banks or building societies.

Section F Other Op

Plans for future periods (details of any significant activities planned to achieve them)

Section G Declarati

The trustees declare that the

Signed on behalf of the chari

Signature(s)

Full name(s)

Position (eg Secretary, Chair)

Date

Warminster Scout Group - Accounts for 2023-2024

Start of Year - 1st April 2023	
HSBC Community Account	£17,840.19
HSBC Money Manager	£0.32
Lloyds	£18,292.99
Opening Balance	£36,133.50

Income			Expenditure		
	Budget	Actual		Budget	Actual
Subscriptions	£11,876.50	£14,104.50	Maintenance	£3,000.00	£4,420.33
Donations	£500.00	£1,318.50	Rent / Storage		£0.00
Fundraising- Event 1	£500.00	£739.33	Scout Levy (2023-24)	£5,500.00	£7,161.00
Fundraising- Event 2	£500.00	£0.00	Heat / Light	£1,500.00	£1,837.13
Fundraising- Event 3	£500.00	£0.00	Water	£250.00	£146.40
Bank Interest	£5.00	£157.03	Insurances	£795.00	£1,185.94
Rental Income	£0.00	£0.00	Training	£100.00	£199.00
Activities & Events	£6,000.00	£10,297.13	Uniform	£650.00	£454.95
Gift Aid	£1,000.00	£3,915.11	Hut Lease		£0.00
Other	£0.00	£0.00	Equipment	£2,300.00	£367.80
			Fire / Safety Inspect	£400.00	£0.00
			Section Activities	£5,938.25	£11,667.89
			Camp costs	£1,000.00	£15,146.80
			Donations		£266.33
			AGM + Trustee exp	£250.00	£165.54
			Travel / Mileage	£500.00	£0.00
			Other	£700.00	£1,781.76
			Support Fund	£1,500.00	£19.99
			Subs bad debt 15%		£0.00
Sub-Total	£20,881.50	£30,531.60	Sub-Total	£24,383.25	£44,820.86
Income v Expenditure					-£14,289.26

End of Year - 31st March 2023	
Lloyds- Business Account	£3,995.42
Lloyds-Saving Account	£17,848.82
Closing bank balance	£21,844.24
Known Expenditure but not yet presented in 2023-24	
Cash at bank balance	£21,844.24
Spreadsheet checksum verification (should be zero)	£ -

Point of Interest

Notes on the accounts:
 Opening and closing balances on the bank accounts are taken from the bank statements

40 The Downlands
Warminster
Wiltshire
BA12 OBD

1st Warminster Scout Group
Greenland Hut,
25 Weymouth St
Warminster
BA12 9NP

15 Jun 24

Dear Russ and Mike,

INDEPENDENT EXAMINATION OF THE 1ST WARMINSTERS SCOUT GROUP ACCOUNT

I have scrutinised the 1st Warminster Scout Group account for the year ending 31 March 2024.

I confirmed opening and closing balances before agreeing the income and expenditure account presented. I discussed the operation of the account with the Treasurer by way of compliance testing. Thereafter I undertook substantive testing by examining a small sample of income and expenditure items, the supporting documentation and then reconciled payments and receipts to bank statements. I then examined the petty cash books but was not able to verify the cash balances held. I noted that except for petty cash items all requests for payment are scrutinised by 2 officials before payment is made. Finally, I discussed with the Treasurer the system used to maintain subscriptions, how gift aid is claimed and the reconciliation of the subscription account to both the group and sections together with the actions taken when children leave the Group without settling subscriptions in full. My examination was restricted to the books of account and excluded other Group assets such as property.

My examination was limited to the books of account confirming monetary assets. I did not confirm the existence or value of the Group's other assets or property.

