



# Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	1st	April	2020		31st	March	2021

## Section A Reference and administration details

**Charity name** 89<sup>th</sup> Reading (Milestone Wood) Scout Group

**Other names charity is known by** "The 89<sup>th</sup>"

**Registered charity number (if any)** 294486

**Charity's principal address** Jefferson Close

Emmer Green

Reading

**Postcode**

RG4 8US

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

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Robin Kent	Chair		
2	Jane Armitage	Secretary		
3	Roy Gordon	Treasurer		
4	Bradley Burrell			
5	Richard Gundry			
6	Joanne Wilkinson			
7	Luke Dixon			
8	Paul Haigh			
9	Julian Rae			
10	Joy Blount			
11	John Wright			
12	Georgina Howell			
13	Colin Blount			
14	Robin Dryden			
15	Natalie McCabe			
16				
17				
18				
19				
20				

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

Name	Dates acted if not for whole year
N/A	

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

Type of adviser	Name	Address
N/A		

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

N/A

## Section B Structure, governance and management

### Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	ROYAL CHARTER 4TH JANUARY 1912
How the charity is constituted (eg. trust, association, company)	Association
Trustee selection methods (eg. appointed by, elected by)	Appointed at the AGM

### Additional governance issues (Optional information)

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

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

Policy, Organisation and Rules (POR) lays down the structure of The Scout Association in the United Kingdom, the Channel Islands, the Isle of Man and Gibraltar. It defines information about training and management.  
<https://www.scouts.org.uk/por/introduction/>

Each Rule is distinguished by a Rule number, which references the Chapter in which it is located. Rules provide directives, which must be followed by all to whom the Rule is addressed.

Matters of policy, information and advice on good practice are generally unnumbered. Policies are authoritative statements of principle governing the work of the Scout Movement.

There are many opportunities for local decisions to be made under a wide range of headings. The devolution of authority to Counties, Districts and Groups is clearly indicated where appropriate.

The 89<sup>th</sup> has its own Operating Procedures and Risk Assessments to complement POR

All trustees complete The Scout Association 'Getting Started' training which includes a Trustee Introduction for Executive Committee members.

## Section C Objectives and activities

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

Scouting actively engages and supports young people in their personal development, empowering them to make a positive contribution to society. By 2025 we will have prepared more young people with skills for life supported by amazing leaders delivering an inspiring programme. We will be growing, more inclusive, shaped by young people and making a bigger impact in our communities.

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

Skills for Life is a strategy that supports and empowers both young people and volunteers. It's a strategy to bring communities together and contribute towards a better society.

Scouts helps children and young adults reach their full potential by developing skills including teamwork, leadership, initiative, planning, communication, and self-motivation. We are the UK's biggest mixed youth organisation offering 6 to 25-year-olds fun and challenging activities, unique experiences, everyday adventure and the chance to help others so we make a positive impact in communities.

The Founder of Scouting had a vision from which a Movement has grown, so that Scouting is found today in every corner of the land.

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

These skills for life are developed through participation in a programme, underpinned by our method, and delivered at the 89<sup>th</sup> in two Beaver Colonies, two Cub Packs, two Scout Troops, and an Explorer Unit run at the 89<sup>th</sup> by Reading Central District. We currently (December 2021) deliver Scouting to 169 young people a week.

The programme in each of these Sections is delivered by a volunteer Section Leadership Team working in partnership with the young people in their Section. Currently (December 2021) the Section Leadership Team consists of 24 adults and a further 36 adults support the Group in the work of the Sections and the Group Executive

The function of all the other volunteers within our Group is to support the delivery and quality of those programmes in each of our Sections.

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

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

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

The Covid pandemic has severely affected the way we have been able to deliver Scouting since March 2020 but we have done everything we can to continue to provide scouting activities whilst following Government and Scout Association rules and guidance.

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

The 89th could not deliver quality Scouting to so many young people every week if it wasn't for the dedication of our Leadership team which has a wide range of ages and experience.

It is impossible to name all of them but special mention should be made of John 'Rusty' Wright. Rusty has been at the 89th for over 20 years and on 1st February 2020 was awarded The Chief Scout's Award of Merit for his contribution to Scouting in General and the 89th in particular but the presentation was delayed because of the pandemic. Rusty is 80 years young!

Two more of our Leaders were awarded their 'Wood Badge' for completing all of their training and a number of leaders and other volunteers received 5 and 10 year service awards in 2020-21.

