

# 1ST KEYNSHAM SCOUT GROUP

England & Wales - Charity number 305626

## Details

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**Other names** FIRST KEYNSHAM (ST JOHN'S) GROUP OF BOY SCOUTS

**Status** Registered

**Legal form** Other

**Registered** 1963-12-11

**Register** [View on the Charity Commission register](#)

## Contact

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**Address** 1st Keynsham Scouts  
Scout HQ  
Mayfields  
Keynsham  
BS31 1BW

**Phone** 07929 721311

**Email** [chairman@1stkeynshamscouts.org.uk](mailto:chairman@1stkeynshamscouts.org.uk)

**Website** [www.1stkeynshamscouts.org.uk](http://www.1stkeynshamscouts.org.uk)

## Activities

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**Objects:** INSTRUCTION OF BOYS OF ALL CLASSES IN THE PRINCIPLES OF DISCIPLINE, LOYALTY AND GOOD CITIZENSHIP.

**Activities:** Keynsham Scouting seeks to provide young people with opportunities to participate in adventurous outdoor activities, learn team-building skills and develop new friendships. It is co-educational so that youngsters can develop together and meet the aims of Scouting. Membership is open to all young people and adults, regardless of ability, who are prepared to accept Scouting's principles.

## Classification

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- **How:** Provides Buildings/facilities/open Space
- **What:** Education/training
- **Who:** Children/young People

## Geography

- **Area of benefit:** KEYNSHAM AND DISTRICT
- Bath And North East Somerset

## Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£110,500	£230,017	-	-
2024-03-31	£106,322	£96,180	-	-
2023-03-31	£92,796	£83,313	-	-
2022-03-31	£107,435	£85,074	-	-
2021-03-31	£66,133	£57,792	-	-

## Trustees

Name	Role	Appointed
<b>Leonard Bridges</b>	Chair	
Alan Alexander Glasgow		2024-07-15
Alan Charles Sanders		
Antony Kevin French		2017-09-25
Daniel Martin Sawyer		2021-09-27
Deon Peter Alan Lowe		2023-07-17
Ian Michael Carter		
John Nicholas Balcombe		
Lee Mark Lodder		2020-09-22
Matthew Jackson		2023-07-17
Nicola Sanders		2017-09-25
Peter Andrew Tamblin		2024-10-15

## Linked charities

- VIVIAN TRELAWNY TURNER FOR FIRST KEYNSHAM GROUP OF BOY SCOUTS (305626-1)

**1ST KEYNSHAM SCOUT GROUP**

England & Wales - Charity number 305626

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# Accounts

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# 1st Keynsham Scout Group Trustees' Annual Report

**Reporting Period: 1st April 2024 to 31st March 2025**

## **Section A Reference and Administration Details**

Charity name: 1st Keynsham Scout Group

Registered charity number: 305626

Charity's principal address: 1st Keynsham Scout Group HQ,  
Mayfields,  
Keynsham,  
BS31 1BW

### **Names of the charity trustees who manage the charity:**

(These will be published here in the annual report of the charity and also in the UK Gov Charity Register)

	<b>Trustee Name</b>	<b>Office (if any)</b>	<b>Dates acted if not for whole year</b>
1	Ian Carter	Group Lead Volunteer (GLV)	
2	Len Bridges	Chair	
3	Nicky Sanders	Treasurer	
4	Alan Glasgow	IT & Compliance	
5	Alan Sanders	GLV - Activities	
6	Tony French	GLV - Scouts	
7	Lee Lodder	GLV - Beavers & Cubs	
8	Dan Sawyer	KESU LV (opted in)	
9	John Balcombe	Mayfields HQ Estates	
10	Matty Jackson	Under 25 yrs representative	
11	Deon Lowe	Under 25 yrs representative	
12			

### **Names and addresses of advisers:**

<b>Type of advisor</b>	<b>Name</b>	<b>Address</b>
Audited Accounts	Mike Smith	2 Avon Road, Keynsham, BS31 1LJ

# 1st Keynsham Scout Group Trustees' Annual Report

## **Section B                      Structure, Governance and Management**

### **Description of the Charity's Trusts:**

#### **Type of Governing Document:**

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 has its constitution based upon The Scout Association template and this is reviewed and approved at the AGM annually.

#### **How the Charity is Constituted:**

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

#### **Trustee Selection Methods:**

The Trustees are appointed in accordance with the Policy, Organisation and Rules of The Scout Association.

#### **Additional Governance Issues:**

The Scout Group is managed by the Trustee Board, 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 Trustee Board consists of:

1. Chair - Len Bridges
2. Treasurer - Nicky Sanders
3. Group Lead Volunteer - Ian Carter
4. GLV Activities Lead - Alan Sanders
5. GLV Beavers & Cubs Lead - Lee Lodder
6. GLV Scout Lead - Tony French
7. IT & Data Compliance - Alan Glasgow
8. Explorers - Dan Sawyer
9. HQ Maintenance Lead - John Balcombe
10. Under 25 - Deon Lowe
11. Under 25 - Matty Jackson

During the year Pete Tamblin agreed to be Co-opted to the Trustee Board in support of Special Projects such as the building of the new Activity Barn at Chelwood and the Chair and GLV look to formalise his position on the Groups Trustee Board at the next AGM.

1st Keynsham Scout Group is a trust established under Scout Association and charity rules, which are common to all Scout Groups. Trustees are appointed in accordance with the Policy, Organisation & Rules (POR) of the Scout Association. POR rules state that all operational committee members / trustees and adults working closely with young people must be checked through the Disclosure and Barring Service (DBS), before working with young people. Every person involved in Scouting in Keynsham is an unpaid volunteer who

# 1st Keynsham Scout Group Trustees' Annual Report

gives their time, life skills and expertise in providing guidance, leadership and inspiration to the young people of Keynsham.

1st Keynsham is one of the largest Groups in the UK and our success is due to the contribution made by our dedicated team of volunteers, the enthusiasm of its members, parents, guardians and supporters. To continue providing the best possible scouting experience we need to continually attract new parents / volunteers to actively support the Group.

Keynsham Explorer Scout Unit (KESU) is part of the Wansdyke District and is based at the Scout HQ in Mayfields. Although they have no liability for any financial or asset management (their accounts are submitted separately) they are an integral and very important part of the Group. Scouts move on to Explorers who develop Young Leaders to assist with Beavers, Cubs and Scouts and they also play an essential part in events such as the Auction. Explorers make a financial contribution to the group to assist with running expenses and the use of facilities and equipment.

The Scout Association (TSA) Transformation program has come to an end and this changed the way many Scout Groups recruit volunteers and structure their teams although due to previous 1st Keynsham restructures and recruitment methods this had a very minor impact on our structure and operations.

The Trustee Board meets approximately every 2 months and reviews reports and updates from its primary Group Leadership Team members. Members of the Trustee Board complete 'Being a Scouts Trustee' learning within the first 6 months of joining the Board.

This Group Trustee Board exists to make sure the charity is well-managed, risks are assessed and mitigated, buildings and equipment are in good working order, and everyone follows legal requirements and the organisation's policies and rules. Their support helps other volunteers run high-quality and safe programmes that give young people skills for life.

The Trustee Board is supported by an operations team covering the myriad of requirements in managing a large Scout Group Charity, many of whom have dedicated many years' service to 1st Keynsham Scout Group.

The Trustees and Operational Leadership Team regularly reviews the risks, health & safety and welfare requirements of its operations, membership and third parties.

A budget is drafted annually by the finance subcommittee, (Ian Carter, Len Bridges, Nicky Sanders and Alan Sanders) and this is considered and approved by the Trustee Board. The income and expenditure is reviewed at each Trustee Board meeting. The accounts for the year are attached and we would like to thank our treasurer Nicky Sanders for managing the Group financials during the year and preparing the year end accounts. We would also like to record our thanks to Mike Smith for the Independent Examiners Report produced at year end.

## **Risk and Internal Control:**

The Group Trustee Board 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:

# 1st Keynsham Scout Group Trustees' Annual Report

Severe damage to the main HQ buildings, property and equipment. The Group would utilise its other location in Chelwood, install temporary accommodation within the HQ grounds and or request the use of buildings, property and equipment from neighbouring Scout Groups or other organisations in the Keynsham area. Similar reciprocal arrangements exist with these organisations such as the Town Council. 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 Association's national accident insurance policy. Risk Assessments are undertaken before all activities.

Reduced income from fundraising. The Group has multiple income streams which spreads the risks and means it is not totally reliant upon income from one activity.

The primary income streams for the Group are as follows:

- Members subscription
- Letting HQ premises
- Letting Chelwood Campsite
- Annual Auction
- Clay Pigeon Shooting
- HMRC Gift Aid
- Other Donations or Grants

The Group previously held a significant reserve to ensure the continuity of activities should there be a major reduction in income. However, the Group committed to utilise this reserve during this financial year for the investment of building a new all-weather activity barn at its Chelwood campsite and this cost c.£135,000. The Board has secured a £30,000 loan from the Scout District to assist with the new barn cost and to ensure it retained sufficient funds for the on-going financial management of the Group.

In the event of considerable additional unforeseen and budgeted cost to the Group it could raise additional loan(s) from Scout District or County to cover the risk. Additionally, the Group 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 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 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. The Group has a substantial team of volunteers and therefore currently considers this a manageable risk with the flexibility of resources available across 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 regular financial reviews of income and expenditure, Trustee Board approvals of budget and additional expenditure outside of budget and control limits, risk reviews of the HQ & Chelwood properties and comprehensive insurance policies to ensure that insurable risks are covered. The Scout Association provides insurance cover as part of the annual capitation for scouting activities including public liability. 1st Keynsham is responsible for any additional insurance cover for buildings and contents and equipment. Requirements are reviewed annually, and cover is

# 1st Keynsham Scout Group Trustees' Annual Report

provided by Unity Insurance Brokers (Part of The Scout Association). Note: Because of accounting practices, the book value of equipment and buildings will be significantly lower than the valuation for insurance purposes due to write down policies. The Chair is the gatekeeper for review of the policies and all insurance claims through Unity Insurance.

Our Mayfields HQ buildings and facilities are kept in pristine condition by a team of volunteers who have grown in numbers over the past few years, and their contribution is greatly valued. This group of dedicated volunteers led by John Balcombe and Dave Hopkins has saved the Group thousands of pounds in maintenance charges. To comply with relevant legislation and the conditions of our premises licence the Group employs professional and qualified trades people in key areas.

