

Trustees Annual Report

From 1st April 2020 to 31st March 2021



1 Reference and Administration Details

Charity Name: **1st Winterbourne Down and Buryside Scout Group**
Other names: **n/a**
Charity Number: **302127**
Principal Address: **1st Winterbourne Down and Buryside Scout Hut, Bradstone Road,
Winterbourne, BRISTOL, BS36 1HD**

1.1 Trustees

Calum Campbell	Chair
Katherine MacConnachie	Trustee
Paul Richard Smith	Trustee

2 Structure, Governance and Management

2.1 Governing Document

The Group's governing documents are those of 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 (POR) of the Scout Association.

2.2 Group Scout Council

The Group Scout Council is the electoral body to which the Group Executive Committee is accountable. Membership of the Group Scout Council is open to:

- Scouters
- Group Active Support Managers and members
- Colony Pack and Troop Assistants
- Skills Instructors
- Administrators
- Advisers
- Patrol Leaders
- All Parents of Beavers, Cubs and Scouts
- Any other supporters, including former Scouts and their parents, admitted by the Group Scout Leader, the Group Executive Committee or the Group Scout Council
- the District Commissioner and District Chair are ex-officio members of the Group Scout Council.

Trustees Annual Report

From 1st April 2020 to 31st March 2021



2.3 Constitution

The Group is a trust established under the Policy, Organisation and Rules of the Scout Association.

2.4 Trustee Selection

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

2.5 Group Executive Committee

The Group is led by a Group Scout Leader and managed by a Group Executive Committee. They are accountable to the Group Scout Council for the satisfactory running of the Group.

The Executive Committee exists to support the Group Scout Leader in meeting the responsibilities of their appointment.

Members of the Executive Committee must act collectively as charity Trustees of the Scout Group, and in the best interests of its members to:

- Comply with the Policy, Organisation and Rules of The Scout Association
- Protect and maintain any property and equipment owned by and/or used by the Group
- Manage the Group finances.
- Provide insurance for people, property and equipment.
- Provide sufficient resources for Scouting to operate. This includes, but is not limited to, supporting recruitment, other adult support, and fund-raising activities.
- Promote and support the development of Scouting in the local area.
- Manage and implement the Safety Policy locally
- Ensure that a positive image of Scouting exists in the local community.
- Appoint and manage the operation of any sub-Committees, including appointing a Chair to lead the sub-Committees
- Ensure that Young People are meaningfully involved in decision making at all levels within the Group
- The opening, closure and amalgamation of sections as necessary.
- And all other duties as set out in Policy, Organisation and Rules.

2.6 Risk and Internal Control

The Group Executive Committee has identified the major risks to which they believe the Group is exposed which are:

Trustees Annual Report

From 1st April 2020 to 31st March 2021



2.6.1 Injury to Leaders, Helpers, Supporters or Members

The Group supports compliance with the Safety Policy and ensures appropriate risk assessment; elimination, reduction and control measures are taken to reduce the likelihood of any injuries.

In addition, through membership fees, the Group contributes to the Scout Association's national accident insurance policy.

2.6.2 Damage to Buildings, Property or Equipment

The Group would request the use of buildings, property and equipment from neighbouring organisations. The Group has sufficient buildings and contents insurance in place to mitigate against permanent loss.

2.6.3 Reduced Income from Subscriptions and Fund Raising

The Group is primarily reliant upon income from subscriptions and fund-raising. The Group holds adequate reserves to ensure the continuity of activities should there be a major reduction in income. The committee could also raise the value of subscriptions to increase the Group income either temporarily or permanently.

2.6.4 Reduction or Loss of Leaders

The Group is totally reliant upon volunteers to run and administer the activities of the Group. If there were a reduction in the number of volunteers to an unacceptable level, then there would have to be a contraction, consolidation or closure of activities or sections.

2.6.5 Reduction or Loss of Members

If there were a reduction in membership of a particular section or the Group as a whole then there would have to be a contraction, consolidation or closure of a section.

3 Objectives and Activities

The primary objective of the Group is that of the Scout Association generally, namely:

'to actively engage and support young people in their personal development, empowering them to make a positive contribution to society.'

The Values of Scouting

Trustees Annual Report

From 1st April 2020 to 31st March 2021



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 cooperate with others and make friends.

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.

