

# 17<sup>th</sup> St Albans Scout Group

## Trustees Annual Report

Period Start: 1<sup>st</sup> April 2020  
Period End: 30<sup>th</sup> March 2021

Charity Name: 17<sup>th</sup> St Albans (St Michaels) Scout Group  
Also Known As: 17<sup>th</sup> St Albans (Abbey) Scout Group

Registered Charity Number 302576

Charity's Principle Address: The Scout Hall, Oysterfields St Albans AL3 5TJ

Correspondence Address: 23 Prae Close St Albans AL3 4SF

### Names of Trustees of the 17<sup>th</sup> Scout Group.

Trustee Name	Office	Dates (Start/ End)
Saroja Sehjal	Group Scout Leader	Start 27/6/2022
Alex Hill	Chair	
Andrew Carruthers	Treasurer	
Kirsty Mauldridge	Leader/ Trustee	
Rob Tanner	Leader/ Trustee	End 31/12/2021
Trevor Simpson	Leader/ Trustee	
Simon Brooke	Leader/ Trustee	
Rebecca Metcalfe	Leader/ Trustee	
Richard Head	Trustee (Temp Caretaker)	

### Names of Area & National Scout Officers.

Trustee Name	Office
Annette Payne	District Commissioner
Bear Grylls OBE	Chief Scout
Matt Hyde OBE	Chief Executive Scout

### Structure & Governance

At the top level the Scout Group is governed by the Scout Association Trust Corporation. This declaration of trust was made on the 16<sup>th</sup> June 1982.

At Group level the 17<sup>th</sup> St Albans is an Unincorporated Association. Trustees are appointed reappointed or tender their resignation at the Annual General Meeting, usually held in September.

The following policies governing the Group are devolved from the Scout Association:

- Volunteer Management
- Safeguarding Scouting Members
- CRB Checks
- Risk Management
- Complaints Handling and Reports of Misconduct
- Conflicts of interest

## **Management**

The management splits into two parts:

The care of the youth members (Squirrels, Beavers, Cubs and Scouts) is the responsibility of the Leadership run by the Chief Scout Leader (GSL). Below the GSL are the individual Section Leaders.

The management of the facilities and financial aspects are the responsibility of the Executive Committee run by the Group Chair. Below the Group Chair are the Treasurer, Secretary and Caretaker.

Neither the Executive Committee or the Leadership of the 17<sup>th</sup> St Albans Scout Group are paid for their work.

## **Summary of Objectives**

The Group aims to provide fun, adventure and skills for life and give young people the opportunity to enjoy new adventures, get recognised and rewarded for achievements, experience outdoors and take part in a range of creative, community and international activities, interact with others, make new friends, gain confidence and have the opportunity to reach their full potential.

## **Membership**

Members can start at the Squirrels at age 4 and leave Scouts at age 14. They can go on to Explorer Scouts but this is not with the 17<sup>th</sup>. It is open to boys and girls and people of all faiths. During the reporting period there were 108 young members.

## **Traditional Scouting Activities**

Most people think of Scouting activities as exploring the outdoors, camping, lighting fires and outdoor cooking. This of course is true and a big part of what the older Scouts do. But there are many other activities which build up young individual's confidence to try new things for themselves.

## **Summary of Activities During the Reporting Period**

We had an action packed year with all areas of the group running a varied and engaging programme. Our program was hit by the covid restrictions but we work together as a group to offer the children an online program which included online speakers, an indoor camp and lots of different activities and badge work. As restrictions eased we returned to face to face meetings outdoors and allowed the children to spend time socialising and getting used to being with other people. Once we were able we ran activity days and a camp all in line with the restrictions at the time.

## **Summary of Achievements During the Reporting Period**

We managed to keep our young people engaged and members of the scouting movement. We awarded a silver scout award to one of the cubs and recognised the individual achievements of our members.

We also received grants and funding to support the unit and used the time that the hut was not usable to do some long needed maintenance. We had the grounds fenced securing the site.

We have maintained our external hirers and looked to increase our standing within our local community.

