



Trustees' Annual Report for the period

Period start date		Period end date	
From	01 January 2021	To	31 December 2021

Section A Reference and administration details

Charity name 1st Crookham (Odiham District) Scout Group

Other names charity is known by

Registered charity number (if any) 302270

Charity's principal address 39 Velmead Road
Fleet
Hampshire
Postcode GU52 7LJ

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Helen Payne	Group Secretary		AGM
2	Mark Medler	Group Scout Leader		Ex-officio
3	Mark Brook	Assistant Group Scout Leader - Camping		Ex-officio
4	Iain Soars	Quartermaster		AGM
5	Stephen Davis	Assistant Treasurer and Gift Aid co-ordinator	Resigned 22/6/2022	AGM
6	Jeremy Styles	Assistant Group Scout Leader - Cubs		Ex-officio
7	Sujata Sinha	Chair		AGM
8	Janette Mann	Group Treasurer		AGM
9	Toby Roe	Assistant Group Scout Leader - Scouts		Ex-officio
10	Martin Cair	Assistant Group Scout Leader - Beavers		Ex-officio
11	Emma Evans	100 Club Co-ordinator		AGM
12	Richard Barnard	Assistant Treasurer and Gift Aid co-ordinator	Appointed 22/06/2022	AGM

Section B Structure, governance and management

Description of the charity's trusts

Type of governing document The Group's governing documents are those of the Scout Association.

(eg. trust deed, constitution)	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 (eg. trust, association, company)	The Group is a trust established under rules which are common to all Scouting groups.
Trustee selection methods (eg. 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)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

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 the Chair, Treasurer and Secretary together with the Group Scout Leaders, individual section leaders and key staff responsible for aspects of the administrative function, meets every 2 months.

Trustees are generally recruited through the parent membership of the Scout group.

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:

Reduction or loss of members - The Group provides activities for all young people aged 6 to 14 aimed to be challenging and rewarding. 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. Currently there is a waiting list and numbers are healthy.

Damage to the building, property and equipment - The Group currently owns its den and maintains the property and grounds, which are leased from the council. The Group has sufficient buildings and contents insurance in place to mitigate permanent loss.

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. Any accidents are followed by a 'lessons learned' session to

help mitigate further recurrences.

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. Subscriptions are set based upon a benchmarking of local and national rates. The Group also engages in ad-hoc fund-raising initiatives which are promoted against specific activities or events. Finally, the Group is committed to fund-raising in order to finance a replacement Scout hut which is reaching end-of-life.

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 or, in the worst-case scenario, the complete closure of the Group.

Section C

Objectives and activities

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

The objectives of the group are as a unit of the Scout Association.

The Aim of The Scout Association is to promote the development of young people in achieving their full physical, intellectual, social and spiritual potentials, as individuals, as responsible citizens and as members of their local national and international communities.

The method of achieving the Aim of the Association is by providing an enjoyable and attractive scheme of progressive training, based on the Scout Promise and Law and guided by adult leadership

The Scouts offer a range of activities intended to foster physical, mental, creative, character-building and ethical development, whilst providing enjoyment and a degree of challenge.

Our Group aims to provide variety through a range of activities that will keep young Scouts engaged.

Some activities are intended to support the community at large and include litter collection and the tidying of municipal areas.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

Summary of the main achievements of the charity during the year

2021 was another challenging year with Spring term spent in virtual scouting and a quick return to face-to-face activities when restrictions were lifted from the summer onwards. It's a credit to all involved that a program was maintained throughout with regular contact for the young people.

Thus, the group has continued to successfully run 3 Beaver colonies, 3 Cub packs and 3 Scout troops with 190+ youth members, 45 uniformed leaders and a full Executive and, at time of writing, is still full to capacity. By year end the waiting list remained with 20 waiting for a Beaver place, 25 for a Cub place and 12 for a Scout place.

Leadership was well provisioned, and comparatively strong overall, with several welcome new faces joining the group, mostly in Beaver leadership. However, we have again had some experienced people moving on from the Scout sections and have ongoing need for additional coverage at this level. If anyone is interested in getting involved, please let us know.

All sections conducted a full program for the year with virtual meetings in the spring term and a return to face-to-face for the summer autumn terms. Beavers started the year with Zoom based Fun & Games, Escape Room, Scottish Evening, Skills for Life, Army Flying Museum, Guide Dogs, Founders Day Denboree, Pancakes, Truffles, Pioneering, Forensics & Experiments. The summer term saw a return to regular meetings with Fun & Games, Scouting Skills, Fire and Campfire Cooking, Tomahawks, Treasure Hunt Chip Hike, Bridge Building, Den Building, Outdoor Games, Family Hike, Japanese Evening & Olympics and Beaver Camp to round the term off. The outdoors focus continued into the autumn term with Fire Lighting/Camp Fires, Autumn Camp, Community, Global Issues, Experiments, Guy Fawkes, Bonfire & Fireworks, Spy Challenge, Remembrance Parade, Drumming, Safety, Road Safety Chip Hike & Trampolining.