Chelwood is located a few miles south of Keynsham where the Group owns a 30-acre campsite and nature reserve. It is a fantastic facility used for several events and activities throughout the year. It provides a very important income stream from the facilities and increasingly from events, and we are lucky to have a very professional and dedicated team of volunteers led by Wilf Harrison managing this facility with Christine Harrison and other supporters. The campsite is an important asset for members' activities and an income stream, and it is hoped that building the new Activity Barn on site will make camps and activities easier to manage and further enhance the income from letting this site.

One of the main on-going risks at Chelwood is managing the trees and woodland around the campsite. The Group arranges specialist Tree surveys every two years for the Campsite and HQ trees. This survey looks at the physical and environmental risk the trees can have upon the Group. Apart from physically unsafe trees the immediate risk prevails from "Ash Dieback Disease" (ADD). However, our specialist also highlights Larch as a dominant tree species within the woodland and is at threat from Ramorum disease (Phytophthora Ramorum). Suspected cases of Ramorum disease on trees or other woodland plants must be reported to the Forestry Commission who may issue a Statutory Plant Health Notices (SPHN) on the owners or managers of affected woodland. These notices require infected and nearby larch trees to be destroyed, nearby trees are included in notices because even though they might not show symptoms of the disease, experience has shown that in many cases some of them are in fact infected. Failure to comply with a notice can result in enforcement action and prosecution.

Due to the risk from ADD, infected trees are being felled as a priority along with trees identified at risk of falling, particularly those in more public areas. Due to the future risk the larch are being thinned out and felled. The woodland at Chelwood has a good volume of native trees that self-populate and we have found a number of smaller new growth trees including oak that will benefit from clearing out the larch and ash trees and that will fill the gaps over time.

Data management and GDPR compliance are seen as crucial for managing the Scout Group. The Group has been fortunate to have the experience of Alan Glasgow who has continued to progress the improvement and control of our IT systems, website and communication systems. The Group has provided its management team with a centralised online Google email and electronic data management platform, and we are grateful for Alan's contribution in these areas. This now provides us with a platform for marketing, fundraising, selling activities, keeping present and past members apprised of group developments and raising our profile in the community.

# 1st Keynsham Scout Group Trustees' Annual Report

The senior management team are gatekeepers for vetting content of websites to ensure compliance with copyright, infringement of personal rights, defamation and data protection. Emails containing harmful content, malware and ransomware are potentially damaging to the Group and all officers and managers sending confidential information are required to use appropriate antivirus/anti-malware protection software. To allow leaders and managers' time to concentrate on Scouting activities record keeping has now been computerised using TSA central website and Online Scout Manager (OSM). Both systems are externally managed with the appropriate levels of security.

## **Section C Objectives and Activities**

### **Summary of the objects of the charity set out in its governing document:**

#### **The Purpose of Scouting**

Scouting exists to actively engage and support young people in their personal development, empowering them to make a positive contribution to the community and wider society.

#### **The Values of Scouting**

As Scouts we are guided by these values:

- |              |  |
|--------------|--|
| Integrity    | We act with integrity; we are honest, trustworthy and loyal.             |
| Respect      | We have self-respect and respect for others.                             |
| Care         | We support others and take care of the world in which we live.           |
| Belief       | We explore our faiths, beliefs and attitudes.                            |
| Co-operation | We make a positive difference; we cooperate 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 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:**

Scouting is the very essence of our being and everything we do is geared to providing the young people, and young at heart of Keynsham with the very best experiences possible. With over 100 years of history the alumni is full of success stories of young people who have gone on to lead successful and fulfilling lives, some currently working and living in countries right across the globe.

# 1st Keynsham Scout Group Trustees' Annual Report

The Group had Beavers, Cubs and Scout sections running for many successful years and at the very end of March 2025 a new Squirrels Drey was established with fifteen 4 - 6 year olds. This new Drey and set of volunteers will be given time to settle in and understand the nuances of running this section. Once the team and GLV are comfortable with the stability being strong enough to expand, consideration will be given to, either starting another small Drey or increasing member numbers to the existing Drey.

The Group has key activity teams to support the Groups' Squirrels, Beavers, Cubs and Scouts in having challenging and fun experiences. These teams cover Air Rifle & Pistol Shooting, Water Sports, Caving, Climbing, Survival, Pioneering, Clay Pigeon shooting, Archery, Entertaining, Expedition, Outdoors Skills, Nature and Crafts.

There is strong demand from parents to enrol their children (boys and girls) into Scouting, and there are waiting lists for Squirrels, Beavers, Cubs and Scouts.

The numbers shown at the census fluctuate through the year. Reducing the waiting list is desired, however this depends heavily on new adult volunteers and young leaders coming forward. The fact that parents are passionate about their children being involved in Scouting is a testament to the quality and diversity of the opportunities on offer by 1st Keynsham Scout Group. Parents are advised that Scouting at local level is run entirely by unpaid volunteers and there are strict criteria on the ratio of leaders to children in their care. The only way in which we can reduce the waiting list is to increase the number of leaders and assistant leaders.

Our premises are used every evening and at weekends. There is also a vibrant activity programme taking Scouting off site including the use of the group owned activity site and campsite at Chelwood. The Group is exploring various options to amend, build or extend the current HQ premises in Keynsham. It is now running at high capacity and it is difficult to accommodate additional Dreys, Colonies, Packs and Troops. However this may involve substantial cost and the Group no longer holds the reserves it had in previous years. Therefore, any further major building plans could involve substantial fundraising efforts and / or loans to achieve the desired outcomes.

## **Additional details of the objectives and activities:**

The Group was founded in 1909 and it is with great pride we acknowledge the generosity of those early pioneers in presenting the Group with land and assets and in so doing laying the foundations of one of the largest and most successful Groups in the UK. This report is a representative view of 1st Keynsham Scout Group, its activities, its place in the community, but more than that through the combined efforts of all in and out of uniform, the Group has provided young people with skills which have evolved over the years to meet 21st Century needs so they can embrace opportunities in future life.

The Trustees would like to express their appreciation to all the unpaid volunteers for their contribution over the last twelve months.

# 1st Keynsham Scout Group Trustees' Annual Report

## 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.

1st Keynsham Scout Group is a community-based organisation dedicated to providing young people with a wide range of activities and life skills and a safe environment in which to develop their contribution to the community and wider world in the years to come. The Group is heavily involved in supporting Keynsham in Bloom and enters the RHS "In your neighbourhood" annually. The Group also allows lettings of the Keynsham Mayfields HQ & Chelwood woodland campsite premises while not in use for Scouting to allow the wider community to benefit from these excellent facilities. The Keynsham HQ premises are registered for emergency use as part of the Keynsham Council / BANES Business Continuity Plan. The Group let the HQ to the Department of Health & Social Care during the Covid19 Pandemic to use as a testing centre and the local health centres also use the HQ for mass vaccinations for the community such as for Covid19 and Flu.

## Section D Achievements and Performance

### Summary of the main achievements of the charity during the year:

#### Membership as per Census 31st January 2025 = 227

	Total	Male	Female	Other
<b><u>BEAVERS</u></b>	<b><u>54</u></b>	<b><u>42</u></b>	<b><u>11</u></b>	<b><u>1</u></b>
K2	28	25	3	
ROCKY	26	17	8	1
<b><u>CUBS</u></b>	<b><u>83</u></b>	<b><u>70</u></b>	<b><u>13</u></b>	
CHILTERN	26	20	6	
COTSWOLD	28	24	4	
QUANTOCK	29	26	3	
<b><u>SCOUTS</u></b>	<b><u>90</u></b>	<b><u>75</u></b>	<b><u>15</u></b>	
AXE	28	22	6	
FROME	20	18	2	
CHEW	20	18	2	
AVON	22	17	5	
<b>TOTALS</b>	<b>227</b>	<b>187</b>	<b>39</b>	<b>1</b>
<b><u>WAITING LISTS</u></b>	<b><u>75</u></b>	<b><u>55</u></b>	<b><u>19</u></b>	<b><u>1</u></b>
SQUIRRELS	11	8	3	
BEAVERS	38	30	8	
CUBS	21	14	6	1
SCOUTS	5	3	2	

# 1st Keynsham Scout Group Trustees' Annual Report

The Group has continued to provide outstanding scouting for its Keynsham youth. Membership numbers have decreased slightly from the previous reporting period by 13 members, primarily in the Scout section, however, this isn't a concern.

Sadly we must also reflect on the loss of people in the year who played a part in Scouting in 1st Keynsham Scout Group.

We lost Charles Sanders, more commonly known as "Skip", who will be very sadly missed by family, friends and our Scout Group. Skip played a massive role in Keynsham Scouts for over 50 years. Skip had previously been a member of Scouts in Coventry, where he had progressed through the sections and into leadership before moving to Keynsham. Upon moving his family to Keynsham back in early 1970's he got involved in helping the Group as a Cub Leader and brought in his two sons Alan and Keith. Later Skip moved to Scouts, starting up a new troop which he ran for many years. In the 1990s, our Scout HQ required replacing, and Skip played a major role in shaping the building that was opened in 1996. Thanks to his perseverance and attention to detail, we achieved the right result. Skip brought 3 generations into Scouting with many still involved in Keynsham Scout Group as Leaders helpers or Trustees. During his time with us Skip also organised the Keynsham Fun Run for many years and enjoyed running himself. There are many stories of Skip and as people remember Charles, we are sure they will be shared. In 2009 Skip was awarded by the Chief Scout the highest Leader Award, the "Silver Wolf" for his exceptional service. He completed well over 50 years of service to Scouting in many roles, an amazing achievement, latterly as our treasured President.

We also lost Len Honeker who was a Leader with the Scout Group during the 80's and 90's. Len joined the group to support his sons Doug and Tony and never left. After he stepped down as a Leader, he continued to support all of the fundraising clay shoots bringing not just himself but large groups and encouraging others to get involved. His love for Chelwood and everything Scouting never diminished. He will be remembered by many of his old scouting colleagues, always willing to give support and advice with a laugh, a smile and above all with a big heart.

