

1st Sandridge Scout and Guide Group

Report & Accounts for the Year ended 31st March 2021

Charity Reference Number: 302579
Scout Association Registration Number: 138

President:
Vice Presidents:

Trustees, Ex Officio:	Name
Group Scout Leader	Nicola Wells
Scout Leader	Barry Shadbolt
Scout Leader	Charli-Anne MacFarlane
Cub Scout Leader	Kate Wells
Assistant Cub Scout Leader	Alex Hamilton-Bray
Beaver Scout Leader	Simon Jewels
Beaver Scout Leader	Dominic Bentley
Guide Leader	Emma Watson

Trustees, Elected:	Name
Chairman	Phillip Coates
Treasurer	Colin Davison
Secretary	Andrew Giddings

Trustees, Nominated:	Name
	Caroline Atkins
	John Forward
	Sharon Jackson
	Bridget Shadbolt

Custodian Trustees (if any):	Name
	Gillian Forward
	Bruce McFarlane
	Kevin Percy
	Craig Wells

Bankers: Santander UK Bank

Other Advisors (if any)

Contact Name and Address: Mr. C Davison
6 Windermere Avenue
St. Albans AL1 5QW

1st Sandridge Scout and Guide Group

Message from the Chairman

PHIL WELLS 14th September 1950 - 4th January 2021



Phil was known to many in Sandridge and its locality through his involvement our Group. He joined Sandridge as a Wolf Cub in 1960 transferring from the Lymington Group when his family moved to Wheathampstead. Phil went onto become a Scout, Senior Scout and leader with Cubs, Scouts and Venture Scouts before becoming our Group Scout Leader. Not only will Phil be remembered by numerous Sandridge Scout and Guide Group members he will also be remembered by hundreds of children for his Chairmanship of the St Albans Scout & Guide Gang Show over a 10-year period and by many whose lives he helped shape.

From the first week I joined Sandridge Scouts just over 50 years ago when I was invited to camp at Gilwell Park, to numerous Scout camps, to attending Patrol Leaders meetings (always with a great spread of food!) and then Venture Scout meetings that tended to end up at the Queens Head he was a leader!!

He inspired me to become a Scout Leader. More camps followed before Phil and I swapped roles and I became Venture Leader, and he went back to Scouts before becoming GSL. Canal trips, holidaying, playing football for the great Batchwood FC (nobody got past Phil!!!), weddings (thanks for taking our drunken vicar home) and numerous other great times followed.

A great friend, an inspiration to me and numerous others and a true Scouting man and Sandridge Scout legend.

RIP Phil

Phillip Coates
Group Chairman

Trustees Annual Report for the Year Ended 31st March 2021

Objectives and Structure of the Group

Our group aims are to meet those of the Scout and Guide Associations through a range of formal training sessions and other activities. These all take place during normal weekly meetings and extra organised events. The Group comprises six Scout Sections and one Guide Company so the activities are numerous and varied. The Scouts Section are members of The Scout Association and the Guide Section is a member of Girl Guiding UK. Each section follows the activities of the relevant national association and is governed by their rules and policies.

The weekly meetings include the normal training standards such as knotting, first aid, cooking, fire lighting and map and compass work. All these basic skills are aimed at giving children the opportunity to take part in more adventurous activities and enabling the children to look after themselves. The other activities this year have included visits to local places of interest, cycling, night hikes, bridge building using pioneering skills and talks by outside speakers.

The Group is a trust established under its rules which are common to all Groups and Districts. Trustees are appointed in accordance with the Policy, Organisation and Rules of the Scout Association.

Major Activities and Achievements in the Year

This past year has been like no other, due to Covid there has only been a couple of months when Scouting and Guiding could run any face-to-face activities. Even then the group size was limited, and the event had to be outside, as it was winter when this was allowed it didn't really make up for all that has been missed.