Cubs followed a similar pattern virtual Scrapheap Challenge, Escape Room, Quiz, Skills, Canada Zoom, Taekwondo, Cartoon Artist & Drumming. Cubs also returned face-to-face for the summer with Tomahawks/Hike, Air Rifles/Fire, Cycle Maintenance, Great British Spring Clean, Skater/International, Cycle Ride, FOBP & Water Activity. Cub Camp was held at Pinsent in June as day camp. The autumn term included Basingbourne Park Maintenance, Fires & Cooking, Archery & Rifles, Sponsored Hike, Money Skills, Fireworks, Hike, Remembrance Parade, Team Building, Christmas Crafts, Show & Tell and a Christmas Surprise.

Scouts were also virtual for the first term with a focus on World Challenge – Escape Room, Race to Scotland, Murder Mystery, what3words Challenge, Canada Zoom, Pancakes/Home Cook, Robs/Mark's Epic Adventures, Harder Escape Room and Geo-Caching. The summer term included Historical Chip Hike, Camp Cooking, Pioneering Refresher & Assault Course, Bee-Keeping, Sharp Edges, Camp Prep, Cycle Maintenance & Ride, Water Activity, FOBP, Bike Orienteering, Camp Prep & Games but there was no summer camp. At the start of the autumn term scouts finally visited Brooklands Museum followed by Fleet Cemetery Maintenance, Backwoods Cooking, Pioneering, Sponsored Hike & Camp, Wide Games, Above Ground Camp, Fireworks, Shooting, Emergency Aid, Orienteering, AED Hike, Scuba and a Christmas Party to round the year off.

All our Young People deserve our thanks and congratulations for their perseverance though the year, adapting to the different types of scouting and for their flexibility and patience as the program shifted from virtual to normal scouting.

As ever, thanks must go to all the adults and parents who are involved in supporting the group; both on the section leadership side and less visibly, but just as importantly, executive support side. Everyone's support, for both the group and Scout UK movement, has been particularly appreciated through the COVID crisis.

Section E

Financial review

Brief statement of the charity's policy on reserves

The Group's policy on reserves is to hold reserves at least equal to cover expenditure for a term plus annual capitation fees. This would enable the Group to continue its charitable activities should income and fundraising activities fall short.

It is also holding funds collected in preparation for the future improvement and towards eventual replacement of the Scout Group's premises. Furthermore, in the event that the lease is terminated for any reason, there is an obligation placed by the council to potentially return the land to its former state without the building, so some funds are held back for prudence.

Details of any funds materially in deficit

N/A

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 including any ethical investment policy adopted.

The pattern of activity followed the progress of the pandemic, with online-only activities at the beginning of the year, moving back to face to face activities towards the end of the year.

The Group overall made a surplus of £14,617.94 for the year ended 31st December 2021 (£22,169.78 y/e 31/12/2020). This can be split as follows:

'Group activities': surplus of £1,547.83:

- The Group aims to break even on its normal activities in any one year (i.e. excluding Den fundraising and expenditure).
- In 2021 we ended with a small surplus which will be rolled over into 2022 and spent on Scouting activities.

'Den fundraising': surplus of £13,070.11:

- We were successful in claiming government Coronavirus grant support of £18,073, which has been allocated to Den Fundraising.
- Towards the end of 2021 we were able to get back to more 'normal' fundraising activities for the Den, including the 'fun day' at the Wyvern in September 2021, Rob Harborne's epic Continental Divide Trail hike and the allied fundraising activities of the Beavers, Cubs and Scouts 'at home', and running 'Santa's grotto' at the 2021 Fleet festivities.
- During the year we continued to fund preparatory work for the eventual den replacement, including architects' fees (£8,064.00), a tree survey (£570.00) and structural engineering preparatory work (£6,000.00). We also paid for advice on completing large-scale grant applications (£6,157.44).

The Statement of Assets shows that the group has reserves at 31 December 2021 of £105,413.64 at year end (£90,795.70 at 31 December 2020). The funds are held as working capital and as a reserve in the event of business interruption (£35,897.10) and for the purpose of the future improvement or eventual replacement of the den (£69,516.54). Our policy of holding a level of 'general' reserves continues to ensure that we are in a good position financially as we move out of the initial phases of the pandemic and has allowed us to keep subscription fees in 2022 constant even as our costs increase.