I offer 3 observations:

- **Petty Cash.** There are 2 floats issued, one to a Cub Pack the other to a Beaver Colony. Neither has a high volume of activity. Due to the accounting processes petty cash expenditure is not ascribed to a specific purpose. This means, for example, that claims for mileage fall to the Section and not the Group.
- **Gift Aid.** The Treasurer is to be applauded for their effort to maximise the amount the Group reclaims from HMRC. I suggest that the importance of this funding stream is highlighted when possible, especially when a child joins the Group.
- **Minor discrepancy.** One minor observation was raised on a transaction relating to the reconciliation of a camp float that the Treasurer has undertaken to investigate.

During the examination I did not detect spot any matters of concern and in my opinion the accounts are in accordance with the records produced to me and comply with the constitution.

You sincerely

Donald

Donald Watt MBE FCMA

Scrutineer's Report to the Trustees of the 1st Warminster Scout Group

I report on the accounts of the Group for the year ended 31 Mar 24

Respective responsibilities of Trustees and Scrutineer

As the Group's trustees you are responsible for the preparation of the accounts; you consider that neither the audit nor independent examination requirements of the Charities Act 2011 apply. It is my responsibility without carrying out an audit or independent examination to scrutinise the accounts and to report to you.

Basis of Scrutineer's Statement

In accordance with the directions given in the Group's/District's constitution, I have scrutinised the records and the accounts presented to me.

Scrutineer's Statement

In my opinion the accounts are in accordance with the records produced to me and comply with the constitution.

Donald Watt MBE FCMA

40 The Downlands
Warminster
BA12 0BD

15 Jun 2014

WARMINSTER SCOUT GROUP

England & Wales - Charity number 292471

Accounts

Warminster Scout Group

ANNUAL ACCOUNTS

for the year ending

31st March 2023

Charity Number

Trustees' Annual Report for the year to 31 March 2023

Section A Objectives and activities

<p>Summary of the objects of the charity as set out in its governing document</p>	<p>The objectives of the group is as a unit of the Scout Association.</p> <p>The purpose of scouting Scouting exists to actively engage and support young people in their personal development, empowering them to make a positive contribution to society.</p>
<p>Summary of the main activities in relation to these objects</p>	<p>The Group main function is to support the sections in achieving the aims of the Scout Association. As a Group the main activities during the last twelve months have been in supporting the community with our involvement in a number of events in the town. This along with traditional scouting activities an events across the sections has provided a wide ranging, fun filled year.</p> <p>Highlights being, success in the District Archery and Rifle Shooting, first place in the District Cub Scrapheap challenge, first place in the District Scouts Backwoods cooking, Beaver ready steady cook, and numerous sleepovers and camps held in the last twelve months, including 34 young people enjoying an activity camp in Cornwall (our biggest ever camp at section level).</p> <p>The Leadership teams have excelled yet again in providing a full programme, highlighting the continued growth of the Group to c.152 young people across seven sections.</p> <p>The Provision of Scouting within the Group is totally dependent on the contribution made by volunteers.</p>
<p>Public Benefit</p>	<p>The Trustees have paid due regard to the Charity Commission guidance on Public Benefit on deciding what activities the charity should undertake.</p> <p>Membership subscriptions are charged to cover the immediate running costs of the Group and these do not unduly restrict membership. The Group follows the principle that no one should be excluded because of their inability to pay membership subscriptions</p> <p>Two key principles demonstrate scouting's aims are for the public benefit are that through the scout method young people develop towards their full potential and there is a clear link between the benefits for young people and the purpose of scouting. The safety of young people is taken very seriously and the benefits scouting activities provide far outweigh the risks. Any private benefits from scouting are incidental, other than to those as beneficiary.</p>