Our dedicated team of leaders, most of whom were having to either home tutor or shield loved ones, have done an outstanding job. They have given the majority of the group's young people a varied and interesting programme of online activities, these have included doing new activities under the direction of outside agencies and some brilliant ideas dreamed up by the leaders. At the same time all mandatory leader training has been undertaken.

The whole team is looking forward to being able to return to normal as soon as they are allowed to.

Governing Documents

The Groups governing documents are those of the The Scout Association and Girlguiding UK. The Group is a trust with Trustees appointed in accordance with the Constitution which was renewed in March this year. The constitution follows the Policy, Organisation and Rules of The Scout Association and Girlguiding UK

Financial Review 2020/21

The Accounts have been drawn up on the receipts and payments basis which is consistent with the previous year. The statement of assets and liabilities shows the nature of the assets controlled by Group, together with an estimate of current value, and any material liabilities that need to be met from the funds. Both the receipts and payments accounts and statement of assets and liabilities have been prepared following the guidance for accounting for smaller charities issued by the Charity Commission.

The level of subscriptions received reflects the number of members in the Group which has reduced due to the lower number of members attending meetings during the lockdown periods. The need to replace the roof of the Hut remained a concern through the year, with the state of the roof deteriorating. As planned fund raising events were

not possible the Executive Committee made efforts to obtain grants to cover the costs of the Roof Replacement. Covid Grants of £20,000 have been received from St. Albans District Council and the Executive have decided to allocate these funds for the replacement of the roof. A grant of £2,000 was received in the year from the Leslie Sells Charitable Trust towards the roof replacement and nearly £5,000 was raised in memory of Phil Wells. Since the end of the Financial Year the Group has received £6,000 from Sandridge Parish Council and the Group has received another offer of £5,000 from another Charitable Foundation. Consequently the Executive considers the Group to be in a position to start these urgent repairs in the summer.

Reserves Policy

The Group's policy is to hold sufficient resources to continue the charitable activities if the group income and fundraising activities fall. The Group Executive Committee regularly reviews cash balances to ensure sufficient funds are held. Following damage to the Hut Roof during 2017 the repair work showed that Group will likely have to replace the roof sometime in the next year and the Reserves have been increased to cover this expense. Progress on this is covered in the Financial Review section of the report. The accounts show (on page 4) a separate reserve for the Roof Replacement Fund, with other funds being represented by a General Fund.

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.

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.

Serious Incidents

There were no serious incidents reportable to the Charity Commission during the financial year that should have been reported to the Commission but were not.

Risk and Internal Control

The Group has in place a system of internal controls that are designed to provide reasonable assurance against material mismanagement and loss that are proportionate to the size of the Group. These include 2 signatories being required for all payments and insurance policies to ensure insurable risks are covered. As members of The Scout Association and Girl Guiding UK the Group is covered by accident insurance for the relative activities under those associations and the Executive Committee have taken out additional insurance, such as building and contents insurance for the Group HQ, where appropriate.

The Trustees Report, Accounts and accompanying Statement of Assets and Liabilities were approved by the Trustees on 9 July 2021 and signed on their behalf by:

Nicola Wells
Group Scout Leader

Phillip Coates
Group Chairman

Colin Davison
Group Treasurer

1st Sandridge Scout and Guide Group

Receipts and Payments Summary for the Year Ended 31st March 2021

	Current Year (£)	Previous Year (£)
Total Receipts for the year	40,331	23,458
Total Payments for the year	(8,823)	(22,425)
Net Receipts (Payments) for the year	31,508	1,033
Cash, Bank and similar funds b/fwd	26,151	25,118
Cash, Bank and similar funds c/fwd	<u>£57,659</u>	<u>£26,151</u>

Represented By:

	Current Year (£)	Previous Year (£)
General Fund		
Opening Balance for the year	17,061	16,994
Net Receipts (Payments) for the year	31,508	1,033
Transferred from / (to) Roof Replacement Fund	(27,492)	(966)
Closing Balance for the year	<u>21,077</u>	<u>17,061</u>
Roof Replacement Fund		
Opening Balance for the year	9,090	8,124
Transferred from / (to) General Fund	27,492	966
Closing Balance for the year	<u>36,582</u>	<u>9,090</u>
Cash, Bank and similar funds c/fwd	<u>£57,659</u>	<u>£26,151</u>

Of the Roof Replacement Fund £20,241 was received from St. Albans District Council as part COVID Support Grants, the use of which is not restricted. The remaining balance of £16,341 represents restricted funds donated or raised specifically for the Roof Fund.

1st Sandridge Scout and Guide Group
Receipts for the Year Ended 31st March 2021

	Current Year (£)	Previous Year (£)
Membership Subs	13,460	15,189
Less: Paid	(7,822)	(8,860)
	5,638	6,329
Activities and Camps		
Activities	380	3,290
Camps	140	6,276
	520	9,566
Investment Income	182	174
Donations/Grants	26,709	3,040
Fund Raising (Gross)	4,951	1,630
Income Tax Recovered	1,771	1,999
Sundry Receipts		
Mini Bus	0	0
Brownies and Explorers Hut Use	560	720
Miscellaneous/Telephone	0	0
	560	720
TOTAL RECEIPTS	£40,331	£23,458

1st Sandridge Scout and Guide Group
Payments for the Year Ended 31st March 2021

	Current Year (£)	Previous Year (£)
Premises		
Telephone	170	168
Light & Heat	1,856	992
Insurance	2,236	3,156
Repairs & Renewals	983	926
Fire Protection, Cleaning, Other	823	1,241
	6,068	6,483
Activities and Camps		
Activities	1,387	7,054
Camps		3,822
Mini Bus	714	679
	2,101	11,555
Donations/Grants	0	0
Fund Raising Expenses	0	1,176
Administration Expenses	23	35
Trustee Expenses	0	0
Purchase of Capital Equipment	258	1,606
Badges & Clothing	373	1,570
Sundry Payments	0	0
TOTAL PAYMENTS	£8,823	£22,425

1st Sandridge Scout and Guide Group
Statement of Assets & Liabilities at 31st March 2021

	Current Year (£)	Previous Year (£)
MONETARY ASSETS: Cash, bank and similar funds		
Bank Current Account(s)	14,909	3,753
NS&I Investment Account (Reserve)	42,096	21,914
Cash in hand	654	484
	57,659	26,151
Tax Claim for Year Ending 5th April 2021	595	614
	£58,254	£26,765
NON-MONETARY ASSETS: Assets for Charity's own use		
Badge Stock	0	0
Land and buildings	340,000	340,000
Motor vehicles	2,100	2,500
Scouting equipment, furniture, etc.	16,000	16,000
	£358,500	£358,500
LIABILITIES: Those due within one year	0	0
LIABILITIES: Those payable after one year	0	0
CONTINGENT LIABILITIES AND FUTURE OBLIGATIONS	0	0

Independent Examiner's Report to the Trustees of the 1st Sandridge Scout and Guide Group

I report on the accounts of the Group for the year ended 31st March 2021 which are set out on pages 5 to 8.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed. It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act
- to follow the procedures laid down in the general Directions given by the commission under section 145(5)(b) of the 2011 Act
- to state whether particular matters have come to my attention

Basis of examiner's report

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity 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 any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the next statement.

Independent Examiner'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 130 of the 2011 Act and
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act

have not been met or

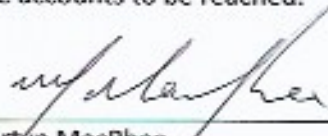
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signature:

Name:

Qualification:

Address


Martyn MacPhee

Chartered Accountant

103 Stanley Avenue, Chiswell Green,
St. Albans, Herts. AL2 3AQ

Date:

8 July 2021