Graham Robins was also sadly lost during the year. Graham was Avon Troop leader, led our Venture Unit to Norway in 1986 and went on to be an overseas Commissioner. He served in the Group from the late 1970's until he moved away in the late 1980's but always stayed in touch.

We're continually amazed at the resilience and passion of our Group volunteers. We must thank the Scout Trustees and Leadership Team for all their fantastic efforts, such as their enthusiasm and innovation to keep Scouting alive for all the units and our young members. Plus everyone behind the scenes who manage our property, lettings, finances, equipment, fundraising, lettings, Chelwood, subscriptions, IT, administration and so much more.

Our strength as a Group lies with the amazing leadership and operational leadership teams sharing the load of managing this very large Scout Group and delivering great Scouting for Keynsham's youth.

We had another highly successful year of fundraising activities, and this is essential for minimising the members subscription charges and also investing in the Group's future.

Our leadership and executive teams had considered initial growth and investment plans and agreed that this should start with the building of a new activity barn at Chelwood and this

# 1st Keynsham Scout Group Trustees' Annual Report

was completed during the year. I would like to record my appreciation to our Project Team supporting this significant development to ensure all went to plan. The project came at a high financial cost to the Group due to inflationary and other cost pressures, however, the project stayed within the agreed tendered cost plan and no additional charges were incurred.

## **Section E Financial Review**

### **Brief statement of the charity's policy on reserves:**

#### **Reserves Policy**

The Group previously held reserves of approximately £70,000 against future development of the new activity barn at Chelwood. This was spent during the year on the project and current reserves are approximately £30,000.

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 Trustee Board reviewed the requirements prior to contracting the new barn and considered the Group should hold a sum equivalent to 3 months running costs, circa £15,000 as a minimum.

#### **Details of any funds materially in deficit**

The Group needed to take a £30,000 loan from the District Scouts in order to complete the building of the new activity barn development at Chelwood. The loan commenced in August 2024 and will be for a 10 year period with repayments in December each year. The Group made the first repayment in December 2024. The Group will look to exceed the payment schedule and repay the loan early if possible, as the Group has a record of doing so on previous loan arrangements. The Group will balance this desire with the on-going running costs and holding sufficient operating funds.

#### **Further financial review details:**

#### **Investment Policy**

The Group's Income and Expenditure is relatively 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.

1st Keynsham has an annual budget of approximately seventy thousand pounds all of which must be raised by the Group membership subscriptions and from fundraising activities, grants and donations. Additional to this is the cost of activities outside the membership fees such as summer camp.

Fundraising is only made possible due to the numbers of volunteers who run the various events and the support from local businesses. The Group has strong financial governance with contingencies in place to cover unplanned changes in income or expense. Cash flow is managed throughout the year to ensure financial stability. We are a non-profit making charity with all funds being re-invested in the Group. Funds raised are used predominantly to pay for insurance, running costs, purchase equipment, improve facilities, and to provide leader

# 1st Keynsham Scout Group Trustees' Annual Report

training which in turn enhances the Scouting experience for our young people commensurate with modern Scouting.

The Group's main income streams beyond subscriptions includes the hiring of our Keynsham HQ and Chelwood campsite for various events and activities. We have music and premises licences for the HQ and can accommodate a range of events; the Group normally runs an annual scout auction and clay pigeon shoots to raise funds.

## **How expenditure has supported the key objectives of the charity:**

The Group prioritises its expenditure on ensuring the Scout members have the resources required for a safe and exhaustive activity programme. The Group's successful fundraising has enabled significant investment in its own activity equipment and dedicated substantial premises in Mayfields Keynsham and Chelwood Campsite.

The previous substantial Group financial reserves have been used to further develop the Chelwood campsite with a large activity barn. This has enhanced the Group facilities for its members activities and also should help secure additional income lettings for the campsite.

## **Investment policy and objectives:**

Banking is moving away from cheques and cash towards online banking systems which are now widely used. We could not operate a Group of this size and complexity without embracing online banking. Trustees have agreed guidelines on the operating procedures within the Group but there is always a risk whatever steps we take that external fraudulent activity could take place.

Internal fraud prevention measures include dual monitoring of bank accounts and the availability of bank accounts for inspection at Trustee Board meetings.

We have within the Group, Trustees with significant finance and banking experience and together with the Groups' bankers we have tried to mitigate financial risks.

The Group monitors its income and expenses on a regular basis and takes measures to adjust these to ensure the Group cash balances are managed for the long term sustainability of the Group.

## **Section F Other Optional Information**

### **Plans for future periods**

To carry on the traditions and ethos of the Group we are engaging with parents and supporters to find the future inspirational leaders and supporters to take the Group forward.

To reduce waiting lists the Group is actively looking at ways in which we can use additional facilities to create new Colonies, Packs and Troops which will need additional adult volunteers.

The Group will look to the expansion of the newly formed first Drey of Squirrels section in the coming years to fall in line with the Group and TSA desires.

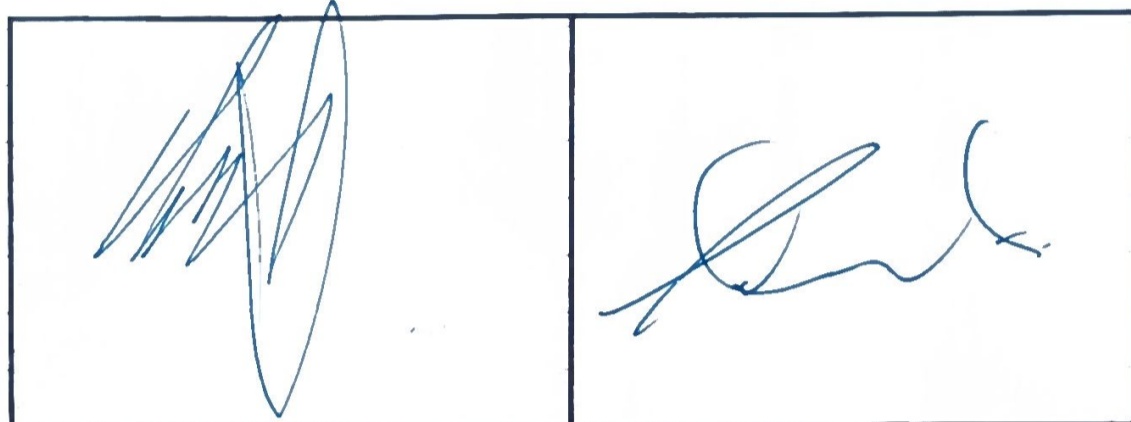
# 1st Keynsham Scout Group Trustees' Annual Report

## **Section G Declaration**

The Group Trustees declare that they have approved the Trustees' report above

Signed on behalf of the Charity's Trustees

Signatures:



Full names:

Leonard (Len) Bridges

Ian Carter

Position:

Group Chair

Group Lead Volunteer

Date:

3<sup>rd</sup> June 2025

3<sup>rd</sup> June 2025

**Independent Examiners Report to the Trustees of 1<sup>st</sup> Keynsham Scout Group :**  
**Registered Charity no 305626**

I report on the accounts of the 1<sup>st</sup> Keynsham Scout Group for the year ended 31 March 2025 which are set out on pages two to five of this document.

**Responsibilities and basis of report**

As the charity trustees of the 1<sup>st</sup> Keynsham 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 1<sup>st</sup> Keynsham 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(5)(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 1<sup>st</sup> Keynsham Scout Group as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view which is not a matter considered as part of an independent examination.

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.



Mike Smith ACMA, CGMA  
Associate Chartered Management Accountant  
2 Avon Road, Keynsham, BS31 1LJ

14 June 2025



CHARITY COMMISSION  
FOR ENGLAND AND WALES

Charity Name <b>1st Keynsham Scouts</b>		No (if any) 305626		<b>CC16a</b>
<b>Receipts and payments accounts</b>				
For the period from	Period start date 1/4/2024	To	Period end date 31/3/2025	

## Section A Receipts and payments

	Unrestrict ed funds to the nearest £	Restricted funds to the nearest £	Endowme nt funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
Chelwood	12,632	-	-	12,632	8,540
Donations	3,520	-	-	3,520	1,745
Events	30,995	-	-	30,995	31,972
Group expenses	-	-	-	-	34
Fund Raising	12,694	-	-	12,694	17,451
Garage Let	2,700	-	-	2,700	2,250
Gift Aid	5,688	-	-	5,688	5,641
Grants	4,200	-	-	4,200	1,100
Lettings	9,108	-	-	9,108	9,042
Maintenance (Grounds)	-	-	-	-	365
Subscriptions	25,181	-	-	25,181	26,040
Training	330	-	-	330	4
Explorers	2,161	-	-	2,161	1,423
Equipment Maintenance (Activity)	130	-	-	130	-
Section allowance	1,161	-	-	1,161	715
Loan from District for barn Build	30,000	-	-	30,000	-
<b>Sub total(Gross income for AR)</b>	<b>140,500</b>	<b>-</b>	<b>-</b>	<b>140,500</b>	<b>106,322</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>140,500</b>	<b>-</b>	<b>-</b>	<b>140,500</b>	<b>106,322</b>

### A3 Payments

Badges / Books	2,478	-	-	2,478	3,036
Capitation	13,053	-	-	13,053	13,200
Computers	732	-	-	732	761
Chelwood	4,098	-	-	4,098	5,042
Events	35,015	-	-	35,015	22,873
Group Expenses	8,148	-	-	8,148	7,853
Insurance	231	-	-	231	6,989
Maintenance (Buildings)	6,903	-	-	6,903	8,956
Maintenance (Grounds)	3,110	-	-	3,110	3,838
Equipment Maintenance (Stores)	713	-	-	713	1,442
Equipment Maintenance (Activity)	2,146	-	-	2,146	1,580
Equipment Maintenance (Furniture)	-	-	-	-	276
Rates	719	-	-	719	737
Section Allowance	4,400	-	-	4,400	3,357
Training	907	-	-	907	297
Utilities	4,317	-	-	4,317	5,078
Loan repayment	3,311	-	-	3,311	-
Fund Raising	4,389	-	-	4,389	4,288
<b>Sub total</b>	<b>94,667</b>	<b>-</b>	<b>-</b>	<b>94,667</b>	<b>90,449</b>

