

Trustees Annual Report for 1st Harpenden Scout Group

For the Period: 01/01/22 to end date 31/12/22

Reference and Administration Details

Charity name	1 st Harpenden (Methodist) Scout Group
Other names charity is known by	1 st Harpenden Scout Group
Registered Charity Number	302529
Charity's Principal Address	Granary Lane Scout Hut (off) Cowper Road Harpenden AL5 5NF

Names of the Charity Trustees who manage the charity

Trustee Name	Office (if any)	Dates acted if not the whole year
Karen West	Chairman	
Claire Petevinos	Secretary	01/01/2022-25/9/2022
Katie Beard	Acting Secretary*	25/09/2022-31/12/2022
Andrew Wrentmore	Trustee, Group Scout Leader (GSL)	
Jane Thomas	Trustee	
Steve Cast	Trustee	31/12/2021 - 11/05/2022
Alan Grace	Trustee	
Andrew Bartlett	Treasurer - out going	31/12/2021 - 30/05/2022
Sam Nash	Treasurer	01/06/2022 - 31/12/2022

*tenure was pending DBS and training completion.

Professional Advisors

Type of Advisor	Name	Address
Independent Examiner	Paul Hunt	16 Welbeck Rise, Harpenden, AL5 1SN
Bank	NatWest	10 St Peter's Street, St Albans AL1 3LY

Structure, Governance and management

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.

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 Leader, individual section leaders and parent's representation and meets half termly.

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
- 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

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 policy to ensure that insurable risks are covered.

Objectives and Activities

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 leaders provide an enjoyable and attractive scheme of progressive training based on the Scout Promise and law, and guided by the Scout Association's balanced programme. This method involves young people working in partnership with adults; enjoying what they are doing; participating in varied and progressive activities; working in groups; taking part in activities outdoors; sharing in prayer and worship; challenging themselves in a safe environment; and making and living out their Scout 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.

Achievements and Performance

Each section organises various opportunities for the young people to experience new challenges. Here is a summary of the activities provided following the balanced programme provided by the Scout Association:

1. Hike and sleepover at 10th Harpenden
2. Weekend summer camps including zorbing, orienteering, caving, rifle shooting and cooking on open fires
3. Bike rides
4. Den building and swing making at Nomansland Common
5. A trip to the fire station
6. Raft building and racing on the River Lea
7. Scouting skills - using axes, knives and lighting fires
8. A football tournament
9. A sports day

Financial Review

Reserves Policy

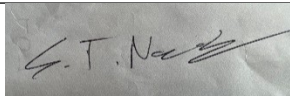
The Group's policy on reserves is to hold sufficient resources to continue the charitable activities of the group should income and fundraising activities fall short. The Group Executive Committee considers that the group should hold a sum equivalent to 12 months running costs, circa £5,000.

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.

Declaration

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

Signatures	KMWest	
Full names	Karen West	Sam Nash
Position	Chairman	Treasurer

Date:

1st Harpenden Accounts Sum

Year 2022

Summary

2021

Natwest Current Account	31,728.98
Haarlem Funds (included in the amount above)	
Committed Funds (uncleared)	
Petty Cash	
Total Cash Reserve	31,728.98

Natwest Current Account

Income

Subscriptions
Fund Raising
Donations
Loan
Activities
Camp
Summer Camp
Gift Aid
Miscellaneous
Fleeces/T-shirts
Hut Lettings
Misc

Expenditure

Equipment
Activities
Badges
Misc
Training
Admin
County Subs
Insurance (Premises)
Electricity
Hut Maint.
Water rates
Fund Rasing Expenses
Sundries
Camp Expenses

Scout Summer Camp
Covid Expenses
Petty Cash
Sub total costs

Net Cash Flow

Bank Balance - Brought Forward 31/12/20 12/31/2021

Bank Balance - Carried Forward

31-Dec

Committed Funds

Unreconciled Income

Uncleared Cheques /Payments

Cashbook Balance

Haarlem Fundraising

Camp Funds

Payments

Net

Camp Balance Carried Forward

Uncommitted Funds

Summary

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2022

39,408.30	
1,096.96	Fund Raising 2021 + Refund
0.00	
0.00	
38,311.34	

	143
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£ 14,847.81	Forecast	16,445	
£ 1,934.99		-	Calculated from sheets
£ 900.98		-	
£ -		-	
£ 13,447.93		-	
£ 1,246.02		-	
£ -		-	
£ -		2,725	
£ 87.50		-	
£ -		-	
£ 125.00		-	
£ -		-	
£ 32,590.23		19,170	

