



1<sup>st</sup> Mill End Scout Group

Annual Accounts

For the Year Ended

31<sup>st</sup> December 2021

Consolidated Accounts

Charity Commission registered number: 302564

1<sup>ST</sup> Mill End Scout Group

Annual Accounts

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**1<sup>st</sup> Mill End Scout Group**  
**Trustees Report For the Year Ended**  
**31<sup>st</sup> December 2021**  
**Charity Commission Registered Number: 302564**

The trustees present their report and consolidated accounts for the year ended 31 December 2021

**Reference and Administration Details**

The trustees were:

Amit Bij (Group Chair)  
Barbara Hargreaves (Group Secretary)  
Louise Seers (Group Treasurer)  
Lee Jasper (Scout Leader)

The Group's Bankers are:

Barclays Bank  
6 Church St,  
Rickmansworth  
WD3 1BT

**Structure, Governance and Maintenance**

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 on 13<sup>th</sup> September 1938, upon the Boy Scouts Association Trust Deed of 1935.

The Trustees are appointed in accordance with the Policy, Organisation and Rules of the Scouts 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 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 representation. The Committee meets approximately every 2 months and exists to support the Group Scout Leader in meeting the responsibilities of the appointment. The committee is responsible for :

The Maintenance of the 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 (where necessary and other than those who are elected).

### **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 for concern that have been identified are:

Damage to building, property and equipment. The Group has sufficient buildings and contents insurance in place to mitigate against permanent loss;

Injury to leaders, helpers, supporters and members. Through capitation fees, the Group contributes to the Scout Association's national accident insurance policy. Risk Assessments are undertaken before all activities;

Reduced income from fundraising. The Group is less reliant on fundraising income due to the fact that it received £9,000.00 from the rental of the hall during the year. However, the Group holds a reserve to ensure the continuity of activities should there be a major reduction in income.

Reduction or loss of leaders. The Group is totally reliant on 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 of the Group as a whole, then there would be a contraction, consolidation or closure of a section and in the worst case scenario, the complete closure of the Group.

Financial mismanagement or loss. The Group policy requires 2 signatories for all payments to mitigate the loss.

### **Objectives and Activities**

The aim of the Scout Association is to promote the development of young people in achieving their full physical, intellectual, social and spiritual potential, 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 guided by adult leadership.

### **Achievements and Performance**

The Group's membership has decreased during the year. In 2020 there were 53 members and in 2021 there were 44 members across all sections (Census figures at 31st January in each year). The Group managed to organise a wide variety of activities during the year but did not participate in any District events.

## Financial Review

### *Reserves Policy*

The Group's policy on reserves is to hold sufficient resources to continue the charitable activities of the Group should the income and fundraising activities fall short. The Group Executive Committee considers that the Group should hold a sum equivalent to 6 months recurring running costs, circa £5,000.

The Group holds reserves of approximately £30,000 against this at the year end. This is well above the level required for operating expenses and would cover more than one year's recurring running costs.

### *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.

## Declaration

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

Signed on behalf of the charity's trustees.

Signature:





<b>Name:</b>	Amit Bit	Louise Seers	Barbara Hargreaves
<b>Position:</b>	Group Chair	Group Treasurer	Group Secretary
<b>Date:</b>	12th May 2022	22nd April 2022	26th April 2022

## Scrutineer's Report to the Trustees of the 1<sup>st</sup> MILL END SCOUT GROUP

I report on the accounts of the Group for the year ended 31 December 2021 which comprise the Payments and Receipts Account and the Statement of Assets and Liabilities.

This report is made solely to the trustees in accordance with sections 43 and 44 of the Charities Act 1993. 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 Scrutineer'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 43(2) of the Charities Act 1993 (the 1993 Act) and that a scrutineer's examination is needed.

It is my responsibility to:

- Examine the accounts (under section 43 (3) (a) of the 1993 Act);
- To follow the procedures laid down in the General Directions given by the Charity Commissioners (under section 43 (7) (b) of the 1993 Act); and
- To state whether particular matters have come to my attention.

### Basis of Scrutineer'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 such matters. The procedures undertaken do not provide all evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

### Scrutineer's statement

In connection with my examination, no matter has come to my attention:

- 1 which gives me reasonable cause to believe that in any material respect the requirements
  - to keep accounting records in accordance with section 41 of the 1993 Act; and
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 1993 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.

Signature: *A.R. Humphreys*  
 Name: *MR. A.R. HUMPHREYS*  
 Address: *59 WILLIAMSON WAY, RICKMANSWORTH, HERTS WD3 8QL*  
 Date: *12th April 2022*

**1st Mill End Scout Group  
Consolidated Receipts & Payments Account  
For the Year Ended 31st December 2021**

	Year Ended 31-Dec 2021	Year Ended 31-Dec 2020
	£	£
<b>RECEIPTS</b>		
Beaver Subscriptions	1,390.00	690.00
Cub Subscriptions	2,590.00	1,985.00
Scout Subscriptions	1,875.00	2,690.00
Uniforms & Badges	—	35.00
Nursery Fees	9,000.00	8,600.00
Per Capita Rebate	88.00	906.00
Interest Received	2.91	6.77
Section Activities	505.00	414.70
Refuse Contributions	270.00	270.00
Gift Aid	1,426.44	-
Online Donations	225.45	136.45
Small Business Grant	-	10,000.00
Local Restrictions Support Grant	11,501.00	-
Business Restart Grant	8,000.00	-
<b>Total Receipts</b>	<b>36,873.80</b>	<b>25,733.92</b>
<b>PAYMENTS</b>		
Equipment and stores	1,006.44	144.57
Uniforms and badges	1,076.31	722.03
Repairs and maintenance	817.28	1,326.00
Refuse and cleaning	1,776.00	1,360.52
Gardening	960.00	1,720.00
Insurances	1,433.29	622.96
Electricity	1,475.23	1,158.92
Online subscriptions (OSM & Quickbooks)	367.50	419.10
Activities	2,181.24	1,271.92
Leader discounts	900.00	750.00
Capitation fees	2,618.00	1,956.00
Water	213.30	214.64
Gocardless fees	155.93	150.66
Donations to other charities	20.00	-
Rent & rates	83.63	-
<b>Total Payments</b>	<b>15,084.15</b>	<b>11,817.32</b>
<b>NET OF RECEIPTS/PAYMENTS</b>	<b>21,789.65</b>	<b>13,916.60</b>
Cash Funds at year end	47,644.13	25,854.48
Cash Funds at previous year end	25,854.48	11,937.88

**1st Mill End Scout Group**  
**Consolidated Statement of Assets & Liabilities**  
**As at 31st December 2021**

	<b>As at 31 Dec 2021</b>	<b>As at 31 Dec 2020</b>
	<b>£</b>	<b>£</b>
Cash funds this year end		
Note: All funds are unrestricted income funds	<b>Unrestricted funds</b>	<b>Unrestricted funds</b>
Cash Funds	47,644.13	25,854.48
Deposit due to nursery	250.00	250.00
Accounts payable	-	
Accounts receivable	- 100.00	- 100.00
Retained funds due to the group	47,494.13	25,704.48
	<b>47,644.13</b>	<b>25,854.48</b>
Cash funds c/f at 31 Dec 2021 comprise:		
Cash on hand - Pulley System	-	404.00
Group current account	17,510.34	5,319.60
Group savings account	30,133.79	20,130.88
	<b>47,644.13</b>	<b>25,854.48</b>



Louise Seers  
Treasurer