



# 148th Bristol (1<sup>st</sup> Stockwood) Scout Group Trustees' Annual Report

## For the period

From :

06/04/20

To:

05/04/21

## Section A – Administration Details

Charity Name	148 <sup>th</sup> Bristol (1 <sup>st</sup> Stockwood) Scout Group						
Registered Charity Number	3	0	2	1	7	7	
Charity Address	76 Maes Knoll Drive Whitchurch Bristol						
Postcode	B	S	1	4	0	F	F

Scout Association Registration Number	1	0	0	1	3	6	6	5
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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	Position	Date Acted (if not for whole year)
Andy Dyer	Group Scout Leader	n/a
Andy Bracey	Treasurer	n/a
Chris Osborne	Chair	n/a
Jill McClelland	Secretary	n/a

Details of other advisors:

Bank Details	Lloyds Bank						
Address	1/3 London Road East Grinstead West Sussex						
Post Code	R	H	1	9	1	A	H

Advisor Type	Independent Examiner						
Advisor Name	Janet Ballinger						
Address	59 Beeches Road Cheltenham						
Post Code	G	L	5	3	8	N	J
Dates Examined	10/05/21						

## **Section B – Structure, Governance and Management**

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.

The Group is a trust established under its rules which are common to all Scouts.

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

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 Leaders, individual section leaders (if opted to take on the responsibility) and parent's representation and meets every 3 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.

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 capitation fees contributes to the Scout Associations national accident insurance policy. Risk Assessments are undertaken before all activities.

Reduced income from fund raising. The Group is primarily reliant upon income from subscriptions and fundraising. 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 – 18. 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 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 a comprehensive insurance policies to ensure that insurable risks are covered.

### **Section C – Objective and Activities**

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.

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**

See the attached reports (Appendix 1) from the various Scout Section Leaders together with the Chairman and Treasurers report for an overview of the work carried out in the preceding 12-month period.

### **Section E – Financial Review**

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 £4.75k.

The Group held reserves of approximately £5k against this at year end. This in line with the level required for operating expenses.

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.

The Group Executive regularly monitors the levels of bank balances and the interest rates received to ensure the group obtains maximum value and income from its banking arrangements. Occasionally this may involve using an account that requires a period of notice before funds may be withdrawn, before doing so the Group Executive considers the cash flow requirements.

See the attached summary of accounts for further information (Appendix 2).


#### Section F – Plans for the Coming Year

See the attached reports (Appendix 1) from the various Scout Section Leaders together with the GSL's report for an overview of the plans we have proposed together with planned activities and events for the forthcoming year.


#### Section G – Declaration

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

Signed on behalf of the Charities Trustees:

  
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Name	Andy Dyer
Position	Group Scout Leader
Date	30/07/21

  
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Name	Chris Osborne
Position	Chair
Date	30/07/21

## **Appendix 1**

Annual Report



## GSLs Report 2020 to 2021

This report covers the period 1<sup>st</sup> April 2020 to 31<sup>st</sup> March 2021. During the year we have had section meetings by Zoom and face-to-face (but with limitations in place). Although not the same as meeting together, the Zoom sessions provided an opportunity for those who wanted, to meet up with their friends, which I think was unbelievably valuable for many. Thanks to everyone who took part, and joined in, and leaders for organising.

There will be more from each of the sections later, but I would like to mention the following:

Katie has made a great start with the Beavers, with the support of Penny, Lisa, and various parents.

Sarah Chilcott joined us as Cub Scout Leader of Tuesday pack. Sarah and Tanya, with the other leaders, have worked very well together, sharing programmes and Zoom meetings as necessary for the two packs. I am pleased to welcome Hannan Bracey back to the group as a Cub Leader.

The Scouts have been working outside whenever possible, learning lots of new skills, thanks to Tim and the other Scout Leaders. I am also pleased to be able to welcome Lilly Price back to the group as a Scout Leader.

Unfortunately, the 'Pegasus' Explorer Scout Unit (for 14 to 18-year olds) has closed during lockdown due to insufficient leaders. We will continue to assist leavers from the Scout Troop to find a way to continue their Scouting.

The Beaver and Cub waiting lists have grown, and we are now in a difficult position. The Beaver waiting list includes 15 children who are already six years old, and some who are seven. The Cubs also have 8 children on their waiting list who are already eight years old. The Scout Troop is now full, with the additional issue that over the next two years we will have less Scouts turning 14 and leaving than Cubs who will move up the Troop. The answer is clearly to re-open the second Beaver Colony and the second Scout Troop. We have enough young people, but not enough Adult volunteers!

Thank you to all the volunteers who have given up their time over the last year; and as I think it is important to recognise the time and wisdom that they give to the group, they are:

Beavers - Katie Frankze, Penny Herrington & Lisa Hannan;

## **GSLs Report 2020 to 2021**

Cubs -Tanya Bracey, Sarah Chilcott, Karen Gibbons, Helen Osborne, Jackie Loader, Sarah Hollow, Richard Staniland, Hannah Bracey & Nick Lloyd;

Scouts - Tim Jones, Paul Carter, Andrew Cole, Kyle Freethy, Lilly Price, & Lee Pearce;

Group Committee - Chair Chris Osborne, Treasurer Andy Bracey, Secretary Jill McClelland;

We also have several Young Leaders (who are Explorer Scouts) and make a valuable contribution to the section and the group.

