

## Trustees' Annual Report for the Year Ending 31<sup>st</sup> December 2021

### Reference and Administration Details

Charity Name: Eastcombe Scouts & Guides

Charity No: 297238

Charity's Principal Address: 23 Sibree Close, Bussage, Stroud, Glos, GL6 8DB

#### TRUSTEES: Ex-Officio - Appointment

Name	
CHAIRMAN .....	Vacant .....
SECRETARY .....	Vacant .....
TREASURER .....	Mr A. Dendy .....
GROUP SCOUT LEADER .....	Mr D Lodwig .....
GROUP GUIDE LEADER .....	Mrs S Dalby .....
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.....	.....

### Structure, Governance And Management

#### Description of the charity's trusts

The Group's governing documents are those of The Scout Association and The Guide Association. They consist of a Royal Charters, which in turn gives authority to the Bye Laws of the Associations and The Policy, Organisation and Rules of The Scout Association and The Guiding Manual.

The Group is a trust established under its rules that are defined in its constitution.

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

The Group Executive Committee, the members of which are the 'Charity Trustees' of the Scout & Guide Group, which is an educational charity, manages the Group. 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.

This Group Executive Committee exists to support the Group Scout Leader and the Group Guide Leader in meeting the responsibilities of their appointments and is responsible for:



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.

### Risk and Internal Control

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.

### Objectives and Activities

The objectives of the group are as for units of The Scout Association and The Guide Association.

The Aim of The Group is to promote the development of young people in achieving their full physical, intellectual, social and spiritual potentials, as individuals, as responsible citizens and as members of their local national and international communities. The method of achieving the Aims of the Associations is by providing an enjoyable and attractive scheme of progressive training, based on the Scout and Guide Promises and Laws and guided by adult leadership.

The Group continues to attract a high number of youth members and all sections are running close to capacity or have a waiting list.

### 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.

### Achievements and Performance

The Group has maintained and improved the facilities provided for the use of the sections but could benefit from greater participation of parents in the running of sections and the support of the executive committee. Due to the Covid pandemic some sections started the up again with on line meetings and changed initially to out door in person meetings and eventually to normal meeting with observance of social distancing and sanitary precautions. Unfortunately the Eastcombe Guide section did not survive the challenging environment for holding meetings of what ever type and is currently suspended. The pandemic caused cessation of hall hire by regular hirers and private functions until the middle of the year limiting income from these sources.

The Group Annual General Meeting was held on line via Google Meet on 22<sup>nd</sup> November 2021 at which the Section Reports were received and the Parents Support Committee Accounts for 2020 were adopted. The Group's Trustees with the exception of the Chair and Secretary were reappointed at the meeting. The Chair and Secretary's post remains vacant while volunteers are identified.



## **Financial Review**

### **Financial Performance**

The accounts have been drawn up on the receipts and payments basis, which is consistent with the previous year and show a surplus on the year of £13454.03. The Groups assets of £43542.83 at the year end have been increased significantly due to receipt of Local Restriction Support Grants and is considered acceptable.

### **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 Executive Committee considers that "The Group" should hold a sum equivalent to 6 months running costs, circa £11000.

The Group held cash assets of approximately £43542.83 against this at year-end. This is above the level required for operating expenses and is due to receipt of Local Restriction Support Grants. The Group will consider how to deal with this surplus of funds now that normal operation of the Group has largely recommenced. However this amount includes £3658.75 ear marked for support of all members of the Group to assist with the cost of attending Jamborees, Special Camps, Expeditions and other events or activities. As always there is some excess over the desired reserves due to the accumulation of funds during the year to service the payment of Capitation fees early in the following calendar year.




### **Investment Policy**

The Group does not have sufficient funds to invest in longer-term investments. The Group has therefore adopted a risk adverse strategy to the investment of its funds. All funds are held in cash using only mainstream banks, building societies or The Scout Association Charity Deposit Account.