The Sections could not operate without the support of the Executive Team ensuring the financial security of the Group, providing administrative support and assessing risk and ensuring the safety of our young people and adults. We now have volunteers dedicated to delivering an effective IT system through the use of Office 365 and overseeing our safety/risk process.

The 89th would not have survived and thrived through the pandemic without the continued support of our parents and carers paying subscriptions and the financial management of our Treasurer Roy Gordon who quickly became an expert in understanding and applying for the available Government grants.

The pandemic also taught us the benefit of holding financial reserves and we have now developed a financial reserves policy to enable us to deal with any challenges the future might hold – both seen (such as equipment repair and maintenance) and the unseen (such as pandemics!).

Last but not least we could not deliver the Scouting we do without our amazing facilities. The remodelled building and grounds were opened in April 2014. They look as good today and that is testimony to the dedication and hard work of John Potter and his 'Branching Up' team of adults with learning difficulties who provide our cleaning and maintenance services twice a week.

We continue to invest in our facilities and exciting new activities have been added in 2021 which will be detailed in next years' report...

## Section E

## Financial review

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

The reserves policy is based on a risk management process which forms an integral part of the Group's planning. The reserves held and the risks associated with the projected income, expenditure, and activities, of the 89th will be reviewed on a regular basis by the Executive. The Trustees will seek to hold the minimum reserves required to deliver 'even better scouting for even more young people at the 89th' for the next five years on a rolling basis.

### Details of any funds materially in deficit

None

### Further financial review details (Optional information)

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

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

The principal source of funds for the 89th is via the monthly subscriptions paid by our Beavers, Cubs, Scouts and Explorers. The current subscription is £12 per month. During the pandemic when we could not deliver regular scouting, and in recognition of people's financial situation, this became a voluntary subscription. Over 100 parents and carers continued to pay regularly in varying amounts. Regular monthly subscriptions of £12 per month resumed in September 2021. Scouting is for all and the 89th confidentially supports those families that cannot afford the subscription so that their children can still enjoy and benefit from Scouting.

The 89th regularly lets out its premises and grounds to other organisations and Scout Groups. This usually provides an income of c£10,000 per annum but that was severely reduced in 2020-21. Regular booking resumed in September 2021 and we already have bookings for 2022.

The main fundraising activity for the 89th is the annual Scout Christmas Post but this was cancelled in 2020. It has resumed for 2021.

## Section F

## Other optional information

The 89th owns the freehold of our site. This is not in any doubt and the deeds are held by The Scout Association in trust for us. However, not all of our land is registered with the Land Registry. There have been changes and additions to our site over the years that are registered but the original area that the hut is built on is not as the land was acquired prior to the Land Registry being created. Progress has been delayed during lockdown but we are now looking in to how we can complete and consolidate the registration of all of our land with the Land Registry.

Following delays caused by the pandemic, The 89th Reading AGM for the year 2020-21 will be held on Sunday 16th January. This will enable us to complete all of the Charity Commission returns for that period by the deadline of 31st January 2022. In 2022, pandemic permitting, the AGM for the period 2021-22 will return to its usual position in June or July.

## Section G Declaration

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

Signed on behalf of the charity's trustees

<b>Signature(s)</b>		
<b>Full name(s)</b>	Robin Michael Kent	Roy Frederick Gordon
<b>Position</b>	Chair	Treasurer
<b>Date</b>	5 <sup>th</sup> December 2021	

# Scrutineer's report to the trustees

## Scrutineer's Report to the Trustees of the 89<sup>th</sup> Reading (Milestone Wood) Scout Council

I report on the accounts of the Group/District for the year ended 31<sup>st</sup> March 2021

### Respective responsibilities of Trustees and Scrutineer

As the Group's/District'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 set out on pages 1 to 3 attached