### A4 Asset and investment purchases, (see table)

Equipment	6,327	-	-	6,327	5,731
Land and Buildings	129,023	-	-	129,023	-
<b>Sub total</b>	<b>135,350</b>	<b>-</b>	<b>-</b>	<b>135,350</b>	<b>5,731</b>

<b>Total payments</b>	<b>230,017</b>	<b>-</b>	<b>-</b>	<b>230,017</b>	<b>96,180</b>
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<b>Net of receipts/(payments)</b>	<b>- 89,517</b>	<b>-</b>	<b>-</b>	<b>- 89,517</b>	<b>10,141</b>
<b>A5 Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>139,906</b>	<b>-</b>	<b>-</b>	<b>139,906</b>	<b>129,765</b>
<b>Cash funds this year end</b>	<b>50,389</b>	<b>-</b>	<b>-</b>	<b>50,389</b>	<b>139,906</b>

## Section B Statement of Assets and Liabilities at the end of the period

Categories	Details	Unrestrict ed funds to nearest £	Restricted funds to nearest £	Endowm ent funds to nearest £
<b>B1 Cash funds</b>	Current Account	14,355	-	-
	Chelwood Account	5,552	-	-
	Reserve Account	30,482	-	-
	<b>Total cash funds</b>	<b>50,389</b>	-	-
	(agree balances with receipts and payments account(s))	OK	OK	OK



	Details	Unrestrict ed funds to nearest £	Restricted funds to nearest £	Endowm ent funds to nearest £
<b>B2 Other monetary assets</b>		-	-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B3 Investment assets</b>			-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B4 Assets retained for the charity's own use</b>	Equipment	Unrestricted	9,727	12,903
	Chelwood	Endowment	68,000	68,000
	Ashton Way Land	Endowment	20,000	20,000
	Ashton Way Buildings	Unrestricted	318,707	112,252
	Chelwood New Barn	Unrestricted	129,023	129,023

	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
<b>B5 Liabilities</b>	Loan from District for Barn Build	Unrestricted	26,689	31 December 2033

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
	LEN BRIDGES	
	IAN CAIRN	

# 1<sup>st</sup> Keynsham Scout Group

## Registered Charity no 305626

### Notes to the Accounts for the year ended 31 March 2025

**Trustee remuneration and benefits.** None of the trustees have been paid any remuneration or received any other benefits from employment with the charity.

**Fees for examination or audit of the accounts.** No fees were paid in respect of professional services or to the independent examiner.

#### **Land and Building Assets**

The Chelwood Campsite, consisting of approximately 28.01 acres situated at Chelwood, near Keynsham, was valued in September 2001 by Dreweatt Neate, Chartered Surveyors. The open Market Value placed on the freehold, with vacant possession, is £68,000.

The Land and Buildings used as the Scout Headquarters in Keynsham, was valued in October 2001 by Countrywide Commercial, Chartered Surveyors. The Land was valued at £10,000, and the building at £70,000; but the valuers note that, with approval of planning consent for commercial development, the property could be valued at £350,000 (on an Open Market Value basis). As the building was constructed a number of years ago, the Trustees are of the opinion that the building should be included in the accounts at its construction cost of £107,260 and the land at a value of £20,000.

The title deeds to the properties at Chelwood and Mayfields are held in safe keeping by the Scout Association Trust Corporation, free from any lien or charge.

#### **Additions to Buildings**

During 2010 / 2011 an extension to the Mayfields HQ was constructed. The value of the extension is shown in the accounts at its construction cost of £154,246.19. The value for insurance purposes is £155,000.

During 2013 / 2014 the ceiling in the main hall at Mayfields HQ was soundproofed to reduce sound reverberation. During 2014 / 2015 the ceiling of the Explorer Room was similarly soundproofed. The ceiling is expected to last the lifetime of the main structure of the building. The value of the ceiling has been capitalised and is shown in the accounts at its construction cost of £9,103.80 (Main Hall) and £7,068.62 (Explorer Room).

During 2017/18 the main hall floor was re-laid using funds raised via the "Under the feet of giants" campaign at a cost of £20,269.38.

An activity barn was constructed at the Chelwood Campsite during financial year 2024/25 at a cost of £129,023. The project was in part funded by a loan of £30,000 from the Scout Association repayable in installments by 31st December 2033.

**Independent Examiners Report to the Trustees of 1<sup>st</sup> Keynsham Scout Group :**  
**Registered Charity no 305626**

I report on the accounts of the 1<sup>st</sup> Keynsham Scout Group for the year ended 31 March 2025 which are set out on pages two to five of this document.

**Responsibilities and basis of report**

As the charity trustees of the 1<sup>st</sup> Keynsham 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 1<sup>st</sup> Keynsham 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(5)(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 1<sup>st</sup> Keynsham Scout Group as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view which is not a matter considered as part of an independent examination.

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.



Mike Smith ACMA, CGMA  
Associate Chartered Management Accountant  
2 Avon Road, Keynsham, BS31 1LJ

14 June 2025



CHARITY COMMISSION  
FOR ENGLAND AND WALES

Charity Name <b>1st Keynsham Scouts</b>		No (if any) 305626		<b>CC16a</b>
<b>Receipts and payments accounts</b>				
For the period from	Period start date 1/4/2024	To	Period end date 31/3/2025	

## Section A Receipts and payments

	Unrestrict ed funds to the nearest £	Restricted funds to the nearest £	Endowme nt funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
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Gift Aid	5,688	-	-	5,688	5,641
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Maintenance (Grounds)	-	-	-	-	365
Subscriptions	25,181	-	-	25,181	26,040
Training	330	-	-	330	4
Explorers	2,161	-	-	2,161	1,423
Equipment Maintenance (Activity)	130	-	-	130	-
Section allowance	1,161	-	-	1,161	715
Loan from District for barn Build	30,000	-	-	30,000	-
<b>Sub total(Gross income for AR)</b>	<b>140,500</b>	<b>-</b>	<b>-</b>	<b>140,500</b>	<b>106,322</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>140,500</b>	<b>-</b>	<b>-</b>	<b>140,500</b>	<b>106,322</b>

### A3 Payments

Badges / Books	2,478	-	-	2,478	3,036
Capitation	13,053	-	-	13,053	13,200
Computers	732	-	-	732	761
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Training	907	-	-	907	297
Utilities	4,317	-	-	4,317	5,078
Loan repayment	3,311	-	-	3,311	-
Fund Raising	4,389	-	-	4,389	4,288
<b>Sub total</b>	<b>94,667</b>	<b>-</b>	<b>-</b>	<b>94,667</b>	<b>90,449</b>

### A4 Asset and investment purchases, (see table)

Equipment	6,327	-	-	6,327	5,731
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<b>Sub total</b>	<b>135,350</b>	<b>-</b>	<b>-</b>	<b>135,350</b>	<b>5,731</b>

<b>Total payments</b>	<b>230,017</b>	<b>-</b>	<b>-</b>	<b>230,017</b>	<b>96,180</b>
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<b>Net of receipts/(payments)</b>	<b>- 89,517</b>	<b>-</b>	<b>-</b>	<b>- 89,517</b>	<b>10,141</b>
<b>A5 Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>139,906</b>	<b>-</b>	<b>-</b>	<b>139,906</b>	<b>129,765</b>
<b>Cash funds this year end</b>	<b>50,389</b>	<b>-</b>	<b>-</b>	<b>50,389</b>	<b>139,906</b>

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	<b>Total cash funds</b>	<b>50,389</b>	-	-
	(agree balances with receipts and payments account(s))	OK	OK	OK



	Details	Unrestrict ed funds to nearest £	Restricted funds to nearest £	Endowm ent funds to nearest £
<b>B2 Other monetary assets</b>		-	-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B3 Investment assets</b>			-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B4 Assets retained for the charity's own use</b>	Equipment	Unrestricted	9,727	12,903
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<b>B5 Liabilities</b>	Loan from District for Barn Build	Unrestricted	26,689	31 December 2033

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
	LEN BRIDGES	
	IAN CAIRN	

# 1<sup>st</sup> Keynsham Scout Group

## Registered Charity no 305626

### Notes to the Accounts for the year ended 31 March 2025

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An activity barn was constructed at the Chelwood Campsite during financial year 2024/25 at a cost of £129,023. The project was in part funded by a loan of £30,000 from the Scout Association repayable in installments by 31st December 2033.

**1ST KEYNSHAM SCOUT GROUP**

England & Wales - Charity number 305626

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# Accounts

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# Trustees' Annual Report

For the period

From (start date) **1st April 2023**

to end date **31st March 2024**

<b>Section A</b>	<b>Reference and administration details</b>
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Charity name	1st Keynsham Scout Group						
Other names the charity is known by							
Registered charity number (if any)	3	0	5	6	2	6	
HQ registration number							
Charity's principal address	1st Keynsham Scout Group HQ						
	Mayfields						
	Keynsham						
	Postcode	B	S	3	1	1	B W

**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	Ian Carter	Group Lead Volunteer (GLV)	
2	Len Bridges	Chair	
3	Nicky Sanders	Treasurer	
4	Jackie Mackenzie	Secretary	
5	Alan Sanders	GLV - Activities	
6	Tony French	GLV - Scouts	
7	Lee Lodder	GLV - Beavers & Cubs	
8	Dan Sawyer	KESU LV (opted in)	
9	John Balcombe	Mayfields HQ Estates	
10	Matty Jackson	Under 25 yrs representative	
11	Deon Lowe	Under 25 yrs representative	
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
Audited Accounts	Mike Smith	2 Avon Road, Keynsham, BS31 1LJ

## Description of the charity's trusts

Type of governing document

(e.g. trust deed, constitution)

The Group's 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. The Group has its constitution based upon The Scout Association template and this is reviewed and approved at the AGM annually

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)

The Group is managed by the Group Trustee Board, 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 Trustee Board consists of the Chair, Treasurer, Secretary and 8 other Trustees, made up of:

- 1 Ex Officio Trustees (Ian Carter),
- 5 GLV nominations to the Group Trustee Board (Alan Sanders, Lee Lodder, Tony French, Matty Jackson (under 25), Deon Lowe (under 25).
- 2 Elected Trustees (John Balcombe & Dan Sawyer)

1st Keynsham Scout Group is a trust established under Scout Association and charity rules, which are common to all Scout Groups. Trustees are appointed in accordance with the Policy, Organisation & Rules (POR) of the Scout Association. POR rules state that all operational committee members / trustees and adults working closely with young people must be checked through the Disclosure and Barring Service (DBS), before working with young people. Every person involved in Scouting in Keynsham is an unpaid volunteer who gives their time, life skills and expertise in providing guidance, leadership and inspiration to the young people of Keynsham.