## **Declaration**

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

Signed on behalf of the charity's trustees on 12/09/2022

Signatures			
Full names	David James Lodwig	Sarah Louise Dalby	Anthony Charles Dendy
Position	Group Scout Leader	Group Guide Leader	Treasurer

# Eastcombe Scouts & Guides Group

## Receipts and Payments Account

Year start date

Year end date

For the year from	01/01/2021	To	31/12/2021
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### Receipts and payments

	2021	2020
	Unrestricted funds	Unrestricted funds
	£	£
<b>Receipts</b>		
<b>Donations, legacies and similar income</b>		
Membership subscriptions	6,765.29	4,315.00
Less: Membership subscriptions paid on (National/County/Area/District)	3,785.20	4,748.00
Net membership subscriptions retained	2,980.09	433.00
Donations	10.00	103.00
Gift Aid	895.20	2,355.25
Capitation Refunds from Group	1,450.80	
Group Membership Fees(Received by Group)		48.00
<b>Sub total</b>	<b>5,336.09</b>	<b>2,073.25</b>
<b>Grants</b>		
Maintenance grant		-
Other grants	18,836.21	12,035.00
<b>Sub total</b>	<b>18,836.21</b>	<b>12,035.00</b>
<b>Activities</b>		
Outings	12.00	
Camps		2,712.00
General	385.54	627.00
<b>Sub total</b>	<b>397.54</b>	<b>3,339.00</b>
<b>Fundraising (gross)</b>		
Cotswold Railway Show (Net)		
Other fundraising activities		50.00
<b>Sub total</b>	<b>-</b>	<b>50.00</b>
<b>Sundry Receipts</b>		
Badge, Handbooks etc	304.00	56.00
Miscellaneous	171.40	1,173.89
<b>Sub total</b>	<b>475.40</b>	<b>1,229.89</b>
<b>Investment income</b>		
Bank & Building Society interest		
The Scout Association Charity Deposit Account	71.49	33.93
Hall Hire income	4,500.50	2,500.50
Other investment income	-	-
<b>Sub total</b>	<b>4,571.99</b>	<b>2,534.43</b>
<b>Total Gross Income</b>	<b>29,617.23</b>	<b>21,261.57</b>
<b>Asset and investment sales, etc.</b>	-	-
<b>Total receipts</b>	<b>29,617.23</b>	<b>21,261.57</b>
	<b>2021</b>	<b>2020</b>



	Unrestricted funds	Unrestricted funds
	£	£
<b>Payments</b>		
<b>Premises</b>		
Telephone & Broadband	272.73	386.84
Water and Sewerage	72.58	64.19
Electricity and Gas	1,086.00	878.06
Insurance	1,855.44	1,763.09
Maintenance Repairs and Renewals	4,651.16	2,261.04
Improvements		917.41
Rent	-	-
<b>Sub total</b>	<b>7,937.91</b>	<b>6,270.63</b>
<b>Grants</b>		
Grants	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>
<b>Activities</b>		
General	2,214.49	1,576.62
Camps	-	2,705.00
Outings	240.00	-
Equipment Consumables & Capital	1,824.02	1,609.53
Purchase of Badges	1,435.12	632.59
Hall Hire		
<b>Sub total</b>	<b>5,713.63</b>	<b>6,523.74</b>
<b>Sundry Payments</b>		
Group Membership Fees(Paid by Sections to Group)		48.00
Administration & Establishment Expenses		
Capitation Refunds to Sections	1,897.20	
Training	20.00	-
Miscellaneous Payments	594.46	1,429.28
<b>Sub total</b>	<b>2,511.66</b>	<b>1,477.28</b>
<b>Fundraising expenses</b>		
Other fundraising costs		72.00
<b>Sub total</b>	<b>-</b>	<b>72.00</b>
<b>Total Gross Expenditure</b>	<b>16,163.20</b>	<b>14,343.65</b>
<b>Asset and investment purchases, etc.</b>		
<b>Total payments</b>	<b>16,163.20</b>	<b>14,343.65</b>
<b>Net of receipts/(payments)</b>	<b>13454.03</b>	<b>6917.92</b>
<b>Cash funds last year end</b>	<b>30,088.80</b>	<b>23170.88</b>
<b>Cash funds this year end</b>	<b>43,542.83</b>	<b>30,088.80</b>

