



Trustees' Annual Report for the period

Period start date		Period end date	
From	06 April 2021	To	05 April 2022

Section A Reference and administration details

Charity name

1st HARWELL (ST. MATTHEW'S) SCOUT GROUP

Other names charity is known by

Registered charity number (if any)

300497

Charity's principal address

1st Harwell Scout Group

Westfield

Harwell, Oxfordshire

Postcode

OX11 0LG

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	BRIAN ZIMMERMAN	GROUP SCOUT LEADER		1 st Harwell (St. Matthew's) Scout Group Executive Committee
2	JONATHAN MOBEY	ASSISTANT GROUP SCOUT LEADER		1 st Harwell (St. Matthew's) Scout Group Executive Committee
3				
4				

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

Name	Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

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

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Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Unincorporated Trust Deed – 1969
How the charity is constituted (eg. trust, association, company)	Trust
Trustee selection methods (eg. appointed by, elected by)	1 st Harwell (St. Matthew's) Scout Group Executive Committee

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.

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Section C Objectives and activities

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

Unit of The Scout Association

We are a unit of The Scout Association, providing Scouting activities for the young people of Harwell Village and the surrounding area.

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)

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.

Summary of the main achievements of the charity during the year

The Pavilion project has now been completed and the venue is being used 5 times a week by our Sections. This has enabled activities that were not possible before or significantly simplified activities such as Cooking on our new electric stoves.

Thank you to Harwell Parish Council and the Vale of White Horse District Council for supporting us through this process of claiming the Section 106 funds which has enabled us to complete this project. We also would like to thank our leadership team, members and parents that have supported the project.

Our meetings returned to face-to-face Scouting from June 2021, which was a welcome move for our Leaders and Members as we moved back towards normality.

We ran an Explorer-led activity day in September 2021, which was a great success with nearly 90 members involved. This was also an opportunity to use the new-refurbished pavilion to support the event.

Our annual Fireworks event also returned in 2021 and was a huge success. We moved the event from Harwell Primary School to Harwell Village Park to also make more of the pavilion to support the event.

Section E

Financial review

Brief statement of the charity's policy on reserves

We ringfence and maintain reserves to ensure that we can meet our running costs. Additional funds are spent supporting our Sections and purchasing/maintaining equipment as required.

Details of any funds materially in deficit

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.

Section F

Other optional information

Section G

Declaration

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

Signed on behalf of the charity's trustees

Signature(s)

Full name(s)

Position (eg Secretary, Chair, etc)

	
BRIAN ZIMMERMAN	
GROUP SCOUT LEADER	

Date

13/02/2023

Statement of Financial Activities for 2021-22

1st Harwell (St. Matthew's) Scout Group

Account	2022	2021
Turnover		
Membership Income		
Membership Subscriptions	12,871.25	9,702.50
Registration Fees	885.00	150.00
Total Membership Income	13,756.25	9,852.50
Pavilion, Marquee and Equipment Hire Income		
Pavilion Hire	75.00	0.00
Marquee Hire	375.00	50.00
Total Pavilion, Marquee and Equipment Hire Income	450.00	50.00
Group Fundraising Events Income		
Group Fundraising Income - General	289.98	1,713.99
Group Fundraising Income - Entry Fees	4,908.84	0.00
Group Fundraising Income - Catering	1,592.00	0.00
Group Fundraising Income - Bar	2,150.65	0.00
Group Fundraising Income - Other	619.00	0.00
Total Group Fundraising Events Income	9,560.47	1,713.99
Camps and Events Income		
Event Income - Participant Fees	915.00	(12.00)
Event Income - Fundraising	150.57	0.00
Total Camps and Events Income	1,065.57	(12.00)
Gift Aid		
Reclaimed Gift Aid	2,612.60	3,140.85
Total Gift Aid	2,612.60	3,140.85
Donations, Grants and Other Income		
Donations	1,724.97	2,105.31
Grants - Capital	0.00	1,000.00
Grants - Section 106	47,902.95	6,472.25
Grants - COVID-19	5,649.00	3,000.00
Total Donations, Grants and Other Income	55,276.92	12,577.56
Total Turnover	82,721.81	27,322.90

Cost of Sales		
Capitation Fee	7,490.00	5,747.50
GoCardless Transaction Fees	440.01	316.86
Square Transaction Fees	46.43	0.00
Stripe Transaction Fees	6.23	41.80
Group Fundraising Expenditure		
Group Fundraising Costs - General	3,203.83	668.09
Group Fundraising Costs - Activities	145.00	0.00
Group Fundraising Costs - Catering	646.87	0.00
Group Fundraising Costs - Bar	824.86	0.00
Group Fundraising Costs - Other	125.63	0.00
Total Group Fundraising Expenditure	4,946.19	668.09
Camps and Events Expenditure		
Event Costs - General	0.00	37.99
Event Costs - Accommodation	46.00	0.00
Event Costs - Catering	395.87	0.00
Event Costs - Transport	150.10	0.00
Event Costs - Activities	247.45	0.00
Total Camps and Events Expenditure	839.42	37.99
Total Cost of Sales	13,768.28	6,812.24
Gross Profit	68,953.53	20,510.66