1st Keynsham is one of the largest Groups in the UK and our success is due to the contribution made by our dedicated team of volunteers, the enthusiasm of its members, parents, guardians and supporters. To continue providing the best possible scouting experience we need to continually attract new parents / volunteers to actively support the Group.

Keynsham Explorer Scout Unit (KESU) is part of the Wansdyke District and is based at the Scout HQ in Mayfields. Although they have no liability for any financial or asset management (their accounts are submitted separately) they are an integral and very important part of the Group. Scouts move on to Explorers who develop Young Leaders to assist with Beavers, Cubs and Scouts and they also play an essential part in events such as the Auction. Explorers make a financial contribution to the group to assist with running expenses and the use of facilities and equipment.

The Scout Association (TSA) has been undertaking a Transformation program and this is changing the way many Scout Groups recruit volunteers and structure their teams. Keynsham Group changed its Trustee and Sub Committee structure several years ago and these largely align with the majority of the new TSA Transformation requirements. The Group has updated our constitution for the Transformation changes and this will be proposed and voted on at the AGM.

The Trustee Board meets approximately every 2 months and reviews reports and updates from its primary Group Leadership Team members. Members of the Trustee Board complete 'Being a Scouts Trustee' learning within the first 6 months of joining the Board.

This Group Trustee Board exists to make sure the charity is well-managed, risks are assessed and mitigated, buildings and equipment are in good working order, and everyone follows legal requirements and the organisation's policies and rules. Their support helps other volunteers run high-quality and safe programmes that gives young people skills for life.

The Trustee Board is supported by a operations team covering the myriad of requirements in managing a large Scout Group Charity, many of whom have dedicated many years service to 1st Keynsham Scout Group.

The Trustees and Operational Leadership Team regularly reviews the risks, health & safety and welfare requirements of its operations, membership and third parties.

A budget is drafted annually by the finance subcommittee, (Ian Carter, Len Bridges, Nicky Sanders and Alan Sanders) and this is considered and approved by the Trustee Board. The income and expenditure is reviewed at each Trustee Board meeting. The accounts for the year are attached and we would like to thank our treasurer Nicky Sanders for managing the Group financials during the year and preparing the year end accounts. We would also like to record our thanks to Mike Smith for the Independent Examiners Report produced at year end.

## Section B

### Structure, governance and management (continued)

#### **Risk and Internal Control**

The Group Trustee Board 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:

Severe damage to the main HQ buildings, property and equipment. The Group would install temporary accommodation and or request the use of buildings, property and equipment from neighbouring organisations in Keynsham. Similar reciprocal arrangements exist with these organisations such as the Town Council. 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 Association's 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 currently holds a significant reserve to ensure the continuity of activities should there be a major reduction in income. However, the Group has committed to utilise this reserve for the investment of building a new all weather activity barn at its Chelwood campsite and this will cost c.£130,000.

The Board has secured a £30,000 loan from the Scout District to assist with the new barn cost and to ensure sufficient funds for the on-going financial management of the Group. In the event of considerable additional unforeseen and budgeted cost to the Group it could raise additional loan(s) from Scout District of County to cover the risk or 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. The Group has a substantial team of volunteers and therefore currently considers this a manageable risk with the flexibility of resources available across 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 regular financial reviews of income and expenditure, Trustee Board approvals of budget and additional expenditure outside of budget and control limits, and comprehensive insurance policies to ensure that insurable risks are covered. The Scout Association provides insurance cover as part of the annual capitation for scouting activities including public liability. 1st Keynsham is responsible for any additional insurance cover for buildings and contents and equipment. Requirements are reviewed annually and cover is provided by Unity Insurance Brokers (Part of The Scout Association). Note: Because of accounting practices the book value of equipment and buildings will be significantly lower than the valuation for insurance purposes due to write down policies. The treasurer is the gatekeeper for all insurance claims through Unity Insurance.

Our Mayfields HQ buildings and facilities are kept in pristine condition by a team of volunteers who have grown in numbers over the past few years and their contribution is greatly valued. This group of dedicated volunteers led by John Balcombe and Dave Hopkins has saved the Group thousands of pounds in maintenance charges. To comply with relevant legislation and the conditions of our premises licence the Group employs professional and qualified trade's people in key areas.

Chelwood is located a few miles south of Keynsham where the Group owns a 30 acre camp site and nature reserve. It is a fantastic facility used for a number of events and activities throughout the year. It provides a very important income stream from the facilities and increasingly from events, and we are lucky to have a very professional and dedicated team of volunteers led by Wilf Harrison managing this facility with Christine Harrison and other supporters. The campsite is an important asset for members activities and an income stream and therefore the Group has commissioned the building of a new activity barn for the site.

Data management and GDPR compliance are seen as crucial for managing the Scout Group. The Group has been fortunate to have the experience of Alan Glasgow who has continued to progress the improvement and control of our IT systems, website and communication systems. The Group has provided its management team with a centralised online Google email and electronic data management platform and we are grateful for Alan's contribution in these areas. This now provides us with a platform for marketing, fundraising, keeping present and past members apprised of group developments and raising our profile in the community.

The senior management team are gatekeepers for vetting content of websites to ensure compliance with copyright, infringement of personal rights, defamation and data protection. Emails containing harmful content, malware and ransomware are potentially damaging to the Group and all officers and managers sending confidential information are required to use appropriate antivirus/anti-malware protection software. In order to allow leaders and managers' time to concentrate on Scouting activities record keeping has now been computerised using Compass and Online Scout Manager (OSM). Both systems are professionally managed with the highest levels of security. Bearing in mind that all involved at a local level are unpaid volunteers mostly with day jobs other than Scouting, the management of metadata could be a full time job in itself.

Section C	Objectives and activities
<p>Summary of the objects of the charity set out in its governing document</p>	<p><b>The Purpose of Scouting</b> Scouting exists to actively engage and support young people in their personal development, empowering them to make a positive contribution to society.</p> <p><b>The Values of Scouting</b> As Scouts we are guided by these values:  <b>Integrity</b> - We act with integrity; we are honest, trustworthy and loyal.  <b>Respect</b> - We have self-respect and respect for others.  <b>Care</b> - We support others and take care of the world in which we live.  <b>Belief</b> - We explore our faiths, beliefs and attitudes.  <b>Co-operation</b> - We make a positive difference; we co-operate with others and make friends.</p> <p><b>The Scout Method</b> 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.</p>
<p>Summary of the main activities in relation to these objects</p>	<p>Scouting is the very essence of our being and everything we do is geared to providing the young people, and young at heart of Keynsham with the very best experiences possible. With over 100 years of history the alumni is full of success stories of young people who have gone on to lead successful and fulfilling lives, some currently working and living in countries right across the globe.</p> <p>The Group Leadership Team restructured in 2018 and identified key activity teams to support the Groups' Beavers, Cubs and Scouts in having challenging and fun experiences. These teams cover Shooting, Water sports, Caving, Climbing, Survival, Pioneering, Clay shooting, Archery, Entertaining, Expedition, Outdoors skills, Nature and Crafts.</p> <p>There is strong demand from parents to enrol their children (boys and girls) into Scouting, and there are waiting lists for Beavers, Cubs and Scouts.</p>

The numbers shown at the census fluctuate through the year. Reducing the waiting list is desired however this depends heavily on new adult volunteers and young leaders coming forward. The fact that parents are passionate about their children being involved in Scouting is a testament to the quality and diversity of the opportunities on offer. Parents are advised that Scouting at local level is run entirely by unpaid volunteers and there are strict criteria on the ratio of leaders to children in their care. The only way in which we can reduce the waiting list is to increase the number of leaders and assistant leaders.

Our premises are used every evening and at weekends and there is a vibrant activity programme taking Scouting off site including the use of the group owned activity and campsite at Chelwood. The Group is exploring various options to build / extend the current HQ premises in Keynsham for it is now running at capacity and cannot accommodate any additional colonies, packs, troops. The Group understands the need to start Squirrels in Keynsham and is reviewing the recruitment of additional volunteers for this requirement and looking at how this will integrate within the Group.

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

The Group was founded in 1909 and it is with great pride we acknowledge the generosity of those early pioneers in presenting the Group with land and assets and in so doing laying the foundations of one of the largest and most successful Groups in the UK. This report is a representative view of 1st Keynsham Scout Group, its activities, its place in the community, but more than that through the combined efforts of all in and out of uniform the Group has provided young people with skills which have evolved over the years to meet 21st Century needs so they can embrace opportunities in future life. The Trustees would like to thank and congratulate all the unpaid volunteers for their contribution over the last twelve months.

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.

1st Keynsham Scout Group is a community based organisation dedicated to provide young people with a wide range of activities and life skills and a safe environment in which to develop their contribution to the community and wider world in the years to come. The Group is heavily involved in supporting Keynsham in Bloom and enters the RHS "In your neighbourhood" annually. The Group also allows lettings of the Keynsham Mayfields HQ & Chelwood woodland campsite premises while not in use for Scouting to allow the wider community to benefit from these excellent facilities. The Keynsham HQ premises are registered for emergency use as part of the Keynsham Council /BANES Business Continuity Plan. The Group let the HQ to the Department of Health & Social Care during the Covid19 Pandemic to use as a testing centre and the local health centres also use the HQ for mass vaccinations for the community.

Summary of the main achievements of the charity during the year

### **Membership as per Census 31st January 2024 = 240**

	<b>Total</b>	<b>Male</b>	<b>Female</b>
<b><u>BEAVERS</u></b>	<b><u>49</u></b>	<b><u>37</u></b>	<b><u>12</u></b>
K2	24	21	3
ROCKY	25	16	9
<b><u>CUBS</u></b>	<b><u>84</u></b>	<b><u>66</u></b>	<b><u>18</u></b>
CHILTERN	27	19	8
COTSWOLD	29	23	6
QUANTOCK	28	24	4
<b><u>SCOUTS</u></b>	<b><u>107</u></b>	<b><u>79</u></b>	<b><u>28</u></b>
AXE	27	21	6
FROME	28	21	7
CHEW	27	20	7
AVON	25	17	8
<b>TOTALS</b>	<b>240</b>	<b>182</b>	<b>58</b>
<b><u>WAITING LISTS</u></b>	<b><u>118</u></b>	<b><u>105</u></b>	<b><u>13</u></b>
BEAVERS	69	58	11
CUBS	35	34	1
SCOUTS	14	13	1

The Group has continued to provide outstanding scouting for its Keynsham youth. Membership numbers have increased from the previous reporting period by 17 members, primarily in the Scout section.