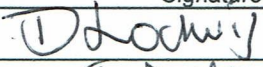
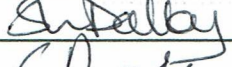



# Statement of assets and liabilities at the end of the year

	31st Dec 2021 Unrestricted funds £	31st Dec 2020 Unrestricted funds £
<b>Cash funds</b>		
Bank current accounts	16,386.30	10,638.65
Bank deposit accounts	-	-
Building society accounts	-	-
The Scout Association Short Term Investment Service	27,586.62	19,586.62
Cash/Floats	16.31	8.53
<b>Total cash funds</b>	<b>43,989.23</b>	<b>30,233.80</b>
<b>Other monetary assets</b>		
Tax claim	-	-
Debts due from the County/Area/District/Group	-	-
Insurance claim	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>
<b>Investment assets</b>		
Investment property - detail	-	-
Quoted investments	-	-
Other investments - detail	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>
<b>Non monetary assets for charity's own use</b>		
Badge stock	-	-
Shop stock	-	-
Other stock	-	-
Land and buildings	-	-
Motor vehicles	-	-
Scouting equipment, furniture etc	6,000.00	6,000.00
Other	-	-
<b>Sub total</b>	<b>6,000.00</b>	<b>6,000.00</b>
<b>Liabilities</b>		
Accounts not yet paid	446.40	145.00
Expenses incurred but not invoiced	-	-
Subscriptions not yet paid	-	-
Loan - detail	-	-
Other liabilities	-	-
<b>Sub total</b>	<b>-446.40</b>	<b>-145.00</b>
<b>Total Net Assets</b>	<b>£43,542.83</b>	<b>£30,088.80</b>

Contingent liabilities and future obligations: None

The above receipts and payments account and statement of assets and liabilities were approved by the Trustees on 12 September 2022 and signed on their behalf by

Signature	Print Name	
	D J Lodwig	Group Scout Leader
	S L Dalby	Group Guide Leader
	A C Dendy	Treasurer



## Independent Examiner's Report to the Trustees of the EASTCOMBE SCOUTS AND GUIDES GROUP

I report on the accounts of the Group for the year ended 31<sup>ST</sup> December 2021, which comprise the Receipts and Payments Account, the Statement of Assets and Liabilities and related notes.

This report is made solely to the trustees in accordance with Sections 145 of the Charities Act 2011. My work has been undertaken so that I might state to the charity's trustees those matters I am required to state to them in an Independent Examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the charity and the charity's trustees for my examination work.

### Respective Responsibilities of Trustees and Examiner

The Group's trustees are responsible for the preparation of the accounts. They consider that an audit is not required for this year (under Section 144 of the Charities Act 2011 (the Charities Act)) and that an independent examination is needed.

It is my responsibility to:

- Examine the accounts (under Section 145 the Charities Act);
- To follow the procedures laid down in the General Directions given by the Charity Commissioners (under Section 145 (5) (b) of the Charities Act); and
- To state whether particular matters have come to my attention.

### Basis of Independent Examiner's report

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the Group and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

### Independent Examiner's statement

In connection with my examination, no matter has come to my attention:

1. Which gives me reasonable cause to believe that in any material respect the requirements
  - to keep accounting records in accordance with Section 130 of the Charities Act ;and
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 1993 Acthave not been met; or
2. To which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Name: CHRISTOPHER JOHN BOURNE

Qualification: CHARTERED ACCOUNTANT (ICAEW)

Address: GRIFFITH MANSION

BEAUMONT HOUSE 172 SOUTHGATE STREET GLOUCESTER GL1 2EZ

Date: 31 OCTOBER 2022