

- Trustees' Annual Report

For the period

From 01/04/2020 to 31/03/2021

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Section A Reference and administration details

Charity name	26 th Bristol (Northcote) Scout Group
Other names the charity is known by	
Registered charity number (if any)	302156
HQ registration number	10009914
Charity's principal address	Northcote Great Bockeridge Westbury on Trym Bristol BS9 3TY

Names of the charity trustees who manage the charity

	Trustee Name		Office (if any)	Dates acted if not for whole year
1	Richard	Bennett	Group Scout Leader	
2	Peter	Gilbert	Chairman	
3	Jonathan	Barton	Secretary	
4	Helen	Hobbs	Treasurer	
5	James	Rowe		
6	Alvar	Bray		
7	Richard	Carling		
8	Christopher	Hobbs		
9	Jill	Neild		
10	Timothy	Baker		
11	Nicholas	Mitchell		
12	Sebastian	Brown		From Sept 2020
13	George	Sawkins		From Sept 2020
14	Martha	Taylor		From Sept 2020
15	Frances	Chesneau		From Sept 2020
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Names and addresses of advisers (optional information but encouraged as best practice)

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 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 Scouts.
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 (optional information but encouraged as best practice) You may choose to include additional information, where relevant, about: Policies and procedures adopted for: a) the induction and training of trustees; b) trustee' consideration of major risks and the systems and procedures to manage them	<p>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.</p> <p>The Committee consists of 3 independent representatives, Chair, Treasurer and Secretary together with the Group Scout Leaders, individual section leaders and parent's representation and meets at least four times a year.</p> <p>New members of the Executive Committee complete 'Essential Information for Executive Committee' training when joining the committee.</p> <p>This Group Executive Committee exists to support the Group Scout Leader in meeting the responsibilities of the appointments and is responsible for:</p> <ul style="list-style-type: none"> • 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

Risk and Internal Control

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:

Damage to the building, property and equipment. The Group would request the use of buildings, property and equipment from neighbouring organisations such as the church, community centre and other Scout Groups. Similar reciprocal arrangements exist with these organisations. The Group has sufficient buildings and contents insurance in place to mitigate against permanent loss.

Injury to leaders, helpers, supporters and members. The Group through the subscription fees contributes to the Scout Associations national accident insurance policy. Risk Assessments are undertaken before all activities.

Reduced income. The Group is primarily reliant upon income from subscriptions, gift aid, feed in tariff and letting the building. 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.

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.

Reduction or loss of members. The Group provides activities for all young people aged 6 to 18. 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 systems in place to comply with GDPR regulations.

Section C Objectives and activities

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

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.

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.

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.

Additional details of the objectives and activities (optional information but encouraged as best practice)

- Contribution made by volunteers;

The Group relies on volunteers to run all of its sections and manage the building. Due to the Group's size and assets it needs considerable support to operate. The Group is extremely grateful to all of our leaders and parents for their incredible contribution to the Group.

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.

Section D Achievements and performance

Summary of the main achievements of the charity during the year

The group continues thrive with 199 young people and 38 adults in the group plus many other volunteers across 8 sections. Due to the uncertainty around Covid19 and the predicted loss in the group's income, the group focussed on essential spend only in this financial year. The group did invest in temporary improvements for the outdoor areas. The group took advantage of the building being unoccupied and complete necessary repainting works around the building at a cost of £8k. The group's main sources of income are subscriptions, gift aid, feed in tariff and hall letting. Rental income and subscriptions were significantly impacted by COVID19 with the restrictions forcing the building to be closed with hall rental income down by £12k and subscriptions reduced by £12k.

However, the Government Coronavirus State Aid granted the Group £19k which helped greatly with the shortfall. The group also received £1.1k donations from the Lloyds Bank Foundations thanks to matched giving volunteer hours. The British Gas 'feed in tariff' gave the group a healthy income of £5k and Gift aid £10k. The group had a surplus of £11k at year-end.

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 fundraising activities fall short and to accumulate a reserve to support building capital expenditure. The Group Executive Committee considers that the group should hold a sum equivalent to 6 months' costs, approx. £25k. The Covid19 pandemic has served to prove the importance of the reserves.

The Group held reserves of approximately £99k against this at year end. This is above the level required for current operating expenses. The Group has a substantial building asset and equipment that needs to be maintained has a rolling 5 year capital expenditure plan to regularly replace infrastructure and kit. On the capital expenditure plan is a project to reconfigure parts of the building layout to make better use of areas for all users. Covid19 emphasized the importance of the outdoor spaces/activities and this also will be focus for improvements. The first stage will be a planning application for covered outside area behind the kitchen, at a cost of approx. £10k.

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

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 and some funds are held in fixed term deposit account to maximise interest received.