Section B Achievements and performance

Summary of the main achievements of the charity during the year	<p>Over the past year, our organisation, serving of over 130 young people and their families, has been actively engaged in a wide range of activities that have not only provided leadership skills to young adults but also imparted environmental education and social responsibility to children. Our programmes are aimed at providing opportunities for young people and their families in our community, fostering personal growth, and instilling a sense of responsibility towards the environment.</p> <p>Leadership Development: Throughout the year, our scout group has focused on empowering young adults with essential leadership skills. We organized regular leadership training sessions, workshops, and team-building exercises to cultivate effective communication, decision-making, problem-solving, and collaboration abilities. These activities were designed to foster self-confidence, resilience, and a sense of responsibility among our members.</p> <p>Environmental Education: We recognize the importance of environmental education, and our scout group has made it a priority to raise awareness about environmental issues and inspire young people to become environmentally conscious citizens. We organized various initiatives such as nature walks, conservation projects, and workshops on sustainable practices. These activities aimed to educate children about the importance of protecting and preserving the natural world, promoting environmental stewardship within our community.</p> <p>Community Engagement: Each of our respective sections within our scout group has actively contributed to the betterment of our community by providing opportunities for young people and their families. We organized regular community service projects, such as volunteering at local foodbank, fundraising activities, and participating in community clean up. These initiatives fostered a sense of empathy, compassion, and social responsibility among our members, while also strengthening community bonds.</p> <p>Adventure and Outdoor Activities: To encourage personal growth and foster a love for the outdoors, groups have organized a variety of adventure and outdoor activities. These included camping trips, hiking, orienteering challenges, and outdoor skill-building. By immersing themselves in these activities, our members developed a greater understanding of effective teamwork, and self-reliance, while also gaining a deeper appreciation for nature.</p> <p>Cultural and Educational Experiences: Recognizing the importance of cultural understanding and lifelong learning, groups have</p>
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	<p>organized cultural field trips to local community theatre, and badge work on diverse topics. These experiences broadened our members' horizons, promoted inclusivity, and fostered a deep appreciation for different cultures and perspectives.</p> <p>In conclusion, our scout group has had a productive year filled with activities that have empowered young adults with leadership skills, provided environmental education to children, and offered opportunities for personal growth and community engagement. By focusing on these pillars, we have strived to create well-rounded individuals who are prepared to make a positive difference in their communities and protect the environment for future generations.</p>
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Section C Financial review

Policy on Reserves	<p>The Group policy on reserves is to hold sufficient resources to continue the charitable activities of the district should income and fundraising activities fall short. The Group Executive Committee considers that the group should hold a sum equivalent to 12 months running costs, approximately</p> <p>The Group held free reserves of approximately £30,000 against this at year-end</p>
Further financial review details	<p>The Group does not have sufficient funds to invest in longer term investments. The Group has therefore adopted a risk averse strategy to the investment of its funds. All funds are held in cash using only mainstream banks or building societies</p>

Section D Structure, governance and management

Type of governing document	<p>The Group 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</p>
How the charity is constituted	<p>The Group is a trust established under its rules which are common to all Scouts</p>
Trustee selection methods	<p>The Trustees are appointed in accordance with the Policy Organisation and Rules of The Scout Association</p>
Additional governance issues	<p>The Group is managed by the Group Executive Committee, the members of which are the "Charity Trustees" of the Scout Group that 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 applicable</p>

	<p>The committee consist of 20 Independent members who meet 6 times a year</p> <p>Ex – officio - 14 Chairperson, Treasurer, Secretary, Group Scout Leader</p> <p>Nominated 0 Elected Members 5 NB nominated members cannot be a greater number than elected members</p>
	<p>This Group Executive Committee exists to support the Group Leaders in meeting the responsibilities of their appointments and is responsible for:</p> <p>The maintenance of Group property; The raising of funds and the administration of Group finance; The insurance of persons, property and equipment Group public occasions; Assisting in the recruitment of leaders and other adult support; Appointing any sub committees that may be required; Appointing Group Administrators and Advisors other than those who are elected.</p>
	<p>The Group has in place systems of internal controls 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 insurable risks are covered</p>

Section E Reference and administration details

Charity Name	Warminster Scout Group
Charity Number	292471
Charity's principal address	3 Ruskin Drive, Warminster, BA12 8HS