## **Future Plans**

Going forward we want to maintain and possibly expand our membership with the support of our parents. We aim to continue to offer our members a wide range of activities and the opportunities to have new experiences.

We are hoping to continue the modernisation of the hut, by rewiring the hut and replacing the boiler, both jobs that need to be done. We are also hoping to carry out fundraising to replace the kitchen in the hut.

### **Financial Review of the Reporting Period**

Cash at the bank remains in good health thanks in the main to grants from the local authority.

### **Declaration**

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

Signed on behalf of the 17<sup>th</sup> St Albans Scout Group board of Trustees

Andrew Carruthers

Date 29/6/2022

# 17th St Albans (Abbey) Scout Group

## 1st April 2020 to 31st March 2021

### Opening Bank Account Balances

Nat West Current Account	21,151.61	
Scout Association Deposit Account	3,500.00	
<b>Total Cash at Bank</b>		<b>£24,651.61</b>

Unpresented Cheques from 2018-19 (1083)	97.15
Unpresented Cheques (1127, 28, 29, 30, 31)	3,019.40
Unpaid Letting Invoices from 2019-20 (1362, 1363)	666.50

<b>START OF YEAR BALANCE</b>	<b>£22,201.56</b>
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### INCOME

Letting	605.00	
Subscriptions & Activity Fees	10,254.70	
Covid Grants	20,240.93	
<b>TOTAL INCOME</b>		<b>£31,100.63</b>

### EXPENDITURE

Utilities (Gas, Electricity, Water, Broadband)	3,577.35	
Hall Expenses & Maintenance (*Fence £9,180)	9,763.14	
Scout Shop (Badges Etc.)	496.45	
Equipment	224.81	
Insurance (2 Years 2019-20 & 2020-21)	5,427.16	
Scout Association Capitation Fees	4,987.50	
Activity / Leader Expenses	689.79	
<b>TOTAL EXPENDITURE</b>		<b>£25,166.20</b>

<b>END OF YEAR BALANCE</b>	<b>£28,135.99</b>
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### Adjustments

Letting fees due but as of 31st March 2020 unpaid (1362, 63)	666.50
Unpresented Cheques from 31st March 2020 (1142)	75.00
Unpresented Cheques from 2020-21 (1151, 53, 54, 55, 56)	3,549.04

End of Year at Bank	<b>£31,093.53</b>
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### Closing Bank Account Balances

Nat West Current AC 31/03/2021	27,593.53	
Scout Association Savings Account	3,500.00	
<b>Total Cash at Bank 31/03/2021</b>		<b>£31,093.53</b>

<b>Excess of Income over Expenditure</b>	<b>£5,934.43</b>
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**17<sup>th</sup> St Albans (Abbey) Scout Group**

**Report and Financial Statements**

**For the year ended 31<sup>st</sup> March 2021**

**Charity Number: 302576**

1907-1908

1909-1910

1911-1912

1913-1914

**17<sup>th</sup>. St Albans (Abbey) Scout Group**  
**Financial Statements for the year ended 31<sup>st</sup> March 2021**

<b>Contents</b>	<b>Pages</b>
<b>Report of Trustees</b>	<b>1-3</b>
<b>Statement of Financial Activities</b>	<b>4</b>
<b>Balance Sheet</b>	<b>5</b>
<b>Notes to Financial Statements</b>	<b>6-8</b>





**Report of the Trustees for the year ended 31<sup>st</sup> March 2021**

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The Trustees are pleased to present their report together with the financial statements of the charity for the year ended 31<sup>st</sup> March 2021.

**Reference and administrative details**

Charity Number	302576
Scout Hall	Oysterfields, Redbourn Road, St Albans AL3 5UP
Contact	Andrew Carruthers 23 Prae Close AL3 4SF
Bankers	National Westminster Bank plc, 10 St Peters Street, St Albans Herts AL1 3LY

**Trustees**

The trustees serving during the year and since year-end were as follows:

Alex Hill	Chair
Andrew Carruthers	Treasurer
Rebecca Metcalfe	
Richard Head	
Kirsty Mauldridge	
Robber Tanner	
Simon Brooke	

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or [Email Address]  
[Address Line 1]  
[Address Line 2]  
[City, State, Zip]

**Report of the Trustees for the year ended 31<sup>st</sup> March 2021 (continued)**

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**Structure**

The 17<sup>th</sup>. St Albans (Abbey) Scout Group is a charity registered in England & Wales (Number 302576).