The activities of the Group are:

- The provision of the Scouting programme for 6–14 year old members

4 Achievements and Performance

This year was challenging given the suspension of Scouting activities due to the covid pandemic. However, all sections rose to meet that challenge by finding new and innovative ways to deliver scouting virtually.

The Group were still able to complete multiple fundraising activities in terms of various grants from local organisations and our annual Christmas tree sale, providing the ideal opportunity for all sections to reconnect with the local community.

The major building project for the Group in this year was the redevelopment of land in front of the Scout Hut. This involved re-route the public footpath (in accordance with local Council policies and procedures) and the erection of new secure fencing and gates. This has created an area to support outdoor scouting activities in a safe and secure environment.

4.1 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.

Trustees Annual Report

From 1st April 2020 to 31st March 2021



5 Financial Review

5.1 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 £8,425.

The Group held reserves of approximately £13,282 against this at year end. This is above the required for operating expenses. However, this can be explained by the planned accrual of additional reserves to fund a planned exterior landscaping project.

5.2 Investment Policy

The Group's Income and Expenditure is very small and as a consequence, does not have sufficient funds to invest in longer-term investments such as stocks and shares. The Group has therefore adopted a low risk strategy to the investment of its funds. All funds are held in cash using only mainstream banks or building societies or The Scout Association's Short Term Investment Service.

6 Declaration

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

Signed on behalf of the charity's trustees:

Signature: **Calum Campbell**

Date: 12.03.22

Full Name: **Calum Campbell**

Position: Chair

1st WINTERBOURNE DOWN & BURYSIDE SCOUT GROUP - 2020/21 NATWEST ACCOUNT

GENERAL ACCOUNT

2019/20 £	INCOME	2020/21 £	2019/20 £	EXPENDITURE	2020/21 £
				UNKNOWN	0.00
1754.56	BEAVER SUBSCRIPTIONS	0.00	80.00	ALLOWANCES	0.00
1868.35	CUB SUBSCRIPTIONS	372.90	1081.55	SCOUT SHOP	240.45
2275.99	SCOUT SUBSCRIPTIONS	0.00			
5898.90		372.90	1161.55		240.45
545.38	BEAVER ACTIVITIES	0.00	359.54	BEAVER ACTIVITIES	0.00
207.58	CUB ACTIVITIES	0.00	395.25	CUB ACTIVITIES	0.00
384.40	SCOUT ACTIVITIES	14.50	1588.68	SCOUT ACTIVITIES	42.60
1740.82	GENERAL ACTIVITIES	53.38	3158.51	GENERAL ACTIVITIES	1190.80
2878.18		67.88	5501.98		1233.40
2470.00	HALL HIRE	202.50	2964.00	CAPITATION FEES	2675.00
	UTILITY REBATE	0.00	40.68	COURSES	130.00
4258.41	FUND RAISING	4146.42	3272.40	FUND RAISING	2660.33
	COVID SUPPORT	23765.00			
5983.56	OTHER	3117.12	1129.29	OTHER	2915.76
12711.97		31231.04	7406.37		8381.09
			260.10	ADMIN OFFICE	1253.33
			522.42	LAND RENT	2684.24
			526.86	WATER	120.98
			1040.18	ELECTRICITY	731.11
			521.65	INTERNET	469.14
			133.03	CLEANING	1069.32
			628.33	INSURANCE	668.20
			872.94	MAINTENANCE/REPAIRS	7721.81
			4505.51		14718.13
					24573.07
			3044.87	SURPLUS / DEFICIT	7144.38
			21620.28		31717.45
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BALANCE SHEET

3017.88	SURPLUS BROUGHT FWD	6062.75	4320.40	NATWEST - Current A/c	11419.15
3044.87	GENERAL ACCOUNT + / -	7144.38	1614.35	NATWEST - Savings A/c	1614.98
			0.00	Natwest Treas Acct	56.00
6062.75		13207.13	5934.75		13090.13
0.00	CREDITORS 2020/21	75.00	128.00	DEBTORS 2020/21	192.00
6062.75		13282.13	6062.75		13282.13

Checked by Independent Auditor, Robert West FCA

Compiled by Jon S Trott, Treasurer

Signature: *RH West*
 Date: *25th May 2021*
 Signature: *[Signature]*
 Date: *10th May 2021*

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