Names of the charity trustees who manage the charity

	Trustee Name	Office	Dates acted if not for whole year
	Ex Officio		
1	Mike Beckley	Chairperson	From July 2022
2	Michelle Meadow	Secretary	
3	Wendy Neate	Treasurer	
4	Russell Cane	Group Scout Leader	
5	Nigel Hodges	Beaver Leader	
6	Elizabeth Williams	Beaver Leader	
	Stef Hodson	Beaver Leader	
	Maxine Severn	Beaver Leader	
	Pam Blair	Cub Leader	
	Ellie Neate	Cub Leader	
	Alan Meadow	Scout Leader	
	Adam Turvey	Scout Leader	
	Denise White	Scout Leader	
	Duncan Brown	Scout Leader	
	Elected Members		
	Pete Owen		

	Peter Wellstead		
	James Church	Parent	
	Beck Murphy	Group Communications	
	Joan Davies	Cub Leader	

Name and address of advisor

Type of advisor	Name	Address
Independent Examiner	Paul Hedley	

Section G Declaration

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

Signed on behalf of the charity's trustees

Signature	
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Full name	Michelle Meadow
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Position held	Group Secretary
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Date	26/6/2023
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Insert Scrutineer's Report or Independent Examiner's Report here, fully signed.

Warminster Scout Group - Accounts for 2022-23

Start of Year - 1st April 2022					
HSBC Community Account					£17,527.82
HSBC Money Manager					£21,263.73
Opening Balance					£ 38,791.55
Income			Expenditure		
Budget		Actual	Budget		Actual
Subscriptions	£11,876.50	£13,159.00	Maintenance	£3,000.00	£4,524.96
Donations	£500.00	£250.00	Rent / Storage		£68.00
Fundraising- Event 1	£500.00	£1,607.60	Scout Levy (2019-20)	£5,500.00	£6,319.00
Fundraising- Event 2	£500.00	£104.00	Heat / Light	£1,500.00	£1,854.24
Fundraising- Event 3	£500.00	£0.00	Water	£250.00	£98.84
Bank Interest	£5.00	£26.30	Insurances	£795.00	£978.29
Rental Income	£0.00	£0.00	Training	£100.00	£100.00
Activities & Events	£6,000.00	£18,764.25	Uniform	£650.00	£582.56
Gift Aid	£1,000.00	£0.00	Hut Lease		£0.00
Other	£0.00	£1,454.61	Equipment	£2,300.00	£3,004.26
			Fire / Safety Inspect	£400.00	£0.00
			Section Activities	£5,938.25	£11,137.66
			Camp costs	£1,000.00	£5,478.64
			Donations		£0.00
			AGM + Trustee exp	£250.00	£66.26
			Travel / Mileage	£500.00	£88.50
			Other	£700.00	£3,512.81
			Support Fund	£1,500.00	£0.00
			Subs bad debt 15%		£0.00
Sub-Total	£20,881.50	£35,365.76	Sub-Total	£24,383.25	£37,814.02
Income v Expenditure					-£2,658.05
End of Year - 31st March 2023					
HSBC Community Account					£17,840.19
HSBC Money Manager (Savings)					£0.32
Lloyds					£18,292.99
Closing bank balance					£36,133.50
Cheques written but not yet presented in 2022-23					
Cash at bank balance					£36,133.50
Spreadsheet checksum verification (should be zero)					£ -

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Income			Expenditure		
	Budget	Actual		Budget	Actual
Subscriptions	£11,876.50	£13,159.00	Maintenance	£3,000.00	£4,524.96
Donations	£500.00	£354.00	Rent / Storage		£68.00
Fundraising- Event 1	£500.00	£1,607.60	Scout Levy (2019-20)	£5,500.00	£6,319.00
Fundraising- Event 2	£500.00	£0.00	Heat / Light	£1,500.00	£1,854.24
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Point of Interest	
Scout Levy amount is for previous year payment (cheque is written end March but presented in April). Scout Levy for current year is shown on Year End District Accounts	