Sadly we must also reflect on the loss of people in the year who played a part in Scouting in Keynsham and in this last year we have sadly lost Nigel Hutchings who will be sadly missed by family, friends and our Group.

We're continually amazed at the resilience and passion of our Group volunteers and we must thank the Scout Trustees and Leadership team for all their fantastic efforts; enthusiasm and innovating ways to keep Scouting alive for all the units and our young members. And everyone behind the scenes managing our property, lettings, finances, equipment, fundraising, lettings, Chelwood, subscriptions, IT and so much more.

Our strength as a Group lies with the amazing leadership and operational leadership teams sharing the load of managing this Group and delivering great scouting for Keynsham's youth.

We had another highly successful year of fundraising activities and this is essential for minimising the members subscription charges and also investing in the Group's future. The Group has been able to maintain its bank balances and has created a healthy reserve account for the future growth and resilience.

Our leadership and executive teams have considered initial growth and investment plans and agreed that this should start with the building of a new activity barn at Chelwood. I would like to record my appreciation to our Project Team supporting this requirement. We procured a detailed structural design and tendered the required works last year, however, initial tender cost returns were far higher than expected and we reduced the specification to a more appropriate cost envelope. This was mostly achieved by removing the electrical works. Building should take place in the summer 2024.

Brief statement of the charity's policy on reserves

#### Reserves Policy

The Group held reserves of approximately £70,000 against future development at year end. This is above the level required for operating expenses. However this can be explained by the imminent use of these reserves for the new activity barn at Chelwood. It is anticipated these reserves will be used in June 2024 for this project.

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 Trustee Board recently reviewed the requirements whilst committing to the new activity barn expenditure and considers that the Group should hold a sum equivalent to 3 months running costs, circa £15,000.

Details of any funds materially in deficit

The Group has required to take a £30,000 loan from the District Scouts in order to complete the new activity barn development at Chelwood. The loan will be taken out for the final payment to the build contractor (D B Gibbons), and this is anticipated in July 2024. The loan will be for a 10 year period with repayments in December each year. The Group will look to exceed the payment schedule and repay the loan early if possible and the Group has a record of doing so on previous loan arrangements. The Group will balance this desire with the on-going running costs and holding sufficient operating funds.

Further financial review details (optional information)

#### 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.

1st Keynsham has an annual budget of approximately sixty thousand pounds all of which must be raised by the Group membership subscriptions and from fund raising activities, grants and donations. Fundraising is only made possible due to the numbers of volunteers who run the various events and the support from local businesses. The Group has strong financial governance with contingencies in place to cover unplanned changes in income or expense. Cash flow is managed through the year to ensure financial stability. We are a non-profit making charity with all funds being re-invested in the Group. Funds raised are used predominantly to pay for insurance, running costs, purchase equipment, improve facilities, and to provide leader training which in turn enhances the Scouting experience for our young people commensurate with modern Scouting.

The Group's main income streams beyond subscriptions includes the hiring of our Keynsham HQ and Chelwood campsite for various events and activities. We have music and premises licences for the HQ and can accommodate a range of events; the Group normally runs an annual scout auction and clay pigeon shoots to raise funds.

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

The Group prioritises its expenditure on ensuring the Scout members have the resources required for a safe and exhaustive activity programme. The Group's successful fundraising has enabled significant investment in its own activity equipment and dedicated substantial premises in Mayfields Keynsham and Chelwood Campsite.

The current substantial Group financial reserves are being used to further develop the Chelwood campsite with a large activity barn. This will enhance the Group facilities for its members activities and also help secure additional income lettings for the campsite.

• investment policy and objectives;

Banking is moving away from cheques and cash towards online banking systems which are now widely used. We could not operate a Group of this size and complexity without embracing online banking. Trustees have agreed guidelines on the operating procedures within the Group but there is always a risk whatever steps we take that external fraudulent activity could take place. Internal fraud prevention measures include dual monitoring of bank accounts and the availability of bank accounts for inspection at Trustee Board meetings.

We have within the Group Trustees with significant finance and banking experience and together with the Group's bankers we have tried to mitigate financial risks.

The Group monitors its income and expenses on a regular basis and takes measures to adjust these to ensure the Group cash balances are managed for the long term sustainability of the Group.

**Section F Other Optional Information**

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

To carry on the traditions of the Group we are engaging with parents and supporters to find the future inspirational leaders and supporters to take the Group forward. To reduce waiting lists the Group is actively looking at ways in which we can use additional facilities to create new Colonies, Packs and Troops which will need additional adult volunteers.

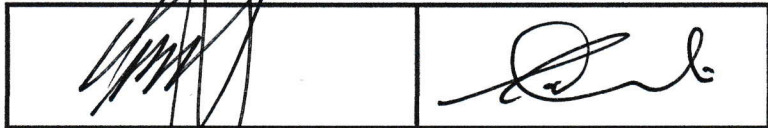
The Group will look to the introduction of Squirrels section in the coming years to fall in line with the TSA desires.

**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)

Len Bridges | Ian Carter

Position (eg Secretary, Chair)

Chair | GLV

Date

1 | 4 | 0 | 7 | 2 | 4

**Independent Examiners Report to the Trustees of 1<sup>st</sup> Keynsham Scout  
Group : Registered Charity no 305626**

I report on the accounts of the 1<sup>st</sup> Keynsham Scout Group for the year ended 31 March 2024 which are set out on pages two to four of this document.

**Responsibilities and basis of report**

As the charity trustees of the 1<sup>st</sup> Keynsham Scout Group you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

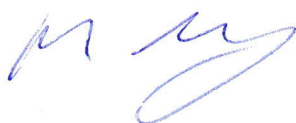
I report in respect of my examination of the 1<sup>st</sup> Keynsham Scout Group accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**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 1<sup>st</sup> Keynsham Scout Group as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view which is not a matter considered as part of an independent examination.

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.



Mike Smith ACMA, CGMA  
Associate Chartered Management Accountant  
2 Avon Road, Keynsham, BS31 1LJ

4 June 2024



CHARITY COMMISSION  
FOR ENGLAND AND WALES

Charity Name  
**1st Keynsham Scouts**

No (if any)  
108626

## Receipts and payments accounts

CC16a

For the period from  
**1/4/2023**

To  
**31/3/2024**

### Section A Receipts and payments

	Unrestricted to the nearest £	Restricted to the nearest £	Endowment to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
Chelwood	8,540	-	-	8,540	9,826
Donations	1,745	-	-	1,745	1,524
Events	31,972	-	-	31,972	15,819
Group expenses	34	-	-	34	-
Fund Raising	17,451	-	-	17,451	17,051
Garage Let	2,250	-	-	2,250	2,450
Gift Aid	5,641	-	-	5,641	8,392
Grants	1,100	-	-	1,100	1,500
Lettings	9,042	-	-	9,042	8,739
Maintenance (Grounds)	365	-	-	365	-
Subscriptions	26,040	-	-	26,040	24,166
Badges / Books	4	-	-	4	15
Explorers	1,423	-	-	1,423	1,276
Stores	-	-	-	-	-
Section allowance	715	-	-	715	2,039
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>106,322</b>	<b>-</b>	<b>-</b>	<b>106,322</b>	<b>92,796</b>
<b>A2 Asset and investment sales,</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>106,322</b>	<b>-</b>	<b>-</b>	<b>106,322</b>	<b>92,796</b>
<b>A3 Payments</b>					
Badges / Books	3,036	-	-	3,036	2,633
Capitation	13,200	-	-	13,200	11,819
Computers	761	-	-	761	360
Chelwood	5,042	-	-	5,042	2,402
Events	22,873	-	-	22,873	17,306
Group Expenses	7,853	-	-	7,853	8,548
Insurance	6,989	-	-	6,989	6,958
Maintenance (Buildings)	8,956	-	-	8,956	7,324
Maintenance (Grounds)	3,838	-	-	3,838	3,145
Equipment Maintenance (Stores)	1,442	-	-	1,442	2,200
Equipment Maintenance (Activity)	1,580	-	-	1,580	461
Equipment Maintenance (Furniture)	276	-	-	276	-
Rates	737	-	-	737	703
Section Allowance	3,357	-	-	3,357	3,175
Training	297	-	-	297	398
Utilities	5,078	-	-	5,078	3,417
Chelwood Barn project	846	-	-	846	4,058
Project	-	-	-	-	-
Fund Raising	4,288	-	-	4,288	4,999
	-	-	-	-	-
<b>Sub total</b>	<b>90,449</b>	<b>-</b>	<b>-</b>	<b>90,449</b>	<b>79,906</b>
<b>A4 Asset and investment</b>					
Equipment	5,731	-	-	5,731	3,406
Land and Buildings	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>5,731</b>	<b>-</b>	<b>-</b>	<b>5,731</b>	<b>3,406</b>
<b>Total payments</b>	<b>96,180</b>	<b>-</b>	<b>-</b>	<b>96,180</b>	<b>83,313</b>
<b>Net of receipts/(payments)</b>	<b>10,141</b>	<b>-</b>	<b>-</b>	<b>10,141</b>	<b>9,484</b>
<b>A5 Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>129,765</b>	<b>-</b>	<b>-</b>	<b>129,765</b>	<b>120,281</b>
<b>Cash funds this year end</b>	<b>139,906</b>	<b>-</b>	<b>-</b>	<b>139,906</b>	<b>129,765</b>

## Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted to nearest £	Restricted to nearest £	Endowment to nearest £
<b>B1 Cash funds</b>	Current Account	66,406	-	-
	Chelwood Account	3,018	-	-
	Reserve Account	70,482	-	-
	<b>Total cash funds</b>	<b>139,906</b>	<b>-</b>	<b>-</b>
	(agree balances with receipts and payments account(s))			

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B2 Other monetary assets</b>		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B3 Investment assets</b>			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B4 Assets retained for the charity's own use</b>	Equipment	Unrestricted	7,248	9,727
	Chelwood	Endowment	68,000	68,000
	Ashton Way Land	Endowment	20,000	20,000
	Ashton Way Buildings	Unrestricted	318,707	123,970
			-	-
		-	-	-
		-	-	-
		-	-	-

Categories	Details	Fund to which	Amount due	When due
<b>B5 Liabilities</b>			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf  
of all the trustees

Signature	Print Name	Date of approval

**1<sup>st</sup> Keynsham Scout Group**  
**Registered Charity no 305626**

**Notes to the Accounts for the year ended 31 March 2024**

**Trustee remuneration and benefits.** None of the trustees have been paid any remuneration or received any other benefits from employment with the charity.

