

1st Cheriton Scout Group Accounts 01/04/2021 to 31/3/2022 - Analysis for Annual Report

Detail	Group	Explorers	Scouts	Cubs	Beavers	Total
Balances at 31/3/2021						
Cash						
Bank	35533.94	1532.54	4297.77	3814.18	1934.18	47112.61
Deposit						0.00
						47112.61
Group balances allocated	35533.94	1532.54	4297.77	3814.18	1934.18	47112.61
Receipts 1/4/2020 to 31/3/2021	20002.26	973.00	1743.50	6071.25	1465.99	30256.00
Payments 1/4/2020 to 31/3/2021	14619.46	-902.88	1765.71	6585.29	1490.12	25363.46
	40916.74	1602.66	4275.56	3300.14	1910.05	52005.15
Income & Expenditure	5382.80	70.12	-22.21	-514.04	-24.13	4892.54
Balances at 31/3/2022						
Cash						
Bank	40916.74	1602.66	4275.56	3300.14	1910.05	52005.15
Group balances allocated	40916.74	1602.66	4275.56	3300.14	1910.05	52005.15
Detail	Group	Explorers	Scouts	Cubs	Beavers	Total
RECEIPTS						
Subs	2648.76	922.50	2132.50	3191.25	1700.00	10595.01
Less Paid	0.00	-418.50	1209.00	1488.00	-837.00	-3952.50
Capitation refund	29.00	0.00	0.00	0.00	0.00	29.00
Donations/Grants	16250.16	0.00	0.00	0.00	0.00	16250.16
<u>Activities</u>	0.00					0.00
Camp – 2021	0.00	0.00	0.00	1600.00	190.00	1790.00
Camp – 2022	0.00	150.00	190.00	923.00	0.00	1263.00
Jamboree	0.00	0.00	0.00	0.00	0.00	0.00
Christmas outing	0.00	0.00	0.00	0.00	298.00	298.00
Activities	0.00	319.00	630.00	1845.00	114.99	2908.99
Equipment	0.00	0.00	0.00	0.00	0.00	0.00
<u>Fundraising</u>						
Bingo - Tickets	0.00	0.00	0.00	0.00	0.00	0.00
Bingo - Refreshments	0.00	0.00	0.00	0.00	0.00	0.00
Raffle	0.00	0.00	0.00	0.00	0.00	0.00
Bingo Equipment purchased	0.00	0.00	0.00	0.00	0.00	0.00
Bingo - Donations	0.00	0.00	0.00	0.00	0.00	0.00
Bingo - Money Brought Forward	30.00	0.00	0.00	0.00	0.00	30.00
Online Fundraising Portals	33.34					33.34
Bag pack	0.00	0.00	0.00	0.00	0.00	0.00
Gift Aid	0.00					0.00
Boxing Day Dip	0.00	0.00	0.00	0.00	0.00	0.00
Boot Fair	0.00	0.00	0.00	0.00	0.00	0.00
Uniform	80.00	0.00	0.00	0.00	0.00	80.00
Sundries	81.00	0.00	0.00	0.00	0.00	81.00
Hire of Hut	850.00					850.00

Total	20002.26	973.00	1743.50	6071.25	1465.99	30256.00
Detail , PAYMENTS	Group	Explorers	Scouts	Cubs	Beavers	Total
<u>Premises</u>						
Maintenance	10163.23					10163.23
Hut cleaning	1120.00					1120.00
Insurance	1184.09					1184.09
Water	150.00					150.00
Electricity	243.74					243.74
Rates	0.00					0.00
Telephone/Internet	287.40					287.40
<u>Other expenses</u>						
Badges	169.50	0.00	136.70	529.07	208.95	1044.22
Equipment	405.37	26.98	128.72	93.65	69.67	724.39
Uniform	643.93	0.00	0.00	0.00	90.75	734.68
Boot Fairs - Expenses & Howletts	0.00	0.00	0.00	0.00	0.00	0.00
Sundries	66.83	86.00	278.20	92.84	129.01	652.88
Art and craft	0.00	0.00	0.00	7.50	37.24	44.74
Stationery/postage	0.00	0.00	31.44	0.00	56.96	88.40
Activity Equipment and Courses	0.00	0.00	0.00	240.00	0.00	240.00
Cleaning/Refreshments	59.85	0.00	0.00	0.00	23.73	83.58
<u>Activities</u>						
Christmas	0.00	23.35	33.73	150.00	300.00	507.08
Camp – 2021	0.00	0.00	0.00	2683.54	157.30	2840.84
Camp – 2022	0.00	0.00	0.00	115.00	0.00	115.00
Christmas meal	0.00	0.00	0.00	0.00	0.00	0.00
Jamboree	0.00	0.00	0.00	0.00	0.00	0.00
Activities	0.00	766.55	1156.92	2673.69	416.51	5013.67
<u>Fundraising</u>						
Lottery licence						0.00
Bingo and raffle prizes	0.00					0.00
Bingo Night Prize Money	0.00					0.00
Bingo Money Carried Forward & vouchers	0.00					0.00
Bingo & raffle tickets, cards & equip.	0.00					0.00
Bingo/AGM – Refreshments	125.52					125.52
Bingo Sundries	0.00					0.00
Donation	0.00	0.00	0.00	0.00	0.00	0.00
Total	14619.46	902.88	1765.71	6585.29	1490.12	25363.46

