



**CHARITY COMMISSION**  
FOR ENGLAND AND WALES

**Trustees' Annual Report for the period**  
**From: 1st September 2021 to 31st August 2022**  
**Charity Name: 3rd Buckingham Scout Group**  
**Charity Registration Number: 300658**

**OBJECTIVES AND ACTIVITIES**

	SORP REF.	
Summary of the purposes of the charity as set out in its governing document.	Para 1.17	<b>The objectives of the Group are as a unit of the Scout Association. The Aim of the Scout Association 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 Aim of the Association is by providing an enjoyable and attractive scheme of progressive training, based on the Scout Promise and Law and guided by adult leadership.</b>
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	<b>1) Provision of Scouting activities and facilities for young people between the ages of 6 and 14 living in Buckingham and surrounding villages. 2) Effective operation of the Scout &amp; Community Centre at 53 Embleton Way, Buckingham for the benefit of the Local Community.</b>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit.	Para 1.18	<b>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.</b>

**Additional Information (optional)**

You may choose to include further statements where relevant about:

	SORP REF.	
Policy on grant making	Para 1.38	<b>A grant of £3,500 was made to the Phoenix (North) Explorer Unit in 2021-22. This unit provides opportunities for youngsters to continue in Scouting after the age of 14.</b>
Policy on social investment including program related investment.	Para 1.38	<b>N/A</b>

Contribution made by volunteers.	Para 1.38	<b>The programmes of activities for our Scout, Cub and Beavers members are totally reliant upon the volunteer Scout Leaders with support from parent volunteers. The fundraising is carried out by volunteer parents and Scout leaders as well as young people from one or more of the Scout sections: Beavers, Cubs, Scouts. We were also entirely reliant on volunteers to manage the operation of our Scout &amp; Community Centre on a COVID-compliant basis, and to manage the expansion in the use of the Centre for local events.</b>
Other		<b>N/A</b>

### **Achievements and Performance**

	SORP REF.	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<b>1) The Scout Group continued to provide exciting weekly activities and opportunities for the young people of Buckingham, facilitating their personal development and education. The Group supported local events, both as part of fundraising but also to demonstrate volunteer support to the local community and develop our members' sense of citizenship. It has been challenging to reinstate all of our activities, such as camps for youngsters, following the pandemic, but we are well advanced on that path. 2) The use of the Scout &amp; Community Centre continued to expand, providing new opportunities for local people to participate in activities laid on by those hiring the accommodation.</b>

### **Additional information (optional)**

You may choose to include further statements where relevant about:

	SORP REF.	
Achievements against objectives set.	Para 1.41	<b>We secured the active participation of local youngsters in the activities of the Scout Group. We sustained through the year the activities and development of our Scout troop; Cub packs and Beaver colonies, through the work of our dedicated volunteers. As noted above, we also continued to expand the use of our Scout &amp; Community Centre.</b>
Performance of fundraising activities against objectives set.	Para 1.41	<b>During the year, we undertook only limited fundraising, as we are in a relatively healthy financial position.</b>
Investment performance against objectives.	Para 1.41	<b>The funds held by the Group are not invested.</b>
Other		<b>N/A</b>

## FINANCIAL REVIEW

	SORP REF.	
Review of the charity's financial position at the end of the period.	Para 1.21	<b>At the end of the period, the Charity had net assets of £58,070 (inclusive of anticipated Gift Aid claimable from HMRC of £1,300). We continue to hold the Development Fund established last year, amounting to £10,000. This will allow us to continue to fit out and equip the Scout &amp; Community Centre and develop the Group. Our General Fund stood at £38,619, and £10,100 had been placed in our Long Term Maintenance Fund for our Centre. Our success during the year in increasing income from hires, and healthy financial position, enabled us to reduce the monthly Group membership charge from £14.50 to £12 month.</b>
Statement explaining the policy for holding reserves stating why they are held.	Para 1.22	<b>The Trustees continued with its reserves policy to retain three months' worth of subscription income as a reserve. The £4,000 reserve is held to provide for any period when we are, in any unexpected circumstance, unable to secure expected income or face significant unanticipated costs.</b>
Amount of reserves held.	Para 1.22	<b>See above.</b>
Reasons for holding zero reserves.	Para 1.22	<b>N/A</b>
Details of fund materially in deficit.	Para 1.24	<b>N/A</b>
Explanation of any uncertainties about the charity continuing as a going concern.	Para 1.23	<b>None</b>

