

Trustees' Annual Report

For the period

From (start date)

0 1 0 4 2 1

to end date

3 1 0 3 2 2

Section A

Reference and administration details

Charity name

1st Warley Scout Group

Other names the charity is known by

n/a

Registered charity number (if any)

3 0 2 0 2 8

HQ registration number

1 0 0 1 0 2 3 1

Charity's principal address

Eagle Hall

The Drive

Brentwood, Essex

Postcode

C M 1 3 3 B H

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)	Dates acted if not for whole year
1	Graham Gurnett	Group Scout Leader	
2	Kevin Chandler	Chair	
3	Stephanie Robinson	Treasurer	01/04/21 - 31/08/21
4	Jim White	Treasurer	01/09/21 - 03/03/22
5	Simon Timmins	Trustee	
6	Phil Dawon	Trustee	
7			
8			
9			
10			
11			
12			

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, governance and management

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
(e.g. trust, association, company)

The Group is a Trust established under its rules which are common to all Scout Groups.

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

The Group is managed by the Group Executive Committee, 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 Committee consists of 3 independent representatives, Chair, Treasurer and Secretary together with the Group Scout Leader, individual section leaders (if opted to take on the responsibility) and parent's representation and meets every 4 months.

Members of the Executive Committee complete '*Essential Information for Executive Committee*' training within the first 5 months of joining the committee.

This Group Executive Committee exists to support the Group Scout Leader in meeting the responsibilities of the 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.

Section B	Structure, governance and management (continued)
	<p>Risk and Internal Control</p> <p>The Group Executive Committee 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:</p> <p>Damage to the building, property and equipment. The Group would request the use of buildings, property and equipment from Brentwood Scout District (as previously happened when Eagle Hall was destroyed by fire in 2015). The Group has sufficient buildings and contents insurance in place to mitigate against permanent loss.</p> <p>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. Insurance policies are in place to protect non-members in case of injury or accident (e.g. parent volunteers on working weekends).</p> <p>Reduced income. The Group is primarily reliant upon income from subscriptions and hall hire. The group does hold a reserve to ensure the continuity of activities should there be a major reduction in income. The Committee could raise the value of subscriptions to increase the income to the group on an ongoing basis, either temporarily or permanently.</p> <p>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.</p>

Reduction or loss of members. The Group provides activities for all young people aged 6 to 14. 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.

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.

Section C	Objectives and activities
Summary of the objectives of the charity as set out in its governing document	<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: - 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.</p>

criteria under both the advancement of education and the advancement of citizenship or community development headings.

Section D

Achievements and performance

Summary of the main achievements of the Charity during the year

See attached report from the Group Scout Leader and presented in the AGM to leaders and parents

Section E

Financial Review

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 hall hire fees fall short. The Group Executive Committee considers the group should hold a sum of £5,000 as emergency reserve. In addition, a monthly allowance is made in the accounts for payment of annual expenses (e.g. capitation). Any unspent grant monies received are ring fenced.

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

None

Further financial review details (optional information)

Investment Policy

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.

Principal Sources of Funds

The group has 2 main regular sources of income: monthly subscription fees paid by all Young People in the group and hall hire fees. The group's Headquarters is a modern building and has been built/designed to provide a key resource for the local community. The group hires out the building to local community groups, especially to groups providing an educational or health benefit, including groups who cater for various disabilities.

All funds received are invested back into the group, to provide equipment to support Scouting activities, or to maintain and improve the standard of the group's Headquarters.

Section F

Other Optional Information

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

The group executive committee regularly reviews available funding to determine what projects may be funded. A key focus for the group in the coming years will be to improve the grounds surrounding the Headquarters, to allow more outdoor activities to take place on site.

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)	Kevin Chandler	Jim White
Position (eg Secretary, Chair)	Chair	Treasurer
Date	<div><div>D</div><div>D</div><div>M</div><div>M</div><div>Y</div><div>Y</div></div>	<div><div>D</div><div>D</div><div>M</div><div>M</div><div>Y</div><div>Y</div></div>

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

The group executive committee regularly reviews available funding to determine what projects may be funded. A key focus for the group in the coming years will be to improve the grounds surrounding the Headquarters, to allow more outdoor activities to take place on site.