Notes on the accounts:

Opening and closing balances on the bank accounts are taken from the bank statements

Details of Income and Expenditure are tracked via category codes - shown over

Income Categories

There are 15 categories of income in use in the accounts, covering the following areas. All income is attributed to one of the categories when it is entered into the accounts

Subscriptions		Comprises subscriptions paid for I-005 Beavers, I-006 Cubs, I-007 Scouts, I-008 Explorers, I-009 Leaders, I-010 Others
Donations		Comprises donations given I-011 for general donations, and I-012 for task specific donations (such as roof repair)
Fundraising		Comprises money raised from specific fund raising events, I-002, I-003, I-004.
Bank Interest		Comprises money received in bank account interest, I-001
Rental Income		Comprises money received from rental or lettings, I-015
Activities and Events		Comprises contributions received towards additional activities, I-016
Gift Aid		Comprises money received from reclaiming Gift Aid, I-013
Other		Comprises money received from non specific other areas, I-014

Expenditure Categories

There are 24 categories of expenditure in use in the accounts, covering the following areas. All expenditure is attributed to one of the categories when it is entered into the accounts

Maintenance		Comprises money paid for general maintenance, E-003
St Georges		Comprises money paid towards Warminster hosting St George's parade 2019 E-004
Rent / Storage		Money paid for rental or storage costs, E-012
Scout Levy		Money paid to the Scout Association, E-023 based on the number of members in the group at census time
Heat / Light		Costs for heating and lighting, E-009
Water		Cost for water and sewerage, E010
Insurances		Cost of building insurance, E-006, Contents Insurance, E-007, and Public Liability, E-008
Training		Costs for Leader training, E-014 and Other training, E-015
Uniform		Uniform and badge purchase costs, E-016
Lease		Lease cost for the scout hut, E-011
Equipment		Cost for equipment replacement, E-018
Fire Safety		Fire and Safety inspections for hut, E-005
Subs to Sections		Each section is returned a portion of the subscriptions. This is Beavers - E-019, Cubs - E-020, Scouts - E-021, Explorers - E-022
Camp Costs		Group contribution towards annual camp costs, E-001

Donations		Any outgoing donations, E-002
AGM + Trustee		Costs associated with AGM and trustee expenses, E-013
Other		Other costs - Advertising, E-017, and Miscellaneous items, E-024
Travel / Mileage		Mileage costs on Scout business - E-026
Hardship		This is a budget set-aside which can be used for subscriptions payments if a parent / carer is facing financial hardship, E-025

Note: Sub-Total for Expenditure does not include 'Support fund' as this is a purely internal transfer of funds from Group <-> Section and the receipt / payment is covered within other categories

-2448.26

Dr Paul Hedley

34 Glebe Road, Didcot, OX11 8PN | 01235 811914 | paulshedley@gmail.com

Date **23 June 2023**

Warminster Scout Group Wiltshire

To Whom it May Concern

I have scrutinised both the 2021-22 and 2022-23 Accounts for this Scout Group, checking Opening and Closing Balances, Profit & Loss figures, and accounting records, and checking small samples of income and expenditure items against both records and bank statements.

In my work, I have not seen any concerning evidence, and find the accounts to be satisfactory.

A slightly more detailed report has been passed to the individual responsible for accounting maintenance.

Sincerely,

A handwritten signature in black ink, consisting of a large, stylized 'P' followed by a horizontal line extending to the right.

Paul Hedley

Independent examination of accounts of Warminster Scout Group

Paul Hedley – 23/6/23

Financial Year 2021-22

1. Establish the opening and closing balances.

HSBC Money Manager account. Opening and Closing balances reconciled with HSBC statement.

HSBC Community account. Opening and Closing balances reconciled with HSBC statement.