The Group is registered with the Scouts Association. The governing body is the Scout Trust Deed 1969 Lease dated 6<sup>th</sup>. October 1970.

The group operates and maintains the scout hall at Oysterfields, Off Redbourn Road, St Albans. The freehold of the property including the hall is owned by St Albans City and District Council.

The group is supported by the Cathedral and Abbey Church of St Albans.

**Appointment of Trustees**

The trustees are appointed either by virtue of their office held within the Scouting Group or by election at the Group's Annual Review or by co-option from the parents of children within the Group following recommendation of existing trustees.

**Trustee induction and training**

All new trustees receive a briefing on the charity, its decision making processes and recent financial performance.

**Organisation**

The board meets at least once each term. There are no sub-committees.

**Risk Management**

A formal assessment of the risks at the Hall is undertaken by the Group Scout Leader

**Reserves Policy**

The trustees are planning to build financial reserves to enable further contingency for unplanned maintenance of the Scout Hall and to support the activities of the Group.

1. The first part of the paper discusses the importance of the study and the objectives of the research. It highlights the need for a comprehensive understanding of the subject matter and the role of the researcher in this process.

2. The second part of the paper presents the methodology used in the study. It details the research design, the data collection methods, and the analysis techniques employed to ensure the validity and reliability of the findings.

3. The third part of the paper discusses the results of the study. It presents the data collected and the conclusions drawn from the analysis. The results are presented in a clear and concise manner, allowing the reader to understand the findings of the research.

4. The fourth part of the paper discusses the implications of the study. It explores the potential applications of the findings and the contributions of the research to the field. It also identifies the limitations of the study and suggests areas for future research.

5. The fifth part of the paper is the conclusion. It summarizes the main findings of the study and reiterates the importance of the research. It also provides a final thought on the subject matter and the role of the researcher in this process.

**Report of the Trustees for the year ended 31<sup>st</sup> March 2021 (continued)**

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**The Aims and Objectives**

The Group aims to deliver on the Scout's objective of providing adventurous activities and personal development for young people aged 6-25 years.

**Achievement and Performance**

All parents are encouraged to join the Group's Annual Review meeting. The review will include presentations by the Group Scout Leader, Chairman and each of the section leaders.

**Financial Review**

Each section of the Group takes responsibility for the prompt collection of subscriptions to meet Hall & all associated costs. In 2021 the Group received £20,241 from the Government in respect of a COVID19 grant. These monies are not repayable.

The Balance Sheet on page 5 shows the funds managed by the Group. The stability of the financial position allows the Group to maintain and improve the Hall and equipment.

**Outlook**

The Group is committed to maintaining the Scout Hall at Oysterfield and meeting the Group's objectives.

**Statement of Trustees Responsibilities**

The trustees are responsible to prepare the Report of the Trustees and the financial statements in accordance with applicable law and UK's GAAP criteria.

In preparing these financial statements, the trustees are required to:

1. Select suitable accounting policies and apply them consistently
2. Observe the methods and principles in the Charity SORP
3. Make judgements and estimates that are reasonable and prudent
4. Prepare financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping proper financial records which disclose with reasonable accuracy at the time the financial position of the charity. The Trustees are also responsible for safeguarding the assets of the charity and hence taking reasonable steps for the prevention and detection of fraud and other irregularities.

