

Trustees' Annual Report

For the period

From (start date)

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to end date

3	1	0	3	2	2
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Section A	Reference and administration details
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Charity name

16th St Albans Scout Group

Other names the charity is known by

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Registered charity number (if any)

3	0	2	5	7	5
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HQ registration number

3	0	5	0	2			
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Charity's principal address

59 Firwod Avenue

St Albans

Herts

Postcode

A L 4 0 T D

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	Office (if any)	Dates acted if not for whole year
1	Nigel Welford	Group Scout Leader	
2	Alex Nikitits		
3	Stephen Clarke		
4	Alison Dundjerovic	Treasurer	
5	Bridget Tinson	Chair	
6	Katie Dettmer	Secretary	
7	Emma Keigher		
8	Kathryn Wardle		
9	Kerry Clarke		From 21 July 2021
10	Gillian Shearsby-fox		From 21 July 2021
11	Nilima Patwardhan		From 21 July 2021
12			
13			

14			
15			

Names and addresses of advisers (optional information but encouraged as best practice)
(These will be published in the annual report of the charity)

Type of advisor	Name	Address

Section B	Structure, governance and management
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Description of the charity's trusts

Type of governing document
(e.g. trust deed, constitution)

The Group's 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 the charity is constituted
(e.g. trust, association, company)

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

Trustee selection methods
(e.g. 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 but encouraged as best practice)

You may choose to include additional information, where relevant, about:
a) the induction and training of trustees;
b) trustee consideration of major risks and the systems and procedures to manage them
Policies and procedures adopted for:

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 Chair, Treasurer and Secretary together with the Group Scout Leader, individual section leaders (if opted to take on the responsibility), a co-opted member and elected parent representation and meets 4 times a year or more

regularly if the business of the Committee so requires.

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.

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 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 regularly reviews the subscriptions to ensure they remain at an appropriate level to cover outgoings and could raise

the value of subscriptions to increase the income to the group, 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 to 18. 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.

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	Objectives and activities
Summary of the objects of the charity set out in its governing document	<p>The Purpose of Scouting</p> <p>Scouting exists to actively engage and support young people in their personal development, empowering them to make a positive contribution to society.</p> <p>The Values of Scouting</p> <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>

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.

Summary of the main activities in relation to these objects

The 16th St Albans Scouts Group engage in a diverse range of activities that are consistent with the Values of Scouting. Details of these activities are provided in section D of this report.

Additional details of the objectives and activities (optional information but encouraged best practice)

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

- policy on grantmaking;
- contribution made by volunteers;
- policy on investments.

n/a

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

Summary of the main achievements
of the charity during the year

The 16th St Albans is a thriving and active scout group with 2 Scout Troops, 2 Cub Scout Packs and 1 Beaver Scout Colony run by dedicated volunteer leaders supported by assistant leaders.

The 2021/22 financial year saw a return to more face to face scouting activities and camping as the UK emerged from the Coronavirus pandemic restrictions.

The Beavers have taken part in activities such as rangoli colouring for Diwali, creating remembrance day artwork using items from nature, Christingle making, enjoying a visit to the fire station and soaking a firefighter, ringing the market bell in the clocktower, learning about money, water filters, and healthy foods, and of course, playing games outdoors.

The Beavers continue to support the Crisp Packet Project, a project that makes bivi-bags for homeless people. They have also engaged in a local community project with Herts Independent Living Service (HILS) where they create birthday cards for HILS to send to their clients.

The badges worked on include elements of all the challenge badges as well as completing cook, faith, digital citizen, builder, air activities, health and fitness, international and money skills.

Six Chief Scout bronze awards have also been achieved.

This year, we closed the Saturday Beaver Scout Colony and increased the Thursday Colony size to 24, as well as welcoming new section assistants.

We have continued to run two active Cub Packs, on Wednesday and Saturday, and they have taken part in a varied and full programme over the year.

We were able to run some face to face sessions outdoors from April, such as den building and other activities at Heartwood Forest and various sporting activities including working towards the athletics badge.

We were able to return to a full face to face programme later in the year and enjoyed cooking, crafts, quizzes, games and traditional scouting activities like knot tying and fire lighting, and of course we managed a chippy hike. We worked towards various badges including International Activity and Disability Awareness, and several cubs achieved their Chief Scout silver award. A particular highlight was an activity day held at Phasels Activity Centre Wood in October 2021.

At the start of the financial year the Wednesday Scout Troop moved from Zoom only meetings to face - to - face outdoor meetings in line with Scout Association guidelines.

The members of the Troop, to their credit, quickly adapted to Scout meetings wholly outside and embraced the

challenges, not least of which is the unpredictable nature of the English weather. The autumn term was spent exclusively outside and Scouts learned to take part in all activities suitably dressed and with a head torch providing the necessary light.

New joiners from the Cub Pack took this all in their stride, having been set a great example of how to 'roll up your sleeves and get on with it' by the established members and adults in the Troop.

