

43rd Bristol (St Mary Magdalene, Stoke Bishop) Scout Group

Trustees' Annual Report

for the year ended 31 March 2022

Name	43rd Bristol (St Mary Magdalene, Stoke Bishop) Scout Group
Other names known by	43rd Bristol Scout Group
Registered charity number	302159
Principal address	Scout Hut, 15 - 17 Kewstoke Road, Stoke Bishop, Bristol

Names of the Group Executive Committee members, who are the Trustees:

Name	Office	Date
Charles Elderton	Chair	
Nicky Woodfield	Group Scout Leader	
Sarah Elderton	Secretary	
Scott Whitby-Smith	Treasurer	
Steve Brown	Scout Leader	
Jacque Carn	Group Supporter	
Carolyn Jenkins	Fundraising Committee Chair	
Jon Kennedy	Web Master	
Andy Judd	Community Liaison Officer	
Rev'd Jema Ball	Sponsor's Representative	

Description of the charity's trust:

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 of The Scout Association.
How constituted	The Group is a trust established under its rules which are common to all Scouts.
Trustee selection	The Trustees are appointed in accordance with the Policy, Organisation and Rules of The Scout Association.
Management	<p>The Group is managed by the Group Executive Committee, with the majority of the members being 'Charity Trustees' of the Scout Group. This consists of the Chair, Treasurer and Secretary together with the Group Scout Leader and individual Section Leaders and any parent representatives (as required). 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. The Committee meets a minimum of 3 times a year.</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 events and 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.

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Risks 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:
Risks	<p>1. Safeguarding members. The Group gives this a high priority and applies the policies laid down by the Scout Association.</p> <p>2. Injury to leaders, helpers, supporters and members. The Group through the capitation fees contributes to the Scout Association's national accident insurance policy. Risk Assessments are undertaken before all activities. A Risk Assessment of the entire premises and its environs has been undertaken and agreed by the Executive.</p> <p>3. 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 that Section or the Group. In the worst case scenario the complete closure of the Group.</p> <p>4. 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 a whole then there would have to be a contraction, consolidation or closure of that Section or the Group. In the worst case scenario the complete closure of the Group.</p> <p>5. Reduced income from fund raising. The Group is primarily reliant upon income from subscriptions and fundraising. The Group does hold reserves to ensure the continuity of activities should there be a major reduction in income. The Committee could then raise the level of subscriptions to increase the income to the Group on an ongoing basis, either temporarily or permanently.</p> <p>6. Damage to the building, property and equipment. The Group would then request the use of buildings, property and equipment from neighbouring organisations such as the church, community groups and other Scout Groups. The Group has sufficient buildings and contents insurance in place to mitigate against permanent loss.</p>
Internal Control	The group has in place systems of internal controls that are designed to provide reasonable assurance against material mismanagement or loss, these include requiring two signatories/ authorisations for all payments and comprehensive insurance policies to ensure that insurable risks are covered.
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	<p>As Scouts we are guided by these values:</p> <p>Integrity - We act with integrity; we are honest, trustworthy and loyal.</p> <p>Respect - We have self-respect and respect for others.</p> <p>Care - We support others and take care of the world in which we live.</p> <p>Belief - We explore our faiths, beliefs and attitudes.</p> <p>Co-operation - We make a positive difference; we co-operate with others and make friends.</p>
The Scout Method	<p>Scouting takes place when young people, in partnership with adults, work together based on the values of Scouting and:</p> <ul style="list-style-type: none"> • 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.
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.

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for the year ended 31 March 2022