1st Cheriton Scout Group Receipts and Payments Account

Year start date

Year end date

For the year from	1-Apr-21	To	31-Mar-22
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Receipts and payments

	2020/2021 Unrestricted funds £	2021/2022 Unrestricted funds £
Receipts		
Donations, legacies and similar income		
Membership subscriptions	9,021	10,595
Less: Membership subscriptions paid on (National/County/Area/District)	2,494	3,953
Net membership subscriptions retained	6,527	6,643
Capitation refund	51	29
Donations	306	1,850
Gift Aid	-	-
Other similar income	-	-
Sub total	6,884	8,522
Grants		
Maintenance grant	-	6,400
Other grants	20,193	8,000
Sub total	20,193	14,400
Fundraising (gross)		
Evening Functions	650	-
Activities	751	6,260
Sundries	7	111
Other fundraising activities	36	113
Sub total	1,445	6,484
Investment income		
Bank interest	-	-
Building Society interest	-	-
The Scout Association Short Term Investment Service	-	-
Property Rent income	2,020	850
Other investment income	-	-
Sub total	2,020	850
Total Gross Income	30,542	30,256
Asset and investment sales, etc.	-	-
Total receipts	30,542	30,256

1st Cheriton Scout Group Receipts and Payments Account

Year start date

Year end date

For the year from	1-Apr-21	To	31-Mar-22
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Receipts and payments

	2019/2020 Unrestricted funds £	2020/2021 Unrestricted funds £
Payments		
Charitable Payments		
Rates	-	-
Water and Sewerage	182	150
Electricity and Gas	863	244
Insurance	1,120	1,184
Repairs and Renewals	5,116	10,163
Telephone/Internet	88	287
Badges	387	1,044
Materials, equipment and cleaning	1,428	2,213
Stationery/postage	105	88
Contribution to camp costs	305	2,956
Uniforms	-	735
Sundries	492	778
Minibus - deposit and hire	-	98
Outings/Activities	359	5,423
Donation	-	-
Sub total	10,444	25,363
Fundraising expenses		
Lottery Licence	20	-
Raffle, bingo and other prizes plus Fete expenses and Grand Draw	-	-
Bingo prize money, vouchers, tickets, equip, refreshments etc	-	-
Boot Fairs - payments to Howletts & expenses	-	-
Sub total	20	-
Total Gross Expenditure	10,464	25,363
Asset and investment purchases, etc.	-	-
Total payments	10,464	25,363
Net of receipts/(payments)	20,078	4,893
Cash funds last year end	-	-
Cash funds this year end	20,078	4,893

Statement of assets and liabilities at the end of the year

	31st March 2020	31st March 2021
	Unrestricted funds	Unrestricted funds
	£	£
Cash funds		
Bank current account		
Bank deposit account	47,113	52,005
Building society account	-	-
The Scout Association Short Term Investment Service	-	-
Cash/Floats	-	-
Total cash funds	47,113	52,005
Other monetary assets		
Tax claim	-	-
Debts due from the County/Area/District/Group	-	-
Insurance claim	-	-
Sub total	-	-
Investment assets		
Investment property - detail	-	-
Quoted investments	-	-
Other investments - detail	-	-
Sub total	-	-
Non monetary assets for charity's own use		
Badge stock	-	-
Shop stock	-	-
Other stock	-	-
Land and buildings	-	-
Motor vehicles	400,000	400,000
Scouting equipment, furniture etc	-	-
Other	28,300	28,300
Sub total	428,300	428,300
Liabilities		
Accounts not yet paid	-	-
Expenses incurred but not invoiced	-	-
Subscriptions not yet paid	-	-
Loan - detail	-	-
Other liabilities	-	-
Sub total	-	-