**Fees for examination or audit of the accounts.** No fees were paid in respect of professional services or to the independent examiner.

**Land and Building Assets**

The Chelwood Campsite, consisting of approximately 28.01 acres situated at Chelwood, near Keynsham, was valued in September 2001 by Dreweatt Neate, Chartered Surveyors. The open Market Value placed on the freehold, with vacant possession, is £68,000.

The Land and Buildings used as the Scout Headquarters in Keynsham, was valued in October 2001 by Countrywide Commercial, Chartered Surveyors. The Land was valued at £10,000, and the building at £70,000; but the valuers note that, with approval of planning consent for commercial development, the property could be valued at £350,000 (on an Open Market Value basis). As the building was constructed a number of years ago, the Trustees are of the opinion that the building should be included in the accounts at its construction cost of £107,260 and the land at a value of £20,000.

The title deeds to the properties at Chelwood and Mayfields are held in safe keeping by the Scout Association Trust Corporation, free from any lien or charge.

**Additions to Buildings**

During 2010 / 2011 an extension to the Mayfields HQ was constructed. The value of the extension is shown in the accounts at its construction cost of £154,246.19. The value for insurance purposes is £155,000. The building was funded from accumulated cash reserves supplemented by a loan of £25,000 from the Scouts Association.

During 2013 / 2014 the ceiling in the main hall at Mayfields HQ was soundproofed to reduce sound reverberation. During 2014 / 2015 the ceiling of the Explorer Room was similarly soundproofed. The tiles are guaranteed for 15 years and have a "lifetime expectation as their structure does not change with age or because of fluctuations in climatic changes". The ceiling is expected to last the lifetime of the main structure of the building. The value of the ceiling has been capitalised and is shown in the accounts at its construction cost of £9,103.80 (Main Hall) and £7,068.62 (Explorer Room). The ceilings will be depreciated in line with the main building at a rate of 5% per year.

During 2017/18 the main hall floor was re-laid using funds raised via the "Under the feet of giants" campaign (see also note eight, below). Materials for the floor were purchased in financial year 16/17 at a cost of £10,376.28. The floor itself was installed during financial year 17/18 at a cost of £9,892.80 giving a total enhancement value to the Mayfields building of £20,269.38. The floor will be depreciated in line with the main building at a rate of 5% per year.

**Independent Examiners Report to the Trustees of 1<sup>st</sup> Keynsham Scout  
Group : Registered Charity no 305626**

I report on the accounts of the 1<sup>st</sup> Keynsham Scout Group for the year ended 31 March 2024 which are set out on pages two to four of this document.

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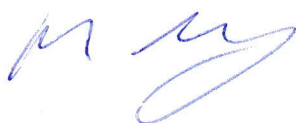
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**Independent examiner's statement**

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 1<sup>st</sup> Keynsham Scout Group as required by section 130 of the Act; or
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3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view which is not a matter considered as part of an independent examination.

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.



Mike Smith ACMA, CGMA  
Associate Chartered Management Accountant  
2 Avon Road, Keynsham, BS31 1LJ

4 June 2024



CHARITY COMMISSION  
FOR ENGLAND AND WALES

Charity Name  
**1st Keynsham Scouts**

No (if any)  
108626

## Receipts and payments accounts

CC16a

For the period from  
**1/4/2023**

To  
**31/3/2024**

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<b>A2 Asset and investment sales,</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>106,322</b>	<b>-</b>	<b>-</b>	<b>106,322</b>	<b>92,796</b>
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Chelwood	5,042	-	-	5,042	2,402
Events	22,873	-	-	22,873	17,306
Group Expenses	7,853	-	-	7,853	8,548
Insurance	6,989	-	-	6,989	6,958
Maintenance (Buildings)	8,956	-	-	8,956	7,324
Maintenance (Grounds)	3,838	-	-	3,838	3,145
Equipment Maintenance (Stores)	1,442	-	-	1,442	2,200
Equipment Maintenance (Activity)	1,580	-	-	1,580	461
Equipment Maintenance (Furniture)	276	-	-	276	-
Rates	737	-	-	737	703
Section Allowance	3,357	-	-	3,357	3,175
Training	297	-	-	297	398
Utilities	5,078	-	-	5,078	3,417
Chelwood Barn project	846	-	-	846	4,058
Project	-	-	-	-	-
Fund Raising	4,288	-	-	4,288	4,999
	-	-	-	-	-
<b>Sub total</b>	<b>90,449</b>	<b>-</b>	<b>-</b>	<b>90,449</b>	<b>79,906</b>
<b>A4 Asset and investment</b>					
Equipment	5,731	-	-	5,731	3,406
Land and Buildings	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>5,731</b>	<b>-</b>	<b>-</b>	<b>5,731</b>	<b>3,406</b>
<b>Total payments</b>	<b>96,180</b>	<b>-</b>	<b>-</b>	<b>96,180</b>	<b>83,313</b>
<b>Net of receipts/(payments)</b>	<b>10,141</b>	<b>-</b>	<b>-</b>	<b>10,141</b>	<b>9,484</b>
<b>A5 Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>129,765</b>	<b>-</b>	<b>-</b>	<b>129,765</b>	<b>120,281</b>
<b>Cash funds this year end</b>	<b>139,906</b>	<b>-</b>	<b>-</b>	<b>139,906</b>	<b>129,765</b>

## Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted to nearest £	Restricted to nearest £	Endowment to nearest £
<b>B1 Cash funds</b>	Current Account	66,406	-	-
	Chelwood Account	3,018	-	-
	Reserve Account	70,482	-	-
	<b>Total cash funds</b>	<b>139,906</b>	<b>-</b>	<b>-</b>
	(agree balances with receipts and payments account(s))			

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B2 Other monetary assets</b>		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B3 Investment assets</b>			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B4 Assets retained for the charity's own use</b>	Equipment	Unrestricted	7,248	9,727
	Chelwood	Endowment	68,000	68,000
	Ashton Way Land	Endowment	20,000	20,000
	Ashton Way Buildings	Unrestricted	318,707	123,970
			-	-
			-	-

Categories	Details	Fund to which	Amount due	When due
<b>B5 Liabilities</b>			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval

**1<sup>st</sup> Keynsham Scout Group**  
**Registered Charity no 305626**

**Notes to the Accounts for the year ended 31 March 2024**

**Trustee remuneration and benefits.** None of the trustees have been paid any remuneration or received any other benefits from employment with the charity.

**Fees for examination or audit of the accounts.** No fees were paid in respect of professional services or to the independent examiner.

**Land and Building Assets**

The Chelwood Campsite, consisting of approximately 28.01 acres situated at Chelwood, near Keynsham, was valued in September 2001 by Dreweatt Neate, Chartered Surveyors. The open Market Value placed on the freehold, with vacant possession, is £68,000.

The Land and Buildings used as the Scout Headquarters in Keynsham, was valued in October 2001 by Countrywide Commercial, Chartered Surveyors. The Land was valued at £10,000, and the building at £70,000; but the valuers note that, with approval of planning consent for commercial development, the property could be valued at £350,000 (on an Open Market Value basis). As the building was constructed a number of years ago, the Trustees are of the opinion that the building should be included in the accounts at its construction cost of £107,260 and the land at a value of £20,000.

The title deeds to the properties at Chelwood and Mayfields are held in safe keeping by the Scout Association Trust Corporation, free from any lien or charge.

**Additions to Buildings**

During 2010 / 2011 an extension to the Mayfields HQ was constructed. The value of the extension is shown in the accounts at its construction cost of £154,246.19. The value for insurance purposes is £155,000. The building was funded from accumulated cash reserves supplemented by a loan of £25,000 from the Scouts Association.

During 2013 / 2014 the ceiling in the main hall at Mayfields HQ was soundproofed to reduce sound reverberation. During 2014 / 2015 the ceiling of the Explorer Room was similarly soundproofed. The tiles are guaranteed for 15 years and have a "lifetime expectation as their structure does not change with age or because of fluctuations in climatic changes". The ceiling is expected to last the lifetime of the main structure of the building. The value of the ceiling has been capitalised and is shown in the accounts at its construction cost of £9,103.80 (Main Hall) and £7,068.62 (Explorer Room). The ceilings will be depreciated in line with the main building at a rate of 5% per year.

During 2017/18 the main hall floor was re-laid using funds raised via the "Under the feet of giants" campaign (see also note eight, below). Materials for the floor were purchased in financial year 16/17 at a cost of £10,376.28. The floor itself was installed during financial year 17/18 at a cost of £9,892.80 giving a total enhancement value to the Mayfields building of £20,269.38. The floor will be depreciated in line with the main building at a rate of 5% per year.

**1ST KEYNSHAM SCOUT GROUP**

England & Wales - Charity number 305626

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# Accounts

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## Trustees Annual Report to AGM

April 2022 - March 2023, including Post March 2023 update

### Management Team / Trustees as of March 2023

#### **Scouting Management Team (Trustees) - 5** Automatically enrolled as trustees due to their roles.

Ian Carter	GSL
Lee Lodder	GSL - Beavers / Cubs
Tony French	GSL - Scouts
Alan Sanders	GSL - Activities
Dan Sawyer	Explorers (opted in)

#### **Elected Officers (Trustees) - 3**

Len Bridges	Chairman
Nicky Sanders	Treasurer
Jackie Mackenzie	Secretary

#### **Elected Positions (Trustees) - 2**

John Balcombe – Estates Management  
Gary Welsh - Chelwood Finance

#### **Group Sub-Committee Members - 14**

Alan Glasgow	IT & Data Protection
Wilf Harrison	Chelwood Management Lead
Barrie Dunn	Chelwood Management
Pete Tamblin	Scouting
Stuart Ballard	County Adviser
Charles Sanders	Scouting President
Ann Brett	Events
Chris Deft	Quartermaster
Dave Lloyd	Quartermaster
Dave Hopkins	HQ Estates Management
Mike Smith	Finance-Gift Aid, Charity Commission, Audited Accounts*
Pam Dove	Membership Secretary
Terry Dove	HQ Venue Hire
Sue White	Auction

\* Mike Smith stood down during the year managing the Finance-Gift Aid and Charity Commission management and took over the role as Auditor of the year end accounts.