## Additional information (optional)

You may choose to include further statements where relevant about:

	SORP REF.	
The charity's principal sources of funds (including any fundraising).	Para 1.47	<b>The Scout Group relies upon parent subscriptions and on its own regular fundraising. In addition, the charity benefits from rental income arising from hires of the Centre (net of Centre running costs).</b>
Investment policy and objectives including any social investment policy adopted.	Para 1.46	<b>The Group does not have sufficient long-term funds to invest in longer term investments. The Group has therefore adopted a low-risk strategy to the investment of its funds. All funds are held in mainstream bank or building society accounts which are covered by the FSCS scheme.</b>
A description of the principal risks facing the charity	Para 1.46	<b>The major ongoing risks to which we believe the Group is exposed are:</b>

		<ul style="list-style-type: none"> <li>• <b>Failure to safeguard children:</b> the Group takes its responsibility for safeguarding seriously and closely follows Scout Association safeguarding procedures to ensure children are not put at risk. The trustees periodically obtain assurance on the operation of safeguarding arrangements.</li> <li>• <b>Damage to property and equipment:</b> The Group stores most of its equipment in a secure environment and has contents insurance to mitigate against loss. The charity has insurance to mitigate the impact of loss of the Centre.</li> <li>• <b>Injury to leaders, helpers, supporters and members:</b> The Group, through the membership fees, contributes to the Scout Association's standard insurance policy.</li> <li>• <b>Reduction or loss of Leaders:</b> The Group is totally reliant on volunteers. If there were a reduction in the number of leaders to an unacceptable level in a particular section or in 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. This year has again seen a decline in leaders but we continue to encourage parent involvement in order to provide support and keep parents involved.</li> <li>• <b>Reduction or loss of members:</b> The Group provides activities for young people as Beavers, Cubs and Scouts aged 6 to 14 years. If there were 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. Loss of leader resources meant we had to merge two Beaver sections during the year.</li> </ul> <p>There is a risk that increased running costs outstrip Scout Group's income. However, we now have a firm handle on the Centre's operating costs and income and expenditure is budgeted annually and monitored regularly. Our income from hiring the Centre has been increasing, and this risk has receded.</p>
Other		N/A

## STRUCTURE, GOVERNANCE AND MANAGEMENT

DESCRIPTION OF CHARITY'S TRUSTS:	SORP REF.	
Type of governing document (trust deed, royal charter)	Para 1.25	<b>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. These are supplemented by a 3<sup>rd</sup> Buckingham Scout Group Constitution adopted in 2017.</b>
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	<b>The Group is a trust established under its rules which are common to all Scouts.</b>
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	<b>The Trustees are the members of the Group Executive Committee. Members of the Committee are appointed by the Scout Group Council at an annual general meeting. Between AGMs, new members can be co-opted onto the Committee by the Group Executive Committee.</b>

### Additional information (optional)

You may choose to include further statements where relevant about:

	SORP REF.	
Policies and procedures adopted for the induction and training of trustees.	Para 1.51	
The charity's organisational structure and any wider network with which the charity works.	Para 1.51	<b>The charity operates within the wider framework of policies and guidance issued by the Scout Association</b>
Relationship with any related parties.	Para 1.51	<b>The Scout Association, and County and District Scouts. The charity continues to have in place a Partnership Agreement with a locally-based Explorer Scout Unit, now known as Phoenix (North) Explorers. The Unit falls within the ambit of Buckingham &amp; Winslow Scout District, a separate charity. The Explorer Unit provides Scouting activities for older youngsters, enabling our members who are over 14 to migrate to membership of the Explorer Unit and continue in Scouting.</b>
Other		<b>N/A</b>

## REFERENCE AND ADMINISTRATIVE DETAILS

Charity name	<b>3<sup>rd</sup> Buckingham Scout Group</b>
Other name the charity uses	<b>Embleton Way Scout &amp; Community Centre</b>
Registered charity number	<b>300658</b>
Charity's principal address	<b>The centre of the charity's operations is:</b>  <b>3<sup>rd</sup> Buckingham Scout Group</b> <b>Embleton Way Scout and Community Centre</b> <b>53 Embleton Way</b> <b>Buckingham</b> <b>MK18 1FH</b>