Summary of the main achievements during the year	<p>Key achievements across the year included:</p> <ul style="list-style-type: none">• the continued delivery through our Section Leaders and helpers of a unique mix of innovative weekly activities. Some were on-line via Zoom whilst the Covid-19 pandemic rules limited social interaction. Where possible Sections then met outside before returning to indoor sessions as the rules lifted. The programme over the year included Zoom camps for some of the sections• maintaining similar numbers across the different Sections despite the challenging times, both children (2022: 84, 2021: 81) and volunteers (2022: 41, 2021: 34).• ensuring the Group applied for and received available Covid-19 funding that the Group was available for• continued general maintenance of the Hut and site where necessary• reaching £210,000 (2021 £191,000) of fundraising for our new Scout Community Centre• Our adult team achieved a combination of awards: wood badges; Chief Scout Commendation for Good Service; 5 and 10 year Long Service Awards – we thank them for their effort and service• All Group events were put on hold due to the pandemic apart from opening our Cubbaccino Café from October 2021 and our Annual Christmas Tree Sale in December 2021• The Hut project achieved a significant milestone in February 2022 when the Group was granted full planning permission by Bristol City Council for the new hut design
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Results for the year	<p>The accounts show a General fund surplus of receipts over payments for the year of £13,374 (2021 £15,149). This surplus was designated or transferred from the General Fund to the Hut Fund. The General Fund reserves at the year end were £10,000 (2021 £10,000).</p> <p>Fundraising during the year was all for the Hut Fund, with net receipts of £16,088 (2021 £9,801). The Hut Fund reserves at the year end were £180,354 (2021 £151,831), which is the balance of £196,079 raised to date, less £15,729 spent to date. In addition a £30,000 grant is promised for when the building work starts.</p>
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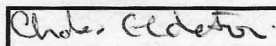
Reserves policy	<p>To generate by fundraising sufficient funds in the Hut Fund to finance the planned rebuilding of the Scout Hut.</p> <p>To hold sufficient resources in the General Fund to continue the charitable activities of the group should income and fundraising activities fall short. The Group Executive Committee consider that a sum equivalent to 12 months running costs should be held, circa £10,000.</p> <p>To transfer any excess above and beyond that needed for the General Fund into the Hut Fund.</p>
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Investment policy	<p>The Group has adopted a risk averse strategy to the investment of its funds. All funds are held in deposit or current accounts in mainstream banks.</p>
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Plans for the future	<p>Plans for the future:</p> <ul style="list-style-type: none">• To create a new and focussed sub-committee to co-ordinate fund-raising towards the new Hut• To exceed total funds raised of £250k• To attract new parent volunteers to help run and support the Sections
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The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees:

	23 May 2022
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Name	Charles Elderton
Position	Chair

43rd Bristol (St Mary Magdalene, Stoke Bishop) Scout Group

Receipts and Payments Account Summary

for the year ended 31 March 2022

	This year General Fund	This year Hut Fund	This year Total	Previous Year Total
	£	£	£	£
Total receipts for the year (page 5)	19,867	22,160	42,027	37,196
Total payments for the year (page 6)	6,493	7,011	13,504	11,307
Surplus receipts over payments for the year	13,374	15,149	28,523	25,889
Transfer to the Hut fund	(13,374)	13,374	-	-
Net surplus funds for the year	-	28,523	28,523	25,889
Cash funds last year end	10,000	151,831	161,831	135,942
Cash funds this year end	10,000	180,354	190,354	161,831

The receipts and payments account (pages 4 to 6) and the statement of assets and liabilities (page 7) were approved by the Trustees on 23 May 2022 and signed on their behalf by:

Charles Elderton

Scott Whitby-Smith

Charles Elderton
Scott Whitby-Smith

Chair

Treasurer

43rd Bristol (St Mary Magdalene, Stoke Bishop) Scout Group

Receipts

for the year ended 31 March 2022

	This year General Fund £	This year Hut Fund £	This year Total £	Previous Year Total £
Donations, legacies and similar income				
Membership subscriptions	9,947	-	9,947	4,279
Less: Membership sub's paid (National and District)	(4,264)	-	(4,264)	(4,120)
Net membership subscriptions retained	5,683	-	5,683	159
Donated services - web site	280	-	280	380
Gift Aid (tax recovered on sub's)	882	-	882	1,980
	<u>6,845</u>	<u>-</u>	<u>6,845</u>	<u>2,519</u>
Grants				
Retail, Hospitality and Leisure Grant Fund re Covid-19	10,667	-	10,667	19,431
	<u>10,667</u>	<u>-</u>	<u>10,667</u>	<u>19,431</u>
Activities				
Scouts	1,112	-	1,112	-
Cubs	1,053	-	1,053	-
Beavers	190	-	190	-
	<u>2,355</u>	<u>-</u>	<u>2,355</u>	<u>-</u>
Fundraising				
Christmas tree sale	-	7,488	7,488	6,758
Individuals' donations	-	1,716	1,716	2,236
Gift Aid (tax recovered on donations)	-	437	437	564
Cafe Cubbachino and Cubs Coffee Afternoon	-	588	588	-
Sales of donated items	-	1,319	1,319	922
Grants from organisations	-	9,705	9,705	3,098
	<u>-</u>	<u>21,253</u>	<u>21,253</u>	<u>13,578</u>
Investment income				
Bank interest	-	907	907	1,667
	<u>-</u>	<u>907</u>	<u>907</u>	<u>1,668</u>
Total receipts for the year	<u>19,867</u>	<u>22,160</u>	<u>42,027</u>	<u>37,196</u>