Thank you all!

Looking forward, we hope to be able to plan some camps later in the year, but at the present time, there is no clear indication when this will be allowed. We also hope to be able to sort out the waiting list issue.

We are always on the lookout for new volunteers in the group, working with the young people or providing support in the background. As mentioned before, we need more volunteer leaders so that we can provide Scouting to all in Stockwood who would like to join. We will be starting a recruitment drive soon, but in the meantime, please have a think about the ways that you can support our young people to get the most from the Scouting Adventure; and chat with any of the leaders or me. Training and support are always available!

Yours in Scouting  
Andy Dyer  
Group Scout Leader

## Beaver Report for AGM

Since taking up the position of Beaver leader in August, we've obviously had quite a mix of both face to face and zoom sessions which whilst understandably didn't appeal to every Beaver, did keep a majority of the existing Beavers attending every week. When meeting face to face during restrictions we were only able to have 15 young people so we ensured the colony didn't go above this and we were regularly seeing 10 to 12 Beavers when meeting on zoom, which was great. We are now able to increase our numbers as advised by the Scout Association so we have 15 enrolled Beavers and 5 new Beavers. Our aim is to gradually increase this to 24 Beavers over the next month.

Penny and Lisa remain as assistant leaders, which has been invaluable to me since I started. We have a number of regular parent helpers, which we are always hoping to increase but 6 of these parents are also scouting DBS checked.

Our zoom sessions have involved biscuit decorating, craft, lego challenges, mini pirate adventure a talent show, guest talks from Guide Dogs Association and Xplore space centre and of course plenty of games. It was amazing how the Beavers didn't ever seem to tire of scavenger hunts.

During our face to face sessions we have made bug hotels, first aid and 999 calls, morse code, planting sunflowers and gone off site for local walks and stick collecting. We've also had a lot of fun at our Halloween, Christmas and Easter parties.

We have worked on several badges since September, including Disability Awareness, Communication, Health and Fitness, Emergency Aid, Builder and Creative.

Our biggest pressing issue is Waiting Lists. At Beavers we have a very extended list including children who are already of Beaver age, which we don't like to see as we want to give as many young people a possible the chance to join Scouting, so this is something we are addressing across all of the sections.



The Cubs section has continued to go from strength to strength. We've had a strange year, but an enjoyable (for the most part) one. It couldn't have happened without the other leaders. Sarah Chilcott, Helen Osborne, Jackie Loader & Nick Lloyd with Tuesday cubs. Richard Staniland, Karen Gibbon, Hannah Bracey & Sarah Mamo with Wednesday cubs. Both packs have some amazing young leaders, Katie Day joining the Tues cubs during lockdown. Wednesday lost Ethan as he started an apprenticeship, Hannah turned 18, but became a section assistant. Luckily, we kept hold of Sophie & have now also been joined by Lexie. The cubs love having them all around, they all have masses of experience & are a big part of the team.

Much of the year was run over zoom with periods in between when we could run face to face with limited numbers. Although we couldn't always meet, I was conscious that I wanted the cubs to get as much from our zoom sessions as possible. A little bit of normality & routine for them. Zoom sessions seeing us taking part in drumming workshops, cooking together, a CSI session with an ex-police officer. Science experiments, quizzes, taekwondo & so much more. Cubs were slightly disappointed when the zoom sessions ended. Our face-to-face meetings have been outside, in wind, sun & rain. We've gone back to basics, lit fires, hiked, played games & even had a Christmas party in March!

Lockdown hasn't stopped the fun & creativity; the cubs have taken full advantage of the badgework we gave them. From April 2020 until the end of March 2021 the cubs have earned a total of 238 badges & 11 Silver awards. Well done everyone.

I'm certainly glad to be back to face-to-face sessions. Seeing them in person after such a long time was lovely, they all grew, some are even as tall as me! Cubs have gone back to basics to start with especially as we are outside & the evenings are lighter. We are enjoying fire lighting, food, hikes & even knots. Lockdown has seen us lose a few cubs, whether they've moved up to scouts or decided not to return, this has given us room to move up some beavers & take some cubs from our waiting list. Which for us right now is perfect.

Running both packs was only temporary, as it's a huge amount of work. Thankfully Sarah Chilcott agreed to take on Tuesday cubs running alongside Helen. Unfortunately, both Sarah Mamo & Jackie Loader have stepped back from cubs, however they'll still be about to help whenever we need them. Thanks ladies, your help over the last few years has been invaluable. We'll all miss you massively.

Whatever the months ahead bring to cubs I'm sure we'll make the most of it & have many more adventures. As soon as we can I plan to get some nights away booked, we have lots to catch up on. Fingers crossed it won't be too long.