### 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	Chris Armitage	Chairman		Group Scout Council
2	Dean Jones			Group Scout Council
3	Tracey McLaughlin	Secretary		Group Scout Council
5	Paul Mason	Group Scout Leader		Group Scout Council
6	John Rogerson	Group Treasurer	Until 31 August 2022	Group Scout Council
7	Sheryne Shillingford-Reed	Group Treasurer	From 1 September 2022	Group Scout Council
8	Christopher Epps	Phoenix (North) Explorer Unit Leader		Group Scout Council
9	Robert Streat	Section Leader		Group Scout Council
10	Tina Anderson	Section Leader		Group Scout Council
11	Emma Medler	Section Leader		Group Scout Council
12	James Tebboth	Executive Committee Member		Group Scout Council
13	Louise Grensted	Executive Committee Member		Group Scout Council
15	Corin Brearley	Executive Committee Member		Group Scout Council
17	Anna Mason	Assistant GSL & Section Leader		Group Scout Council

Corporate trustees – names of the directors at the date the report was approved

DIRECTOR NAME		
<b>N/A</b>		

Name of trustees holding title to property belonging to the charity

TRUSTEE NAME	DATES ACTED IF NOT FOR WHOLE YEAR	
<b>Scout Association Trust Corporation</b>		

## FUNDS HELD AS CUSTODIAN TRUSTEES ON BEHALF OF OTHERS

Description of the assets held in this capacity.	Under the Partnership Agreement in place with the Phoenix (North) Explorers Unit (see above), we collect subscription income from its members and pay on its behalf costs and expenses due. <del>At the end of the year, we held £xxxx on behalf of the Unit.</del>
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects.	The Phoenix (North) Explorers Unit seeks to provide a continuation of opportunities providing by Scouting activities for personal development for youngsters who are too old to participate in the Group's Scouting Section. The Unit forms part of the Buckingham & Winslow District Scouts, a charity which is also a signatory to the Partnership Agreement. Such Units are a formal part of the structure of Scouting, as promoted by The Scout Association.
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	Accounting records segregate all Explorer income, including membership subscriptions received from Explorer Unit members, and it is held in a separate account. Expenditure met on behalf of the Unit is similarly segregated.

### Additional information (optional)

#### 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)

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### EXEMPTIONS FROM DISCLOSURE

Reason for non-disclosure of key personnel details

N/A
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### Other optional information

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### DECLARATIONS

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

Signed on behalf of the charity's trustees

<b>SIGNATURE(S)</b>	<i>Chris Armitage</i>	<i>Sheryne Shillingford-Reed</i>
<b>FULL NAME(S)</b>	CHRISTOPHER ARMITAGE	SHERYNE SHILLINGFORD-REED
<b>POSITION</b>	Group Chair	Group Treasurer
<b>DATE</b>	20 <sup>th</sup> April 2023	17 <sup>th</sup> May 2023



# ANNUAL ACCOUNTS

for the Year to 31<sup>st</sup> August 2022

for presentation to the  
Annual General Meeting  
On Wednesday, 17<sup>th</sup> May 2023