2. Check paperwork supporting income (e.g. the group's invoices, letters or emails confirming grants, and copies of receipts issued by the treasurer).

Income Sample

15/5/22	Cash income from fundraise - £810	reconciled to HSBC
28/2/22	Cheques paid in for Monopoly run - £240	reconciled to HSBC
20/8/21	Legacy donation - £2000	reconciled to HSBC

Difficult to reconcile subscription income without details of fees and numbers.

Expenditure sample

20/3/22	NFU Mutual insurance – cheque £733.70	reconciled to HSBC
15/9/21	Cheque – float – 101019 - £16	reconciled to HSBC
1/5/21	Opus energy - £113.62	reconciled to HSBC
1/12/21	Cheque – Caving - £176	reconciled to HSBC
11/2/22	Cheque – World Jamboree - £600	reconciled to HSBC

No concerning evidence visible.

P&L figures marry across detail records.

Accounts are Satisfactory.

Financial Year 2022-23

1. Establish the opening and closing balances.

Lloyds account opened during year. Closing balance reconciled with Lloyds statement. Transfer of funds also traced in records.

HSBC Community account. Opening and Closing balances reconciled with HSBC statement.

HSBC Money Manager. Opening balance does not match amount stated in the account - £30 discrepancy. Closing balance reconciled.

2. Check paperwork supporting income (e.g. the group's invoices, letters or emails confirming grants, and copies of receipts issued by the treasurer).

Income sample

30/1/23	Donation from Westerleigh Group £500	verified to Lloyds BACS statements
23/6/22	Insurance claim from NFU Mutual £1454.61	Verified to HSBC Statement
10/10/22	Parent contributions for Scout Dev Camp £110 + £40	verified to Lloyds statement

Day to day income very difficult to verify from spreadsheet to form to bank as paying in slips and collations of income into income transactions at the bank were not provided, and income forms rarely have a cheque number or banking date. Without subscription records/numbers, and with most paying by BACS, it is impossible to reconcile subscription income to the bank.

Expenditure sample

20/3/23	Census	£6319	verified to Lloyds BACS payment
7/2/23	Monopoly Run live	£244.40	verified to Lloyds BACS payment
22/2/23	DK Groundwords	£765	verified to Lloyds BACS payment
5/1/23	Denise White	£649.83	verified to Lloyds BACS payment
29/11/23	Matravers School	£96.60	verified to Lloyds BACS payment
2/9/22	Graham Dopheide	£226.98	verified to Lloyds BACS payment
9/6/22	M Severne	£56.55	verified to Lloyds cheque payment
13/6/22	R Cane	£136.84	verified to Lloyds cheque payment

No concerning evidence visible. All composite items/claims are supported by receipts, and where individual elements are claimed, supporting information/evidence is provided (e.g. specific mobile charges for premium rate calls).

P&L figures marry across detail records.

Accounts are satisfactory, though record keeping on income needs to improve to ensure figures are reconcilable.



Paul Hedley
23/6/23

WARMINSTER SCOUT GROUP

England & Wales - Charity number 292471

Accounts

Charity Commission Annual Return 2022

WARMINSTER SCOUT GROUP

Charity registration number: 292471

Most of the information you give in this form will become publicly available on the Register of Charities. Any field that the Charity Commission will not display will be clearly marked.

This document is a record of the information provided in the Annual Return 2022.

Financial period

Financial period start date

01/04/2021

Financial period end date

31/03/2022

Income and spending

Income £

£25,538

Spending £

£24,683

Serious Incidents

For the period of this return, were there any serious incidents in your charity that have not been reported to the Charity Commission?

No

Fundraising - professional fundraiser

Did your charity raise funds from the public?

No

Government contracts

During the financial period for this annual return, did the charity receive income from contracts (other than grant agreements) with central government or local authorities?

No

Government grants

During the financial period for this annual return, did the charity receive income from grants from central government or local authorities?

Yes

How many grants did your charity receive from central government or local authorities?