Account	2022	2021
Administrative Costs		
General Expenses		
Expenses - Adult Support and Training	55.00	0.00
Expenses - Badges	1,139.46	1,231.97
Expenses - Group	672.58	240.56
Expenses - Neckers	553.50	0.00
Expenses - Youth Programme and Section	1,077.33	428.81
Expenses - QM Consumables	81.93	0.00
Total General Expenses	3,579.80	1,901.34
Equipment		
Equipment - Purchases	3,061.77	1,056.22
Equipment - Repairs and Renewals	809.25	70.93
Equipment - Gas	80.00	0.00
Total Equipment	3,951.02	1,127.15
Ongoing Buildings Costs		
Church Hall - Bills and Running Costs	0.00	240.00
Pavilion - Bills and Running Costs	2,335.47	397.67
Trailer - Storage Costs	120.00	120.00
Total Ongoing Buildings Costs	2,455.47	757.67
Pavilion Refurbishment Project		
Pavilion - Legal Costs	0.00	2,400.00
Pavilion - Refit	61,170.30	8,331.71
Total Pavilion Refurbishment Project	61,170.30	10,731.71
Digital Services		
Online Scout Manager - Text Messages	0.00	14.25
Online Scout Manager - Renewal Fees	267.22	268.10
Xero Renewal Fees	340.20	324.00
Total Digital Services	607.42	606.35
Equipment and Marine Insurance		
Insurance	628.15	628.15
Total Equipment and Marine Insurance	628.15	628.15
Other Expenditure		
Charitable and Political Donations	25.00	351.11
Total Other Expenditure	25.00	351.11
Total Administrative Costs	72,417.16	16,103.48
Profit / Loss	-3463.63	4407.18

Balance Sheet

As at 5 April 2022

Account	5 Apr 2022	5 Apr 2021
Current Assets		
Cash at bank and in hand		
Main Account	9,170.87	10,491.57
Pavilion Account	0.00	42,597.66
Subscriptions Account	2,165.33	0.00
Group Events Account	331.87	10.00
Beavers Account (Main)	10.00	10.00
Cubs Account (Main)	10.00	10.00
Scouts (Main)	10.00	10.00
Explorers Account (Main)	450.76	12.99
Explorers Expedition	156.89	806.32
Total Cash at bank and in hand	12,305.72	53,948.54
Prepayments and accrued income		
Prepayments for Camps and Events	536.00	192.40
Invoice Prepayment	0.00	321.09
Total Prepayments and accrued income	536.00	513.49
Accounts Receivable	195.00	0.00
Total Current Assets	13036.72	54462.03


Creditors: amounts falling due within one year		
Accounts Payable	1,253.90	146.25
Deferred Income of Section 106 Funds	0.00	39,009.30
Suspense	(59.99)	0.00
Rounding	0.00	0.04
Total Creditors: amounts falling due within one year	1193.91	39155.59

Net Current Assets (Liabilities)	11842.81	15306.44
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Total Assets less Current Liabilities	11842.81	15306.44
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Net Assets	11842.81	15306.44
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Capital and Reserves		
Current Year Earnings	(3,463.63)	4,407.18
Retained Earnings	15,306.44	10,899.26
Total Capital and Reserves	11,842.81	15,306.44

Independent Reviewer:	
I have reviewed the accounts and believe those to be consistent with the information provided.	
Signed: 	
Name: <u>GRAHAM BEITH</u>	
Date: <u>6/1/2023</u>	

1st Harwell (St. Matthew's) Scout Group

Notes on 2021-22 Accounts:

Membership Income Increase - Face to Face Scouting	2022	2021
Membership Subscriptions	12,871.25	9,702.50
Registration Fees	885.00	150.00
Total Income	13,756.25	9852.50

Fireworks Event: returned in 2021 and moved to Harwell Rec	
Income	8,123.59
Expenditure	(3,223.09)
Profit	4900.50

COVID-19 Grants	
Jun 2021 - Remobilisation Grant	2,982.00
Feb 2022 - Omicron Hospitality and Leisure Grant	2,667.00
Total	5649.00

Major Equipment Purchases	
Kitchen Patrol Boxes	1,991.53
Caterlight Hob	166.79
Square Credit Card Readers	76.80
D of E Expedition Training Kit	473.31
Chair Trolley for Pavilion	101.09
Other Items	252.25
Total	3061.77

Section 106 Funds for Pavilion Refit Project	
Section 106 Grant #1 - carried forward from 2020-21 Financial Year	39,009.30
Section 106 Grant #2	8,893.65
Total Section 106 Grants	47902.95

Pavilion Refit Project Expenditure	
Kitchen (Walls, Cabinets, Appliances + Installation)	19,014.60
Electrical Work (Rewiring, Testing and 3 Phase Installation)	13,064.40
Plastering	6,150.00
Flooring	6,003.64
Kitchen Door	4,461.60
Plumbing	3,518.62
Fire Alarm	2,473.20
Heating	2,162.70
Windows and Doors	1,723.75
Painting	542.04
Other Items	2,055.75
Total	61170.30
Additional Top-Up to Project from Group Funds	13267.35

Pavilion Running Costs	
Electricity	1,045.14
Cleaning + Consumables	745.33
Initial Business Rates - now with 100% Rate Relief	142.13
Fire Safety Equipment and Service	357.40
Other Items	45.47
Total	2335.47



Section A

Independent Examiner's Report

Report to the trustees/
members of

1ST HARWELL (ST. MATTHEW'S) SCOUT GROUP

On accounts for the year
ended

2022

Charity no
(if any)

300497

Set out on pages

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **05/04/2022**.

Responsibilities and basis
of report

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's
statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below *) which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Signed:

Date: 05/01/2023

Name:

GRAHAM BEITH

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

BSc (Hons) Economics & Accountancy, Associate Chartered Institute of Bankers but I am not a qualified accountant and simply provide an independent review.

Address:

Five Corners, The Barrow, Harwell

Oxfordshire

OX11 0HQ

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

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