Signed on behalf of the trustees by



Andrew Carruthers

Approved by the Trustees on 21/12/2021

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Statement of Financial Activities for the year ended 31<sup>st</sup> March 2021

	Note	<u>2021</u>	<u>2020</u>
		£	£
<i>Incoming Resources from charitable activities</i>			
Subscriptions		10,255	13,259
Letting Income		605	5,117
Fundraising		-	1,020
COVID19 Government Grant	2	20,241	-
<b>Total incoming resources</b>		<b>31,101</b>	<b>19,396</b>
<i>Resources expended</i>			
Charitable Activities			
Scout Association		4,988	4,320
Operation of Scout Hall	3	15,416	6,329
Other Scouting activities		4,763	5,847
Governance Costs	4	300	-
		<b>25,467</b>	<b>16,496</b>
<b>Net Incoming Resources</b>		<b>5,634</b>	<b>2,900</b>
Reconciliation of funds			
Total Funds brought forward		20,869	17,969
<b>Total Funds carried forward</b>		<b>26,503</b>	<b>20,869</b>

The Statement of Financial Activities includes all gains and losses recognised in the year. All incoming resources and resources expended derive from continuing activities.

1. The first part of the report is a general introduction to the project. It describes the purpose of the study, the objectives, and the scope of the work.

2. The second part of the report is a detailed description of the methodology used in the study. It includes a discussion of the data sources, the data collection methods, and the data analysis techniques.

3. The third part of the report is a presentation of the results of the study. It includes a discussion of the findings, the conclusions, and the implications of the study.

4. The fourth part of the report is a conclusion and a list of references. It summarizes the main findings of the study and provides a list of the sources used in the research.

5. The fifth part of the report is a list of appendices. It includes a list of the figures, tables, and other supplementary material that are included in the report.



Balance Sheet as at 31<sup>st</sup> March 2021

	Notes	2021 £	2020 £
Fixed Assets			
Tangible fixed assets	5	-	-
Current Assets			
Scouts Association		3,500	3,500
Cash at Bank		<u>27,594</u>	<u>21,152</u>
		<b>31,094</b>	<b>24,652</b>
Liabilities			
Creditors falling due in one year	6	4,591	3,783
<b>Net assets</b>		<b>26,503</b>	<b>20,869</b>
<b>The funds of the charity</b>			
Unrestricted income funds		26,503	20,869
<b>Total Charity Funds</b>		<b>26,503</b>	<b>20,869</b>

These statements were approved by the Trustees on 21/12/2021 and were signed on its behalf by



Andrew Carruthers

Treasurer

Date	Time	Location	Description	Remarks
10/10/2018	10:00	100m	100m	100m
10/10/2018	10:00	100m	100m	100m
10/10/2018	10:00	100m	100m	100m
10/10/2018	10:00	100m	100m	100m
10/10/2018	10:00	100m	100m	100m
10/10/2018	10:00	100m	100m	100m
10/10/2018	10:00	100m	100m	100m
10/10/2018	10:00	100m	100m	100m
10/10/2018	10:00	100m	100m	100m
10/10/2018	10:00	100m	100m	100m
10/10/2018	10:00	100m	100m	100m

Sheet 2 of 2 (Page 2)

Sheet 2 of 2 (Page 2)

Sheet 2 of 2 (Page 2)

**Notes to the accounts for the year ended 31<sup>st</sup>. March 2021**

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**1. Accounting Policies****Accounting Convention**

The financial statements have been prepared under the historical cost convention and the requirements of the Statement of Recommended Practice, Accounting and Reporting by Charities.

**Incoming Resources**

Voluntary income (including donations, gifts and legacies) and income from charitable activities are recognised where there is entitlement, certainty of receipt and the amount can be measured with sufficient reliability.

**Resources expended**

Expenditure is recognised when a liability is incurred. Charitable activities include expenditure associated with the accommodation and care of scouts.

Governance costs include those incurred in the governance of the charity and its assets. These are primarily associated with statutory requirements.

**Irrecoverable VAT**

All resources expended are classified under activities that aggregate all costs related to that category. Irrecoverable VAT is charged against the category of resource for which it was incurred.

**Tangible Fixed assets**

Individual fixed assets are only capitalised at cost where they exceed £1,000

**Funds structure**

All funds are unrestricted income funds.