£ 1,349.45		2,000	
£ 9,182.12		1,300	£ 4,265.81
£ 1,053.03		1,000	
£ 1,233.42		-	
£ -		-	
£ 230.67		500	
£ 6,864.00	£ 48.00	6,864	
£ 1,331.54		1,300	
£ 300.45		350	
£ 1,471.18		1,000	
£ 280.48		400	
£ 134.48		600	
£ -		-	
£ 816.54		-	

£	663.55
£	-
£	-
£	24,910.91

	-
	-
	-
£	15,314.00

£	7,679.32
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		offset
£	31,728.98	17
	Expected - Bal = 0	12/30/2022
£	39,408.30	39,408.30
	0.00	0.00

£	-
£	-
£	39,408.30

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	£	1,096.96
£	-	
£	-	
£	1,096.96	

£ 39,408.30

Key
To be entered

portion of subs to fixed expenses	###
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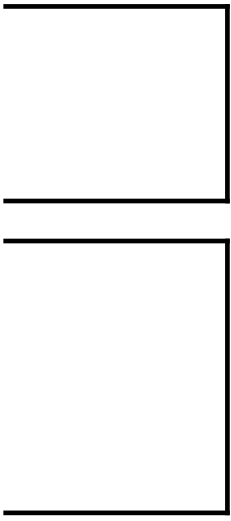
Cash Reserve			
	£	9,414.00	Min expected cash reserve level expected to be circa 7-8k ap
			County subs
			Insurance prem
			Electric
			Water
			Admin (OSM etc.)

end of moth Balance

0	1	2	3
3-Jan-22	1-Dec-21	3-Mar	10-Mar
31,728.98		38,416.80	34,407.26

approx one year of fixed costs

4	5	6	7	8
30-Mar	31-Mar	4-May	16-May	31-May
35,370.66	35,593.42	37,496.94	£38,181.90	£39,809.50



9	10	11	12	13
28-Jun	30-Jun	31-Jul	31-Aug	28-Sep
£40,185.54	£40,237.45	£39,624.32	£39,672.49	40,479.46
one GC payment 51.91 GC				

14	15	16	17	18	19
30-Sep	31-Oct	30-Nov	30-Dec		
39,560.04	39,882.13	39,416.29	39,408.30		
2 GC payment 309					

1st Harpenden Accounts Summary

Year 2022

Summary

	2021	2022
Natwest Current Account	31,728.98	39,408.30
Haarlem Funds (included in the amount above)		1,096.96
Committed Funds (uncleared)		0.00
Petty Cash		0.00
Total Cash Reserve	31,728.98	38,311.34

Natwest Current Account

Income

Subscriptions	£ 14,847.81
Fund Raising	£ 1,934.99
Donations	£ 900.98
Loan	£ -
Activities	£ 13,447.93
Camp	£ 1,246.02
Summer Camp	£ -
Gift Aid	£ -
Miscellaneous	£ 87.50
Fleeces/T-shirts	£ -
Hut Lettings	£ 125.00
Misc	£ -
Sub Total Income	£ 32,590.23

Expenditure

Equipment	£ 1,349.45
Activities	£ 9,182.12
Badges	£ 1,053.03
Misc	£ 1,233.42
Training	£ -
Admin	£ 230.67
County Subs	£ 6,864.00
Insurance (Premises)	£ 1,331.54
Electricity	£ 300.45
Hut Maint.	£ 1,471.18
Water rates	£ 280.48
Fund Raising Expenses	£ 134.48
Sundries	£ -
Camp Expenses	£ 816.54
Scout Summer Camp	£ 663.55
Covid Expenses	£ -
Petty Cash	£ -
Sub Total Costs	£ 24,910.91

Net Cash Flow

£ 7,679.32

Bank Balance - Brought Forward 31/12/2022

£ 31,728.98

Bank Balance - Carried Forward

£ 39,408.30

I have examined the Accounts for the Year Ended 31 Dec 2022 which have been produced on a Receipts and Payments Basis. In my opinion the statement reflects a True and Fair view of the Financial Accounts

Paul Hunt

Paul Hunt (CIMA)