Tanya Bracey (Akela)

Last year was again an odd year for The Troop, lockdown was still in effect but we still got on with it.

We managed to keep up our work online utilising zoom and a few tasks set to do at home.

We managed to get back to the HQ for a few weeks in Aug to practice some fire lighting and basic scouting skills.

September to October we taught the scouts the art of playing conkers, making butter, acorn coffee and vegetable pasties. Then it was back into lockdown and back to Zoom!

Most of the scouts got involved in the online sessions where we completed some first aid, learned about space, each other, scouting and played kahoot quizzes and scribble games.

The next time we were back at the HQ was April when the government started to ease the lockdown. We started off with our spring session inviting the scouts to the HQ to do a variety of activities over the weekend. They made some ovens from bins, raised beds for plants, learned about space and completed some team building and problem solving tasks.

As lockdown was eased further we moved back to Thursday evenings at the Scout hut and we are currently working through our programme concentrating on health, fitness and wellbeing.

Our plans for the near future will be camping, cycling and working towards completing more activity and challenge badges.

Paul Carter was awarded his bar to his silver acorn, another great achievement for Paul.

The Scouts earned over 40 activity and challenge badges between them.

We have also welcomed Lilly, an ex Scout from 148th as a new section helper into the Troop.

The troop is growing in strength and we are looking forward to what the Scouts can achieve over the next year.

As always thank you to all those that help out with the troop. Helping out on Thursday nights, coming along on camps and activities with us, helping clean, helping with the fundraising, attending work parties in the pouring rain, transporting Scouts and equipment, passing on skills, maintenance of the HQ and grounds, building, painting and any other tasks that need doing whether big or small. Without you guys, we would not be able to run the troop. Thank you.

**Appendix 2(a)**

Statement of Accounts

## Balance Sheet 2020/2021

<b>Brought Forward Figures</b>		<b>Main ledger</b>	<b>8446.06</b>	
	Beaver	3.31		
	Cubs	7.66		
	Scouts	14.50		
	Fundraising	1158.61		
			<b>1184.08</b>	
				<b>9630.14</b>
<b>Income</b>		<b>Main ledger</b>	<b>28,249.36</b>	
	Beaver	0.00		
	Cubs	1489.00		
	Scouts	72.06		
	Fundraising	78.00		
			<b>1639.06</b>	
				<b>28,888.42</b>
<b>Expenditure</b>		<b>Main ledger</b>	<b>12,486.44</b>	
	Beaver	362.28		
	Cubs	1,563.19		
	Scouts	346.60		
	Fundraising	0.00		
			<b>2,272.07</b>	
				<b>14,758.51</b>
<b>Carried Forward</b>		<b>Main ledger</b>	<b>22,497.97</b>	
	Beaver	3.31		
	Cubs	7.66		
	Scouts	14.50		
	Fundraising	1,236.61		
			<b>1,262.08</b>	
				<b>23,760.05</b>
<hr/>				
<b>Income</b>		<b>Expenditure</b>		
Subs	11,904.00	Infrastructure	3,070.23	
Camps/Sections	3,457.88	Utilities	1,130.70	
Gift Aid	2,260.52	Insurance	975.06	
Fundraising	363.52	Cleaning	1,051.65	
Interest	1.50	Equipment	586.97	
Donations/Grants	10,500.00	Camps/Sections	2,173.01	
Other	301.00	Scout Association	3,407.50	
Clothing	0.00	Training	0.00	
Hall Rental	100.00	Pandemic Refunds	2363.39	
<b>Total</b>	<b>28,888.42</b>	<b>Total</b>	<b>14,758.51</b>	



**Appendix 2(b)**

Independent Examiners Report to the Trustees

# England & Wales

**Template 1: Unqualified report for a non-company charity preparing receipts and payments accounts with a gross income of £250,000 or less in the relevant financial year**

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## **Independent examiner's report to the trustees of 148<sup>th</sup> Bristol (1<sup>st</sup> Stockwood) Scout Council**

I report to the trustees on my examination of the accounts of the 148th Bristol (1st Stockwood) Scout Group for the year ended 5<sup>th</sup> April 2021.

### **Responsibilities and basis of report**

As the charity trustees of the 148th Bristol (1st Stockwood) 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 148th Bristol (1st Stockwood) 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.

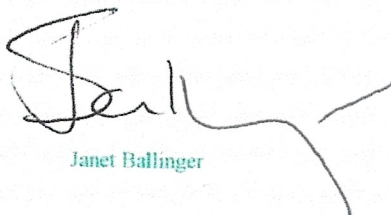
### **Independent examiner's statement**

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:

1. accounting records were not kept in respect of the 148th Bristol (1st Stockwood) Scout Group as required by section 130 of the Act; or
2. 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.

Signed:



Name:

Janet Ballinger

Relevant professional qualification or membership of professional bodies (if any): F.C.C.A

Address:

59 Beeches Road, Cheltenham, GL53 8NJ

Date:

10<sup>th</sup> May 2021