Section F

Other optional information

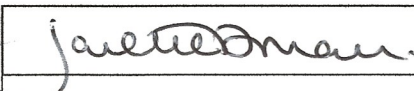
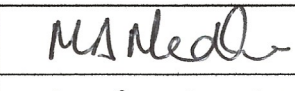
N/A

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)	JANETTE MANN	MARK MEDLER
Position (eg Secretary, Chair, etc)	TREASURER	GROUP SCOUT LEADER.
Date	24/10/22	

1ST CROOKHAM (ODIHAM DISTRICT) SCOUT GROUP

Registered Charity Number 302270

Financial Statements for the Year ended 31st December 2021

	1st Crookham Scouts Year to 31-Dec-21 £	Den Fundraising Year to 31-Dec-21 £	Total Year to 31-Dec-21 £	Year to 31-Dec-20 £
INCOME				
Membership subscriptions	22,365.00		22,365.00	18,230.00
Less: Membership subscriptions paid on (District) -	7,812.00		7,812.00 -	8,350.50
Den rebuilding fundraising	-	14,748.84	14,748.84	5,104.99
Donations/grants	-		-	-
Hall Hire	1,325.00		1,325.00	620.00
T-Shirts	304.00		304.00	56.00
Hart District Council grant		18,073.00	18,073.00	11,334.00
Hart Voluntary grant	-		-	300.00
Hampshire CC Grant		-	-	700.00
Gift Aid	-	1,738.62	1,738.62	10,574.03
Camps / Activities	4,149.00		4,149.00	-
100 Club	200.00		200.00	150.00
Miscellaneous	-		-	57.99
Total Income	20,531.00	34,560.46	55,091.46	38,776.51
EXPENDITURE				
Utilities & Cleaning	2,529.32		2,529.32	2,726.57
Insurance	1,814.47		1,814.47	1,846.56
Repairs & Maintenance	30.99		30.99	3,143.46
Website costs	147.47		147.47	147.47
Badges	2,071.68		2,071.68	1,438.55
Den rebuild expenses		15,053.52	15,053.52	810.00
Den rebuild fundraising expenses		6,436.83	6,436.83	332.74
Courses / Uniforms	39.90		39.90	453.60
T - Shirts	200.00		200.00	-
Equipment	254.53		254.53	1,437.01
Section Expenses	5,772.94		5,772.94	3,218.63
Camps / Activities	4,634.92		4,634.92	73.00
Miscellaneous	663.65		663.65	387.65
Fundraising Expenses	-		-	-
Online payment fees/ charges	823.30		823.30	591.49
Total Expenditure	18,983.17	21,490.35	40,473.52	16,606.73
Surplus / (Deficit) for the year	1,547.83	13,070.11	14,617.94	22,169.78

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STATEMENT OF ASSETS

	Year to 31-Dec-21	Year to 31-Dec-20 £
Total Assets brought forward	290,795.70	268,625.92
Surplus / (Deficit) for the year	14,617.94	22,169.78
Total Assets carried forward	305,413.64	290,795.70
Represented by:		
Headquarters (February 2016 valuation)	200,000.00	200,000.00
Total Non Monetary Assets Note 1	200,000.00	200,000.00
HSBC Current Account	22,886.28	24,063.68
Barclays main current account	11,869.98	0.00
Barclays den current account	69,516.54	65,848.51
Cash	358.69	105.30
Section Funds Note 2	782.15	778.21
Total Monetary Assets	105,413.64	90,795.70
Total Assets	305,413.64	290,795.70

Note 1: A valuation of the den for insurance purposes was undertaken and agreed by the Executive committee in 2016

Note 2: Included in Section funds is a liability amount of £2.68 owed to the Normans section leader. This balance was cleared in January 2022.
Total cash held by section leaders was as follows:

	£
Cash held by section leaders	784.83
Amount owed to Normans section leader	2.68
Net section funds as shown above	782.15

Independent examiner's report to the trustees of 1st Crookham (Odiham District) Scout Group

I report to the trustees on my examination of the accounts of the 1st Crookham (Odiham District) Scout Group for the year ended 31st December 2021.

Responsibilities and basis of report

As the charity trustees of the 1st Crookham (Odiham District) 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 1st Crookham (Odiham District) 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 1st Crookham (Odiham District) 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:

IAN MASTERS FCA 1353184

Relevant professional qualification or membership of professional bodies (if any):

Address:

FLEET HAMPSHIRE

Date:

6/6/22