**3<sup>rd</sup> Buckingham Scout Group**

53 Embleton Way, Buckingham, MK18 1FH

Registered Charity No.: 300658



### 3rd Buckingham Scout Group

#### Receipts and payments account for the year ended 31st August 2022

<b>Receipts and payments</b>	<b>General fund</b>	<b>Building fund</b>	<b>Maintain- ance Fund</b>	<b>Total</b>	<b>2021</b>
	<b>£</b>	<b>£</b>		<b>£</b>	<b>£</b>
<b>Receipts:</b>					
Subscriptions	9,883			9,883	5,085
Gift Aid	791			791	1,561
Camp and event contributions	370			370	0
Local Authority Grants	0			0	19,099
Fundraising	1,055			1,055	109
Donations	1,505			1,505	220
Hire of premises and equipment	12,648			12,648	4,290
Deposits received for hires	4,300			4,300	200
Services provided to Explorers	0			0	0
Miscellaneous (inc. investitures)	159			159	58
Deposit account interest recvd.	1			1	0
<b>Total receipts</b>	<b>30,711</b>	<b>0</b>	<b>0</b>	<b>30,711</b>	<b>30,622</b>
<b>Payments:</b>					
Scout Association (subscription)	5,022			5,022	5,082
Other subscriptions	65			65	60
Insurance	778			778	769
Embleton Centre: Services	6,977			6,977	4,543
Embleton Centre: Maintenance	1,902			1,902	4,058
Embleton Centre: Build & Fit-out		0		0	2,787
Embleton Centre: Equipmt & material	0			0	30
Embleton Centre: consumables	122			122	17
Fund raising costs	118			118	0
Software & Website Costs	492			492	450
Camps & events	189			189	19
Weekly Activities	874			874	0
Scout Equipment	0			0	0
Clothing	548			548	0
Badges	715			715	126
Training & keyholder Costs	1,142			1,142	133
Subscrptn income collectn fees	279			279	155
Lettings income collection fees	329			329	109
Grants & Donations	4,555			4,555	103
Letting Deposits disbursed	3,900			3,900	200
Other costs (inc COVID measures)	98			98	382
<b>Total payments</b>	<b>28,105</b>	<b>0</b>	<b>0</b>	<b>28,105</b>	<b>19,023</b>
<b>Net receipts</b>	<b>2,606</b>	<b>0</b>		<b>2,606</b>	<b>11,599</b>
<b>Transfer of funds</b>	<b>-2,000</b>	<b>0</b>	<b>2,000</b>		
<b>Total cash funds last year end</b>	<b>38,013</b>	<b>10,000</b>	<b>8,100</b>	<b>56,113</b>	<b>44,513</b>
<b>Total cash funds this year end</b>	<b>38,619</b>	<b>10,000</b>	<b>10,100</b>	<b>58,719</b>	<b>56,113</b>

### 3rd Buckingham Scout Group

	<u>31/08/22</u>	31/08/21
<b>Statement of assets and liabilities at the end of the year</b>		
	£	£
<b>Bank and cash balances</b>		
HSBC Current account	395	51,536
Barclays Current ac	53,724	107
Deposit accounts	4,000	4,070
Paypal account	600	200
Uncashed cheques	0	200
	<u>58,719</u>	<u>56,113</u>
<b>Other monetary assets</b>		
Gift Aid to be claimed from HMRC	1,300	1,300
Hire Deposits & Rental Charges (invoiced but not yet paid)	421	1,064
Membership Subscription payments outstanding at year end	24	0
<b>Total other monetary assets</b>	<u>1,721</u>	<u>2,364</u>
<b>Liabilities</b>		
Refundable hire deposits held	800	700
Profit Rents (payable to Buckinghamshire Council)	1,570	715
Grants	0	3,500
<b>Total Outstanding Liabilities</b>	<u>2,370</u>	<u>4,915</u>
<b>Total assets less liabilities</b>	<u>58,070</u>	<u>53,562</u>

The above receipts and payments account and statement of total assets and liabilities were approved by the Scout Group Executive Committee on 26 January 2023.



Sheryne Shillingford-Reed  
Group Treasurer  
26 January 2023



Chris Armitage  
Group Chair  
26 January 2023



## Independent Examiners' Report

Report to the Trustees and members of the Group Scout Council of the 3rd Buckingham Scout Group (charity number 300658) on the accounts for the year ended 31 August 2022 set out on pages 1 and 2.

### Respective responsibilities of the trustees and independent examiner

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

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act;
- to follow the procedures laid down under the general Directions given by the Charity Commission (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 general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the 3rd Buckingham Scout Group and a comparison of the accounts (as set out on pages 1 and 2) with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters.

The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and my report is limited to those matters set out in the statement below.

### 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 Charities Act;have 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.



Nicola Beeson ACA  
for and on behalf of  
NB Consulting Limited  
2 Foxglove Close  
Buckingham, MK18 1FU

2 February 2023



## Independent Examiners' Report

Report to the Trustees and members of the Group Scout Council of the 3rd Buckingham Scout Group (charity number 300658) on the accounts for the year ended 31 August 2022 set out on pages 1 and 2.

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2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



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for and on behalf of  
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2 Foxglove Close  
Buckingham, MK18 1FU

2 February 2023