43rd Bristol (St Mary Magdalene, Stoke Bishop) Scout Group

Payments

for the year ended 31 March 2022

	This year General Fund £	This year Hut Fund £	This year Total £	Previous Year Total £
Activities				
Scouts	1,489	-	1,489	154
Cubs	1,589	-	1,589	90
Beavers	563	-	563	275
Other activities and meeting costs	24	-	24	169
	<u>3,665</u>	<u>-</u>	<u>3,665</u>	<u>688</u>
Premises costs				
Insurance	722	-	722	707
Light and Heat	211	-	211	275
Repairs and cleaning	144	-	144	2,678
Rates	87	-	87	63
Hut rebuilding project costs	-	2,874	2,874	1,315
	<u>1,164</u>	<u>2,874</u>	<u>4,038</u>	<u>5,038</u>
Administration expenses				
Insurance	84	-	84	84
Bank charges and OSM fees	542	-	542	324
Sundry	262	-	262	267
	<u>888</u>	<u>-</u>	<u>888</u>	<u>675</u>
Other expenses				
Books and uniforms	-	-	-	27
Badges and scarves	509	-	509	620
Training and recruitment	60	-	60	-
	<u>569</u>	<u>-</u>	<u>569</u>	<u>647</u>
Purchase of capital equipment				
Equipment	118	-	118	130
	<u>118</u>	<u>-</u>	<u>118</u>	<u>130</u>
Sundry payments				
Thank you functions	89	-	89	-
	<u>89</u>	<u>-</u>	<u>89</u>	<u>-</u>
Total charitable payments	<u>6,493</u>	<u>2,874</u>	<u>9,367</u>	<u>7,178</u>
Fundraising expenses				
Christmas tree sale	-	4,093	4,093	4,055
Quiz Night	-	-	-	20
Hut fund	-	29	29	54
Cafe Cubbacino	-	15	15	-
	<u>-</u>	<u>4,137</u>	<u>4,137</u>	<u>4,129</u>
Total payments for the year	<u>6,493</u>	<u>7,011</u>	<u>13,504</u>	<u>11,307</u>

43rd Bristol (St Mary Magdalene, Stoke Bishop) Scout Group

Statement of Assets and Liabilities

as at 31 March 2022

	This year General Fund £	This year Hut Fund £	This year Total £	Previous Year Total £
Assets				
Cash funds				
NatWest Bank Ltd current account	-	438	438	7,998
CAF Bank Ltd current account	10,000	94,916	104,916	23,833
Shawbrook Bank Ltd	-	-	-	85,000
Redwood Bank Ltd	-	85,000	85,000	45,000
Total funds	10,000	180,354	190,354	161,831
Other monetary assets				
Bristol City Council's Community Infrastructure Levy grant	-	30,000	30,000	30,000
Gift Aid tax claims re sub's and donations	1,830	510	2,340	1,259
	1,830	30,510	32,340	31,259
Non monetary assets for own use				
Wooden Scout Hut (insured value)	310,000	-	310,000	310,000
Scout Hut fixtures and fittings (insured value)	5,000	-	5,000	5,000
Scouting equipment (insured value)	12,000	-	12,000	12,000
	327,000	-	327,000	327,000
Liabilities				
	-	-	-	-

**Independent Examiner's Report to the trustees of the
43rd Bristol (St Mary Magdalene, Stoke Bishop) Scout Group
for the year ended 31 March 2022**

I report to the trustees on my examination of the accounts of the 43rd Bristol (St Mary Magdalene, Stoke Bishop) Scout Group for the year ended 31 March 2022.

Responsibilities and basis of report

As the charity trustees of the 43rd Bristol (St Mary Magdalene, Stoke Bishop) Scout Group you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

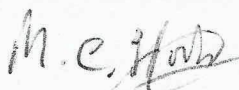
I report in respect of my examination of the 43rd Bristol (St Mary Magdalene, Stoke Bishop) Scout Group accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 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 giving me cause to believe that in any material respect:

- accounting records were not kept in respect of the 43rd Bristol (St Mary Magdalene, Stoke Bishop) Scout Group as required by section 130 of the Act; or
- the accounts do not accord with those records.

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.



Martin Horton
Independent Examiner
Westbury-on-Tym, Bristol

24 May 2022