Contingent liabilities and future obligations

The above receipts and payments account and statement of assets and liabilities were approved by the Trustees on 02/07/2022 the date of the Executive Committee meeting that approved the accounts) and signed on their behalf by

Signature


Print Name
MATT DICKENSON Chair
LIZZIE CORNELL Treasurer

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Donations/Grants	16250.16	0.00	0.00	0.00	0.00	16250.16
<u>Activities</u>	0.00					0.00
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Camp – 2022	0.00	150.00	190.00	923.00	0.00	1263.00
Jamboree	0.00	0.00	0.00	0.00	0.00	0.00
Christmas outing	0.00	0.00	0.00	0.00	298.00	298.00
Activities	0.00	319.00	630.00	1845.00	114.99	2908.99
Equipment	0.00	0.00	0.00	0.00	0.00	0.00
<u>Fundraising</u>						
Bingo - Tickets	0.00	0.00	0.00	0.00	0.00	0.00
Bingo - Refreshments	0.00	0.00	0.00	0.00	0.00	0.00
Raffle	0.00	0.00	0.00	0.00	0.00	0.00
Bingo Equipment purchased	0.00	0.00	0.00	0.00	0.00	0.00
Bingo - Donations	0.00	0.00	0.00	0.00	0.00	0.00
Bingo - Money Brought Forward	30.00	0.00	0.00	0.00	0.00	30.00
Online Fundraising Portals	33.34					33.34
Bag pack	0.00	0.00	0.00	0.00	0.00	0.00
Gift Aid	0.00					0.00
Boxing Day Dip	0.00	0.00	0.00	0.00	0.00	0.00
Boot Fair	0.00	0.00	0.00	0.00	0.00	0.00
Uniform	80.00	0.00	0.00	0.00	0.00	80.00
Sundries	81.00	0.00	0.00	0.00	0.00	81.00

Hire of Hut	850.00					850.00
Total	20002.26	973.00	1743.50	6071.25	1465.99	30256.00

Detail
PAYMENTS

Group Explorers Scouts Cubs Beavers Total

Premises

Maintenance	10163.23					10163.23
Hut cleaning	1120.00					1120.00
Insurance	1184.09					1184.09
Water	150.00					150.00
Electricity	243.74					243.74
Rates	0.00					0.00
Telephone/Internet	287.40					287.40

Other expenses

Badges	169.50	0.00	136.70	529.07	208.95	1044.22
Equipment	405.37	26.98	128.72	93.65	69.67	724.39
Uniform	643.93	0.00	0.00	0.00	90.75	734.68
Boot Fairs - Expenses & Howletts	0.00	0.00	0.00	0.00	0.00	0.00
Sundries	66.83	86.00	278.20	92.84	129.01	652.88
Art and craft	0.00	0.00	0.00	7.50	37.24	44.74
Stationery/postage	0.00	0.00	31.44	0.00	56.96	88.40
Activity Equipment and Courses	0.00	0.00	0.00	240.00	0.00	240.00
Cleaning/Refreshments	59.85	0.00	0.00	0.00	23.73	83.58

Activities

Christmas	0.00	23.35	33.73	150.00	300.00	507.08
Camp – 2021	0.00	0.00	0.00	2683.54	157.30	2840.84
Camp – 2022	0.00	0.00	0.00	115.00	0.00	115.00
Christmas meal	0.00	0.00	0.00	0.00	0.00	0.00
Jamboree	0.00	0.00	0.00	0.00	0.00	0.00
Activities	0.00	766.55	1156.92	2673.69	416.51	379.85

Fundraising

Lottery licence						0.00
Bingo and raffle prizes	0.00					0.00
Bingo Night Prize Money	0.00					0.00
Bingo Money Carried Forward & vouc	0.00					0.00
Bingo & raffle tickets, cards & equip.	0.00					0.00
Bingo/AGM – Refreshments	125.52					125.52
Bingo Sundries	0.00					0.00
Donation	0.00	0.00	0.00	0.00	0.00	0.00