### Scrutineer's Statement

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

Name: Andrea Jones

Address: 1 Lambourne Gardens

Earley

Reading

RG6 7EG

Date: 8 December 2021

**89th Reading Scouts - Milestone Woods**

**Statement of Assets & Liabilities as at 31st March 2021**

	<b>2020/21</b>	<b>2019/20</b>
	<b>£</b>	<b>£</b>
<b>Fixed Assets</b>		
Premises	375,000	375,000
Camping Equipment and Premise Contents	20,000	20,000
Climbing Wall and Cave Entrance	95,000	95,000
Trailers	1,500	1500
	<u>491500</u>	<u>491500</u>
<b>Current Assets</b>		
Bank Accounts		
27869 Main account	39491	25912
28369 Vancouver	0	414
28370 Panther	0	464
28371 Lion	0	1230
28372 Knight	0	400
28373 Toronto	0	377
29268 Penguin	0	3308
29269 Founder	0	657
	<u>39491</u>	<u>32762</u>
	530991	524262
<b>Current Liabilities</b>		
Accruals	0	0
District Loan	0	0
Creditor Income in Advance	0	3309
	0	3309
<b>TOTAL ASSET VALUE AS AT 31st MARCH</b>	<u><u>530991</u></u>	<u><u>520953</u></u>
<b>Capital Account</b>		
Profit and Loss account brought forward	520953	512899
Net profit for the year	<u>10038</u>	<u>8054</u>
	530991	520953
Transferred to Capital Reserve	-5000	
Transferred to Revenue Reserve	<u>-13,100</u>	
Retained Profit	512891	520953
Capital Reserves Unrestricted	5000	
Revenue Reserves Unrestricted	13100	
Total funds	<u><u>530991</u></u>	<u><u>520953</u></u>

Notes to the Balance Sheet:

1. A decision was taken to set aside some of the retained profit as a unrestricted capital reserve for the future purchase of time expired assets, it is anticipated that £1000 per year will be added to this reserve.
2. It was also decided that there should be a contingency to be able to meet unforeseen costs or an unexpected decrease in income as an unrestricted revenue reserve.

Approved By The Scout Council and Signed on their behalf:

_____ Treasurer	Date: _____
_____ Chair	Date: _____



## 89th Reading Scouts - Receipts and Payments

### Receipts and Payments Summary for the Year Ending 31st March 2021

	2020/21 £	2019/20 £
<b>Income</b>		
Subscriptions Received	10181.00	19051.00
Donations and grants received	20351.00	0.00
Gift Aid	2741.00	3895.00
Hall/Site rental	1954.00	10510.00
Less Capitation paid	(8297.00)	0.00
<b>Total Income</b>	<u>26930.00</u>	<u>33456.00</u>
<b>Expenses</b>		
Activities Consumables	0.00	0.00
Activities Health and Safety	0.00	45.00
Activities Jamboree	0.00	900.00
Activities Other	0.00	100.00
Activities Unit Expenditure	1074.00	3616.00
Admin Bank Charges	440.00	60.00
Admin Insurances	872.00	867.00
Admin Other	188.00	157.00
Admin Stationery	23.00	37.00
Admin Website Costs	162.00	122.00
Premises Cleaning	0.00	2850.00
Premises Electricity	1396.00	2138.00
Premises Fire/Security	960.00	683.00
Premises First Aid/H & S	1198.00	133.00
Premises General Rates	0.00	312.00
Premises Water charges	597.00	668.00
Premises Repairs & Maintenance	8656.00	7252.00
Premises Telephone	162.00	318.00
Premises Waste Removal	326.00	670.00
Premises Badges	82.00	1474.00
Premises Equipment	756.00	3000.00
<b>Total Expenditure</b>	<u>16892.00</u>	<u>25402.00</u>
 <b>Net profit for the year</b>	 <u><b>10038.00</b></u>	 <u><b>8054.00</b></u>

Increase in First Aid /H&S is due to purchase of PPE in the year

**Unit Bank Accounts**

Now consolidated in to main Group account due to increasing bank charges

	Opening Balances B/F 01/04/2020	Camp cfwd	Bank Charges	Intra Group Transfers	Wings transactions	Expenses (Net Bankings/ Receipts)	Closing Balances C/F 31/03/2020
00028369 - Vancouver Beavers	414.40		53.00	-326.26		35.14	0.00
00028370 - Panther Cubs	463.65		53.00	-405.95		4.70	0.00
00028371 - Lion Cubs	1230.18		53.00	-1177.18			0.00
00028372 - Knight Scouts	399.88		53.00	-346.88			0.00
00028373 - Toronto Beavers	376.80		53.00	-245.83		77.97	0.00
00029268 - Penguin Explorers	3308.36		53.00	-3341.80	1590.00	28.56	0.00
					-1475.00		
00029269 - Founder Scouts	656.94		53.00	-716.94		-113.00	0.00
	<u>6,850.21</u>	<u>0.00</u>	<u>371.00</u>	<u>-6,560.84</u>	<u>115.00</u>	<u>33.37</u>	<u>0.00</u>



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