The spring term saw a move to some indoor Scouting - albeit with face masks for all while indoors and the luxury of taking the masks off when outside. Indoor meetings were punctuated with a 'walk round the block' for all to allow masks to be removed for a brief period. During this period the Troop learned some BSL, including the signs for Covid and vaccination, and were able to successfully have basic conversations with each other without the need to remove their masks.

Troop numbers continue to hover at the maximum with most meetings seeing every Scout attend and we are grateful to the adult members of the team who give up their Wednesday evenings to support the Troop.

The Friday Scout Troop returned to meeting face to face in April 2021, meeting outside for the first term and then indoors from September. Numbers remain healthy with 22 Scouts, 4 leaders and one young leader as at March 2022.

The highlight of the year for the Scouts was our first camp for almost two years, to PACCAR Scout Camp in October 2021 with 30 Scouts from the 2 troops. Scouts were responsible for planning and cooking the meals and also took part in activities including high ropes and a camp fire. The troop also supported the St Albans Sleepout in aid of local homeless charities with Scouts and leaders sleeping out in cardboard boxes during a cold night in November 2021.

Other activities have included a chippy hike, bread making, wide games and a board games evening.

Section E

Financial Review

Brief statement of the charity's policy on reserves

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 6 months running costs, circa £4,500.

Quantify and explain any designations

n/a

Details of any funds materially in deficit (circumstances plus steps to eliminate)

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);

Investment Policy

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.

- how expenditure has supported the key objectives of the charity;

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.

- investment policy and objectives;

Plans for future periods (details of any significant activities planned to achieve them)

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)

Bridget Jane Tinson

Position (eg Secretary, Chair)

Chair

Date

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16th St. ALBANS SCOUT GROUP
Charity Registration 302575, Registration number 30502

Receipts & Payments Account Summary

	2021/22 £	2020/21 £
Total receipts for the year	31526	22410
Total payments for the year	-22602	-14325
Net receipts for the year	<u>8924</u>	<u>8085</u>
Cash Banked and similar funds brought forward	23208	15123
Cash Banked and similar funds carried forward	<u>32132</u>	<u>23208</u>
	0	0

The above account and accompanying statement of assets and liabilities were approved by the Trustees on

9.7.22

and signed on their behalf by

Nigel Welford - GSL

N Welford

Alison Dundjerovic

Alison Dundjerovic

Alison Dundjerovic - Treasurer

Statement of Assets & Liabilities

	2021/22 £	2020/21 £
MONETARY ASSETS		
Bank Current Accounts(s)	24123	18200
Bank Deposit Accounts(s)	8009	5008
	<u>32132</u>	<u>23208</u>

16th St. ALBANS SCOUT GROUP

Receipts

	2021/22 £	2020/21 £
MEMBERSHIP SUBSCRIPTIONS	12616	10495
Less: Paid to District	<u>-5763</u>	<u>-5933</u>
	6853	4562
INVESTMENT INCOME RECEIVED		
Bank Interest	1	2
Property Rents	<u>6420</u>	<u>3586</u>
	6421	3588
DONATIONS/GRANTS	<u>8000</u>	<u>12134</u>
	8000	12134
ACTIVITIES		
Camps	9076	120
Other	<u>0</u>	<u>0</u>
	9076	120
OTHER INCOME		
Gift Aid Recovered	1176	2006
	<u>1176</u>	<u>2006</u>
TOTAL RECEIPTS FOR THE YEAR	<u>31526</u>	<u>22410</u>

Expenses

PREMISES		
Ground Rent	250	750
Light, Heat & Water	1754	3958
Cleaning	250	625
Hut Insurance	7477	3524
Repairs & Renewals	<u>3776</u>	<u>871</u>
	13507	9728
ACTIVITIES		
Camps and trips	6262	2383
General activities	<u>564</u>	<u>582</u>
	6826	2965
FUND RAISING EXPENSES		0
ADMIN/ESTABLISHMENT EXPENSES		
General expenses	582	295
Purchase of Badges & Scouting Material	267	918
Interest paid & bank charges	<u>619</u>	<u>309</u>
	1468	1522
PURCHASE OF CAPITAL EQUIPMENT		
Camping & Kitchen Equipment	<u>802</u>	<u>110</u>
	802	110
TOTAL PAYMENTS FOR THE YEAR	<u>22602</u>	<u>14325</u>

Independent examiner's report to the trustees of the 16th St Albans Scout Group

I report on the accounts of the Group for the year ended 31 March 2022

Responsibilities and basis of the report

As the charity trustees of the 16th St Albans 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 16th St Albans 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 (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 16th St Albans Scout Group as required by section 130 of the Act; or
2. the accounts do not accord with those records.

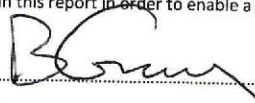
I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Signed.....

Name.....

Address.....

Date.....


BARNEY GRAY
6 VALERIE CLOSE
ST ALBANS, ALISD
9.7.22

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Date.....