Total	14619.46	902.88	1765.71	6585.29	1490.12	25363.46
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4892.54

Differences

Explorers	0.00
Group	0.00
Scouts	0.00
Cubs	0.00
Beavers	0.00

Trustees' Annual Report

For the period

From (start date) 0 1 0 4 2 1 to end date 3 1 0 3 2 2

Section A

Reference and administration details

Charity name

1st Cheriton Scout Group

Other names the charity is known by

Registered charity number (if any)

3 0 3 3 8 4

Charity's principal address

R/O 24 Hawkins Road

Cheriton

Folkestone

Kent

Postcode

CT

19

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JA

Names of the charity trustees who manage the charity

	Trustee Name	Office (if any)	Dates acted if not for whole year
1	Matthew Dickenson	Chairman	
2	Teresa Taylor	Secretary	
3	Lizzie Cornell	Treasurer	
4	Jacqueline Wood	GSL	
5	Gary Green	AGSL	
6	Benjamin Taylor	Explorer Leader	
7	Suzanne Cowdroy	Explorer Leader	
8	Paul White	Scout Leader	
9	Daniel White	Scout Leader	
10	Bill Terris	Cub Leader	
11	Jonathan Robinson	Quartermaster	
12	Daphne Pascoe	Cub Helper	
13	Jenny Newman	Beaver Leader	
14	Mary Knockton	Beaver Parent	
15	Tara Andrews	Cub Parent	
16	Luke Darnell	Cub Parent	
17	John Quinn	Scout Parent	
19	Manya Hazell	Explorer Parent	
20			

Section A

Reference and administration details (continued)

Names and addresses of advisers (optional information but encouraged as best practice)

Type of advisor	Name	Address

Section B

Structure, governance and management

Description of the charity's trusts

Type of governing document

(e.g. trust deed, constitution)

The Group's/District's/Area's/County's (delete as appropriate) governing documents are those of the 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/District/Area/County (delete as appropriate) 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:

Policies and procedures adopted for:
a) the induction and training of trustees;
b) trustee consideration of major risks and the systems and procedures to manage them

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 Leaders, individual section leaders and parent's representation and meets every 2 months.

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.

Section B

Structure, governance and management (continued)

Risk and Internal Control (Specimen 1)

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 could raise the value of subscriptions to increase the income to the group on an ongoing basis, 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.

Risk and Internal Control (Specimen 2)

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	The objectives of the group are as a unit of the Scout Association.

Summary of the main activities in relation to these objects

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.

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

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

- policy on grantmaking;
- contribution made by volunteers.

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

Full programme of scouting for all sections including camping and a large variety of indoor and outdoor activities.

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 X months running costs, circa £X.

The Group held reserves of approximately £X against this at year end. This is above the level/below required for operating expenses. However this can be explained by

Quantify and explain any designations

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

Further financial review details (optional information)

You **may choose** to include additional information, where relevant, about:

- the charity's principal sources of funds (

Investment Policy (Specimen 1)

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

Investment Policy (Specimen 2)

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.

Section F

Other Optional Information

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

Section G

Declaration

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

Signed on behalf of the charity's trustees

Signature(s)

MATT DICKENSON *Jaqueline Wood*

Full name(s)

MATT DICKENSON Jaqueline Sheila Wood

Position (eg Secretary, Chair)

CHAIR. GROUP SCOUT LEADER.

Date

02 07 22

Independent Examiner's Report to the Trustees of the

1st CHERITON SCOUT GROUP

I report on the accounts of the Group for the year ended 2022 which comprise the Receipts and Payments Account and Statement of Assets and Liabilities.

This report is made solely to the trustees in accordance with Section 145 of the Charities Act 2011. 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 Independent Examiner'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 144 of the Charities Act 2011 (the Charities Act)) and that an independent examination is needed.

It is my responsibility to:

- Examine the accounts (under Section 145 of the Charities Act);
- To follow the procedures laid down in the General Directions given by the Charity Commissioners (under Section 145(5)(b) of the Charities Act); and
- To state whether particular matters have come to my attention.

Basis of Independent Examiner'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 District 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 statement below.

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 Charities Act ;and
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities 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.

Name: P CHADDLER

Qualification: MCIMA

Address: 20 OLD MEAD FOLKESTONE KENT

Date: 27/9/22