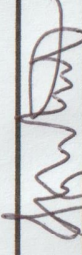
Section G

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)

Kevin Chandler Jim White

Position (eg Secretary, Chair)

Chair Treasurer

Date

2 8 1 1 2 2 2 8 1 1 2 2



Receipts and payments accounts

CC16a

For the period from	01/04/2021	To	31/03/2022
------------------------	------------	----	------------

Section A Receipts and payments

	Unrestricted funds		Restricted funds		Endowment funds		Total funds		Last year	
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
A1 Receipts										
Membership Subscriptions	14,386	-	-	-	-	-	14,386	12,261		
Donations	753	-	-	-	-	-	753	922		
Section Activities	-	-	-	-	-	-	-	165		
Scout Shop	83	-	-	-	-	-	83	610		
Camps	11,713	-	-	-	-	-	11,713	337		
NatWest	20	-	-	-	-	-	20			
Scout Association Short Term Investment Service	-	-	-	-	-	-	-	15		
Grants	-	30,439	-	-	-	-	30,439	93,687		
Plant Sale	7,333	-	-	-	-	-	7,333	-		
Other Fundraising	198	-	-	-	-	-	198	2,077		
Clothing / Badges / Scarves	870	-	-	-	-	-	870	-		
Gift Aid	1,819	-	-	-	-	-	1,819	-		
Hall Hire	5,699	-	-	-	-	-	5,699	-		
Sub total (Gross income for AR)	42,874	30,439	-	-	-	-	73,313	110,074		

A2 Asset and investment sales, (see table).

	-	-	-	-	-	-	-	-	-	-
Sub total	-	-	-	-	-	-	-	-	-	-
Total receipts	42,874	30,439	-	-	-	-	73,313	110,074		

A3 Payments

Membership Subscriptions paid to National/County/Area/District	5,117	-	-	-	-	-	5,117	4,257		
Section Activities	1,401	-	-	-	-	-	1,401	1,980		
Camp Expenditure	8,856	-	-	-	-	-	8,856	1,448		
Clothing / Badges / Scarves	2,306	-	-	-	-	-	2,306	58		
Cost of Hall Rebuild	-	8,952	-	-	-	-	8,952	172,724		
Fundraising Expenses	-	-	-	-	-	-	-	22		
Miscellaneous	-	-	-	-	-	-	-	1,039		
Plant Sale Expenses	2,267	-	-	-	-	-	2,267	-		
Training	304	-	-	-	-	-	304	-		
Equipment	8,999	17,762	-	-	-	-	26,761	-		
Administration Costs (bank fees, etc.)	267	-	-	-	-	-	267	-		
Hall Cleaning	1,434	768	-	-	-	-	2,202	-		
Maintenance	1,343	-	-	-	-	-	1,343	-		
Premises Cost	3,974	-	-	-	-	-	3,974	1,399		
Insurance	991	-	-	-	-	-	991	42		
Sub total	37,258	27,482	-	-	-	-	64,740	182,969		

A4 Asset and investment purchases, (see table)

	-	-	-	-	-	-	-	-	-	-
Sub total	-	-	-	-	-	-	-	-	-	-
Total payments	37,258	27,482	-	-	-	-	64,740	182,969		

Net of receipts/(payments)

A5 Transfers between funds	5,616	2,957	-	-	-	-	8,573	-	72,895	
A6 Cash funds last year end	-	-	-	-	-	-	-	-	-	
Cash funds this year end	4,804	-	-	-	-	-	4,804	77,699		
	10,420	2,957	-	-	-	-	13,377	4,804		

Section B Statement of assets and liabilities at the end of the period

Categories

B1 Cash funds

Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
Natwest Account	88	-	-
CAF Bank	10,332	2,957	-
Total cash funds	10,420	2,957	-
(agree balances with receipts and payments account(s))			

OK

B2 Other monetary assets

Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
Scouting Equipment, Building fixtures and fittings	120,000	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-

OK

B3 Investment assets

Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
		-	-
		-	-
		-	-
		-	-

B4 Assets retained for the charity's own use

Details	Fund to which liability relates	Cost (optional)	Current value (optional)
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-

B5 Liabilities

Details	Fund to which liability relates	Amount due (optional)	When due (optional)
		-	
		-	
		-	
		-	

Signed by one or two trustees on behalf of all the trustees

Signature

Print Name

Date of approval

Kevin Chandler

Kevin Chandler (Chair)

2/11/22

Jim White

Jim White (Treasurer)

2/11/22



Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name
1st Warley Scout Group

On accounts for the year
ended

31st March 2022

Charity no
(if any)

302028

Set out on pages

1-2

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above
charity ("the Trust") for the year ended 31/03/2022

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 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.

* Please delete the words in the brackets if they do not apply.

Signed:

P. McCarthy

Date:

7/11/2022

Name:

Peter John McCarthy

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

FCMA

Address:

80 Vaughan Williams Way

Warley, Brentwood
Essex, CM14 5WT

Section B

Disclosure

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.