1

What was the total value of these grants?

£8,000

Income from outside the UK

Did your charity receive income from outside the UK ?

No

Spending outside England & Wales

Did your charity operate outside England and Wales?

No

Trading subsidiaries

Did the charity have any subsidiaries?

No

Trustee payments

Did any of the trustees receive any remuneration, payments or benefits from the charity other than refunds of legitimate trustee expenses?

No

Did any of the trustees resign and then take up employment with the charity?

No

Employees' salaries

**Did any of your charity's staff receive total employee benefits of £60,000 or more?
Select No if your charity does not have any staff , or does not pay any staff.**

No

For your highest paid member of staff only, what was the total value of their employee benefits?

(For example if your highest paid member of staff received £35,000 enter 35000). If you do not have any staff or did not pay any staff, enter 0 (zero)

£0

Volunteers

How many UK volunteers, excluding trustees, did the charity have during the financial period?

17

Financial controls

Did your charity review its internal financial controls?

Yes

Safeguarding

Has the charity obtained a standard, enhanced or enhanced with barred lists DBS check on all trustees, employees and volunteers who are in roles that are eligible for these checks?

Select Yes if there are no trustees, employees or volunteers in roles that are eligible for these types of DBS checks.

Yes

Privacy statement

Any information you give us will be held securely and processed only in accordance with the rule on data protection. We will not disclose your personal details to anyone unconnected to the Charity Commission unless:

- you have consented to their release; or
- we are legally obliged to disclose them; or
- we regard disclosure as either (a) necessary so that we can properly carry out our statutory functions or (b) necessary in the public interest.

We may share and disclose information about you with relevant public authorities, regulatory bodies and agencies, outside the Charity Commission but only if:

- we can lawfully do so; and
- we decide that disclosure is necessary for national security, crime detection, prevention, and law enforcement, or other issues in the public interest

Information we collect about you

We will use this information:

To enable us to carry out our statutory functions and duties;

This will include the following actions:

(a) update, consolidate, and improve the accuracy of our records;

(b) undertake crime detection and prevention and law enforcement and assist the third parties specified above to investigate or prevent crime and carry out law enforcement;

(c) data analysis, testing, research, statistical and survey purposes

Information we receive from other sources.

Information we receive from other sources

We may combine this information with information you give to us and information we collect about you.

We may use this information and the combined information for the purposes set out above (depending on the types of information we receive).

We will ensure that any such disclosure and use is proportionate; considers your right to respect for your private life; and is done fairly and lawfully in accordance with the data protection principles of the Data Protection Act.

The Data Protection Act 1998 regulates the use of 'personal data', which is essentially any information, however stored, about identifiable living individuals.

As a 'data controller' under the Act, the Charity Commission must comply with it. Any changes we may make to our privacy statement in the future will be set out in the replacement version of this form.

Please check back frequently to see any updates or changes to our privacy policy.

Declaration

Your role at the charity (select one):

Trustee

Given names

Michelle

Family name

Meadow

Telephone number

01985215293

Email

secretary@warminsterscoutgroup.onmicrosoft.com

Date submitted

01/03/2023

It is a criminal offence under section 60 of the Charities Act 2011 for anyone to knowingly or recklessly provide false or misleading information to the commission; this includes suppressing, concealing or destroying documents.