Section F Other Optional Information


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

The group continuously identifies works for its 5 years' capital expenditure programme to ensure the building is appropriately maintained. The group has expanded Scouting sections in recent years and is investigating reconfiguration options for the building and outdoor spaces. This will be a continual project for the next few years as it requires both investment and resource to support changes.

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)

Helen Hobbs

Peter Gilbert

Position (e.g. Sec/Chair)

Treasurer

Chairman

26th Bristol Scout Group Receipts and Payments Account

Year start date

Year end date

For the year from	01/04/2020	To	31/03/2021
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Receipts and payments

	2019/20 Unrestricted funds £	2020/21 Unrestricted funds £
Receipts		
Donations, legacies and similar income		
Membership subscriptions	19,914	10,590
Less: Membership subscriptions paid on (National/County/Area/District)	8,326	10,646
Net membership subscriptions retained	11,588	-
Donations	1,761	1,168
Feed in Tariff	4,405	5,160
Activities	9,372	1,586
Gift Aid	-	10,227
Camps	10,430	-
Sub total	37,556	18,085
Grants		
Maintenance grant	-	-
Government Grants/State Aid	-	19,431
Sub total	-	19,431
Fundraising (gross)		
Friends of Northcote donations	234	204
Donations	-	-
Field Grass donation	-	1,020
Sub total	234	1,224
Investment income		
Bank interest	225	57
Building Society interest	-	-
Property Rent income	14,693	5,066
Hall Hire	2,150	725
Sub total	17,068	5,848
Total Gross Income	54,858	44,588
Asset and investment sales, etc.	-	-
Total receipts	54,858	44,588

26th Bristol Scout Group Receipts and Payments Account

Year start date

Year end date

For the year from	01/04/2020	To	31/03/2021
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Receipts and payments

Unrestricted funds
2019/20
£

Unrestricted funds
2020/21
£

Payments

Charitable Payments		
Youth programme and activities	9,789	3,270
Adult support and training	2,441	418
Cleaning	4,266	4,582
Water and Sewerage	509	410
Electricity and Gas	3,434	2,978
Insurance	4,542	4,683
Repairs and Renewals & Equipment	2,156	15,282
Van	936	-
Misc - Covid 19 Hall hire refunds	250	-
Misc - Covid 19 Activity refunds	3,569	410
Camps	17,410	-
Treepplanting	-	828
Broadband	439	460
International Grants	500	-
Sub total	50,241	33,321
Fundraising expenses		
Off the Record		
Other fundraising costs		
Sub total	-	-
Total Gross Expenditure	50,241	33,321
Asset and investment purchases, etc.	-	-
Total payments	50,241	33,321
Net of receipts/(payments)	4,617	11,267
Cash funds last year end	83,393	88,010
Cash funds this year end	88,010	99,277

Statement of assets and liabilities at the end of the year

	31-Mar-20	31/03/2021
	Unrestricted funds	Unrestricted funds
	£	£
Cash funds		
Bank current account	34,718	45,718
Bank deposit account	53,135	53,397
Building society account	-	-
The Scout Association Short Term Investment Service	-	-
Cash/Floats	157	162
Total cash funds	88,010	99,277
Other monetary assets		
Tax claim	10,226	
Refund Avon Jamboree fees	1,158	
Hall hire payments outstanding	2,205	1,063
Refund of overpayment		
Sub total	13,589	1,063
Investment assets		
Investment property - detail	-	-
Quoted investments	-	-
Other investments - detail	-	-
Sub total	-	-
Non monetary assets for charity's own use		
Badge stock	-	-
Other stock	-	-
Land and buildings at cost	52,584	52,584
Motor vehicles	-	-
Scouting equipment, furniture etc	120,000	120,000
Other		-
Sub total	172,584	172,584
Liabilities		
Activity refunds due to Covid19 not yet processed to parents	320	
Expenses incurred but not invoiced	230	
Loan - detail	-	-
Other liabilities	-	-
Sub total	550	-

Contingent liabilities and future obligations

The above receipts and payments account and statement of assets and liabilities were approved by the Trustees on 2021 and signed on their behalf by

Signature

 Deen HBS

Print Name
 PETER GILBERT Chair
 Helen HBS Treasurer

Independent Examiner's Report to the Trustees of the

26th BRISTOL SCOUT GROUP

I report on the accounts of the Group for the year ended 31 March 2021 which comprise the Statement of Financial Activities, the Balance Sheet and related notes set out on pages 1-3

This report is made solely to the trustees in accordance with Section 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 of 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 no opinion is given as to whether the accounts present a 'true and fair' view and the 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 (other than that disclosed below *):

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.

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

Name: EMMA BROOK

Qualification: ACMA

Address: 124 REEDLEY ROAD,

BRISTOL BS9 1BG

Date: 1-10-21