**2. COVID19 Grant**

The Group received a grant from the Government with respect to the COVID19 pandemic financial support to charities.

The purpose of this study is to investigate the effects of the proposed system on the performance of the system.

## 2. Methodology

### 2.1. Data Collection

The data was collected from the system logs and the user feedback forms. The data was then analyzed using statistical methods.

### 2.2. Data Analysis

The data was analyzed using statistical methods. The results of the analysis are presented in the following sections.

### 2.3. Results

The results of the analysis show that the proposed system has a significant positive effect on the performance of the system.

The results also show that the proposed system has a significant positive effect on the user satisfaction.

### 2.4. Conclusion

The conclusion of the study is that the proposed system has a significant positive effect on the performance of the system and on the user satisfaction.

### 2.5. Acknowledgments

### 2.6. References

The authors would like to thank the following people for their contribution to this study.

### 2.7. Appendix

### 2.8. Bibliography

### 2.9. Glossary

The following terms are used throughout the study.

The following terms are used throughout the study.

Notes to the accounts for the year ended 31<sup>st</sup>. March 2021**3. Analysis of charitable expenditure**

The charity undertakes direct charitable activities only and does not make any grant payments.

	<u>2021</u>	<u>2020</u>
	£	£
Operation of Scout Hall		
Utilities	3,577	3,655
Hall Expenses (Fence Repair £9,180)	9,763	2,674
Insurance	5,427	-
Other Scout activities		
Scout Association Capitation Fees	4,989	4,320
Scout Shop	496	506
Equipment	225	252
Other Expenses	690	5,089
<b>Total Charitable expenditure</b>	<b>25,467</b>	<b>16,496</b>

The Trustees are pleased to note that the St Albans City and District Council have continued to offer the full discretionary relief from the non-domestic rates for the Scout Hall in this period.

**4. Governance costs**

Accountancy Fees	300	-
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No Trustee, or persons related to or connected by business to them has received any remuneration or reimbursement of expense during the year

**5. Tangible Fixed Assets**

The Scouts Hall in Oysterfields was opened on 3<sup>rd</sup> June 1973 following landscaping of the site and construction of the Hall by the Trustees and other volunteers. The costs associated with its construction were not capitalised at that time. The property has not been revalued since. The Scouts Hall and garage are currently insured for a total value of £ 343,384

**6. Creditors falling due within one year**

Utilities and other suppliers	4,291	3,783
Accountancy Fee	300	-

# 1. Introduction

## 1.1. Purpose of the Study

The purpose of this study is to investigate the effects of the proposed changes on the system's performance and user satisfaction.

The study aims to answer the following research questions:

- 1. How do the proposed changes affect the system's performance?
- 2. How do the proposed changes affect user satisfaction?

The study is structured as follows:

- 2. Literature Review
- 3. Methodology
- 4. Results
- 5. Conclusion

The study is organized into five main sections:

- 1. Introduction
- 2. Literature Review
- 3. Methodology
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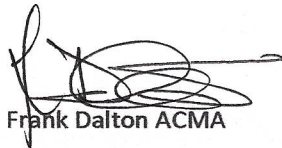
- 1. Introduction
- 2. Literature Review
- 3. Methodology
- 4. Results
- 5. Conclusion

**Notes to the accounts for the year ended 31<sup>st</sup>. March 2021**

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These accounts for the period ended 31<sup>st</sup> March 2021 have been prepared from the records provided. The following work was performed

- Review of bank reconciliation and agreement of year-end bank balances to bank statements
- Calculation of debtors and creditors
- Review of Trustee Report
- Preparation of the Trustee Accounts for the year ending 31<sup>st</sup>. March 2021



Frank Dalton ACMA

21.12.2021.

FD Financial Services

sent to the Hon. Mr. Justice on 11th March 1971.

The letter is in the file of the Hon. Mr. Justice.

The letter is in the file of the Hon. Mr. Justice.

The letter is in the file of the Hon. Mr. Justice.

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The letter is in the file of the Hon. Mr. Justice.

Yours faithfully,  
[Signature]  
[Name]  
[Title]

Enclosure