Warminster Scout Group - Accounts for 2021-22

Start of Year - 1st April 2021					
HSBC Community Account					£ 15,469.08
HSBC Money Manager					£ 21,231.23
Opening Balance					£ 36,700.31
Income			Expenditure		
	Budget	Actual		Budget	Actual
Subscriptions	£13,668.00	£11,877.00	Maintenance	£2,500.00	£316.00
Donations	£500.00	£2,575.00	Rent / Storage	£0.00	£0.00
Fundraising- Event 1	£700.00	£0.00	Scout Levy (2019-20)	£5,300.00	£10,788.00
Fundraising- Event 2	£200.00	£0.00	Heat / Light	£900.00	£822.37
Fundraising- Event 3	£0.00	£0.00	Water	£195.00	£184.50
Bank Interest	£2.00	£2.50	Insurances	£465.00	£775.70
Rental Income	£0.00	£0.00	Training	£100.00	£0.00
Activities & Events	£6,000.00	£3,127.00	Uniform	£650.00	£338.84
Gift Aid	£650.00	£957.37	Hut Lease	£0.00	£0.00
Other	£0.00	£8,000.00	Equipment	£2,300.00	£73.48
			Fire / Safety Inspect	£400.00	£0.00
			Section Activities	£16,834.00	£5,836.98
			Camp costs	£200.00	£2,568.11
			Donations	£100.00	£0.00
			AGM + Trustee exp	£250.00	£381.51
			Travel / Mileage	£450.00	£0.00
			Other	£570.00	£1,397.99
			Support Fund	£1,500.00	£1,200.00
			Subs bad debt 15%	£1,025.10	£0.00
Sub-Total	£21,720.00	£26,538.87	Sub-Total	£33,739.10	£24,683.48
Income v Expenditure					£1,855.39
End of Year - 31st March 2022					
HSBC Community Account					£17,527.82
HSBC Money Manager (Savings)					£21,233.73
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Cheques written but not yet presented in 2021-22					£205.85
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Dr Paul Hedley

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Date **23 June 2023**

Warminster Scout Group Wiltshire

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Independent examination of accounts of Warminster Scout Group

Paul Hedley – 23/6/23

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1/5/21	Opus energy - £113.62	reconciled to HSBC
1/12/21	Cheque – Caving - £176	reconciled to HSBC
11/2/22	Cheque – World Jamboree - £600	reconciled to HSBC

No concerning evidence visible.

P&L figures marry across detail records.

Accounts are Satisfactory.

Financial Year 2022-23

1. Establish the opening and closing balances.

Lloyds account opened during year. Closing balance reconciled with Lloyds statement. Transfer of funds also traced in records.

HSBC Community account. Opening and Closing balances reconciled with HSBC statement.

HSBC Money Manager. Opening balance does not match amount stated in the account - £30 discrepancy. Closing balance reconciled.

2. Check paperwork supporting income (e.g. the group's invoices, letters or emails confirming grants, and copies of receipts issued by the treasurer).

Income sample

30/1/23	Donation from Westerleigh Group £500	verified to Lloyds BACS statements
23/6/22	Insurance claim from NFU Mutual £1454.61	Verified to HSBC Statement
10/10/22	Parent contributions for Scout Dev Camp £110 + £40	verified to Lloyds statement

Day to day income very difficult to verify from spreadsheet to form to bank as paying in slips and collations of income into income transactions at the bank were not provided, and income forms rarely have a cheque number or banking date. Without subscription records/numbers, and with most paying by BACS, it is impossible to reconcile subscription income to the bank.

Expenditure sample

20/3/23	Census	£6319	verified to Lloyds BACS payment
7/2/23	Monopoly Run live	£244.40	verified to Lloyds BACS payment
22/2/23	DK Groundwords	£765	verified to Lloyds BACS payment
5/1/23	Denise White	£649.83	verified to Lloyds BACS payment
29/11/23	Matravers School	£96.60	verified to Lloyds BACS payment
2/9/22	Graham Dopheide	£226.98	verified to Lloyds BACS payment
9/6/22	M Severne	£56.55	verified to Lloyds cheque payment
13/6/22	R Cane	£136.84	verified to Lloyds cheque payment

No concerning evidence visible. All composite items/claims are supported by receipts, and where individual elements are claimed, supporting information/evidence is provided (e.g. specific mobile charges for premium rate calls).

P&L figures marry across detail records.

Accounts are satisfactory, though record keeping on income needs to improve to ensure figures are reconcilable.



Paul Hedley
23/6/23