### 1<sup>st</sup> Keynsham Scout Group Data

Bankers: National Westminster, Knowle, Bristol

Group Registration Number with the Scout Association: 4221

Charity Registration Number: 305626

Contact: Website <http://www.1stkeynshamscouts.org.uk>

Inauguration: (1909) – Scout Association

### Membership as per Census 31st January 2023 = 223

	<u>Total</u>	<u>Male</u>	<u>Female</u>
<b><u>BEAVERS</u></b>	<b><u>50</u></b>	<b><u>41</u></b>	<b><u>9</u></b>
K2	25	21	4
ROCKY	25	20	5
<b><u>CUBS</u></b>	<b><u>85</u></b>	<b><u>65</u></b>	<b><u>20</u></b>
CHILTERN	28	17	11
COTSWOLD	31	26	5
QUANTOCK	26	22	4
<b><u>SCOUTS</u></b>	<b><u>88</u></b>	<b><u>64</u></b>	<b><u>24</u></b>
AXE	26	20	6
FROME	27	18	9
CHEW	12	8	4
AVON	23	18	5
<b>TOTALS</b>	<b>223</b>	<b>170</b>	<b>53</b>
<b><u>WAITING LISTS</u></b>	<b><u>131</u></b>	<b><u>106</u></b>	<b><u>25</u></b>
BEAVERS	72	62	10
CUBS	47	35	12
SCOUTS	12	9	3

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### ADULT VOLUNTEERS

94	GSL & Section Leaders (4 are Trustees)
13	Skills Instructors and assistants
5	Active support members (Chelwood)
2	DBS adult volunteers
3	Elected Officers (Trustees)
2	Elected Positions (Trustees)
14	Group sub committee members (Non Trustees)

### **Waiting Lists:**

There is strong demand from parents to enrol their children (boys and girls) into Scouting, and there are waiting lists for Beavers, Cubs and Scouts. The numbers shown at the census fluctuate through the year. Reducing the waiting list is desired however this depends heavily on new adult volunteers and young leaders coming forward. The fact that parents are passionate about their children being involved in Scouting is a testament to the quality and diversity of the opportunities on offer.

Parents are advised that Scouting at local level is run entirely by unpaid volunteers and there are strict criteria on the ratio of leaders to children in their care. The only way in which we can reduce the waiting list is to increase the number of leaders and assistant leaders.

Excepting the impact of Covid19 our premises are used every evening and at weekends and there is a vibrant activity programme taking Scouting off site including the use of the group owned activity and campsite at Chelwood. The group is exploring various options to build/extend the current HQ premises in Keynsham for it is now running at capacity and cannot accommodate any additional colonies, packs, troops. This goes hand in hand with the recruitment of additional volunteers.

### **Constitution:**

1st Keynsham Scout Group is a trust established under Scout Association and charity rules, which are common to all Scout Groups. Trustees are appointed in accordance with the Policy, Organisation & Rules (POR) of the Scout Association. POR rules state that all Executive Committee members/trustees and adults working closely with young people must be checked through the Disclosure and Barring Service, (DBS) before working with young people.

Every person involved in Scouting in Keynsham is an unpaid volunteer who gives their time, life skills and expertise in providing guidance, leadership and inspiration to the young people of Keynsham.

1st Keynsham is one of the largest groups in the UK and our success is due to the contribution made by our dedicated team of volunteers, the enthusiasm of its members, parents, guardians and supporters. To continue providing the best possible Scouting experience we need to continually attract new parents/volunteers to actively support the group.

The Scout Association (TSA) has launched a transformation program and this is changing the way many scout groups recruit volunteers and structure their teams. Keynsham group changed its Trustee and Sub Committee structure several years ago and these already align with the majority of the new TSA transformation requirements. The Group has updated our constitution for the Transformation changes and this will be proposed and voted on at the 2023 AGM.

### **Community:**

1st Keynsham Scout Group is a community based organisation dedicated to provide young people with a wide range of activities and life skills and a safe environment in which to develop their contribution to the community and wider world in the years to come. The group is heavily involved in supporting Keynsham in Bloom and enters the RHS "In your neighbourhood" annually. The Group also allows lettings of the

Keynsham Mayfields HQ & Chelwood woodland campsite premises while not in use for Scouting to allow the wider community to benefit from these excellent facilities. The Keynsham HQ premises are registered for emergency use as part of the Keynsham Council /BANES Business Continuity Plan. The Group let the HQ to the Department of Health & Social Care during the Covid19 Pandemic to use as a testing centre and the local health centres also use the HQ for mass vaccinations for the community.

### **Income streams:**

1<sup>st</sup> Keynsham has an annual budget of approximately sixty thousand pounds all of which must be raised by the group membership subscriptions and from fund raising activities, grants and donations. Fundraising is only made possible due to the numbers of volunteers who run the various events and the support from local businesses. Normal event fundraising had been heavily reduced due to the covid19 pandemic however the Group maintained its cash balances due to Government and local grants in aid due to the Pandemic. The Group is pleased to report that its fundraising returned to pre-covid19 levels in 2022/23.

The group has strong financial governance with contingencies in place to cover unplanned changes in income or expense. Cash flow is managed through the year to ensure financial stability. We are a non-profit making charity with all funds being re-invested in the group. Funds raised are used predominantly to pay for insurance, running costs, purchase equipment, improve facilities, and to provide leader training which in turn enhances the Scouting experience for our young people commensurate with modern Scouting.

The Groups main income streams beyond subscriptions includes the hiring of our Keynsham HQ and Chelwood campsite for various events and activities. We have music and premises licences for the HQ and can accommodate a range of events; the Group normally runs an annual scout auction and clay pigeon shoots to raise funds.

### **Finance and Accounts:**

The accounts for the year are attached and we would like to thank our treasurer Nicky Sanders for preparing the year end accounts. We would also like to record our thanks to Mike Smith for the Independent Examiners Report produced at year end.

### **Estates Management Mayfields:**

Our buildings and facilities are kept in pristine condition by a team of volunteers who have grown in numbers over the past few years and their contribution is greatly valued. The current team would welcome additional assistance from new volunteers. This group of dedicated volunteers led by John Balcombe and Dave Hopkins has saved the group thousands of pounds in maintenance charges. To comply with relevant legislation and the conditions of our premises licence the group employs professional and qualified trade's people in key areas.

### **Chelwood Campsite:**

Chelwood is located a few miles south of Keynsham where the group owns a 30 acre camp site and nature reserve. It is a fantastic facility used for a number of events and activities throughout the year. It provides a very important income stream from the facilities and increasingly from events, and we are lucky to have a

very professional and dedicated team of volunteers led by Wilf Harrison managing this facility with Gary Welsh and other supporters.

The campsite provided an essential safe outdoor haven for the Group to operate during the Covid19 pandemic. This has refocused the Group on the importance of the campsite to its members and the Group is exploring the possibility to build a new activity barn on the side of the main field. The Group commissioned a design for the barn during the year and tendered the works. The costs received were far in excess of expectations and the project is under further review to identify sufficient reductions in cost for the project to be viable.

### **Explorer Unit:**

Keynsham Explorer Unit is part of the Wansdyke District and is based at the Scout HQ in Mayfields. Although they have no liability for any financial or asset management (their accounts are submitted separately) they are an integral and very important part of the group.

Scouts move on to Explorers who develop young leaders to assist with Beavers, Cubs and Scouts and they also play an essential part in events such as the Auction. Explorers make a financial contribution to the group to assist with running expenses and the use of facilities and equipment.

### **Scouting:**

This is the very essence of our being and everything we do is geared to providing the young people, and young at heart of Keynsham with the very best experiences possible. With over 100 years of history the alumni is full of success stories of young people who have gone on to lead successful and fulfilling lives, some currently working and living in countries right across the globe.

Scouting nationally is growing and Keynsham is no exception and continues to be one of the largest groups in the UK. The Executive Committee would like to express its full appreciation to all Scouters and helpers for their dedication, commitment and leadership to the young people in their charge.

The GSL team are automatically enrolled as trustees but Scouters are not. Scouters do not have to become trustees but they are most welcome to become a trustee or join in at any executive meeting. Becoming a trustee does provide voting rights on any proposals at committee level.

The GSL team restructured in 2018 and identified key activity teams to support the Groups Beavers, Cubs and Scouts in having challenging and fun experiences. These teams cover Shooting, Water sports, Caving, Climbing, Survival, Pioneering, Clay shooting, Expedition, Outdoors skills and Crafts.

### **In Remembrance:**

We would like to remember at this time all those that are no longer with us, in and out of uniform, who have been members or have supported 1<sup>st</sup> Keynsham Scout Group since its inception in 1909. In this last year we have sadly lost Paul Robins and Terry Jones and they will be sadly missed by family, friends and our Group.

## **Risk analysis:**

The Group has continued to monitor the changing situation of the Coronavirus and it has been pleasing to see Scouting return to normal levels associated with prior to the pandemic. The Group will continue to monitor the situation and will provide Scouting in various formats pending the safety controls required.

Health and safety guidance is under constant review and changes including notification are distributed through OSM. There is an annual audit of risk assessments.

The group continues to monitor its activities, associated processes and procedures and focuses management to manage risks to the lowest reasonably practicable levels.

## **Scouting:**

This is governed by POR, Policy Organisation and Rules and all Scout Groups must comply with these rules. This includes the monitoring of DBS applications where all involved in Scouting working closely with young people must be vetted before commencing their roles. Members who fail to have their DBS renewed will be suspended from their roles until such time as the DBS is renewed.

## **Websites and IT:**

Alan Glasgow has continued to progress the improvement and control of our IT systems, website and communication systems. The Group has provided its management team with a centralised online Google email and electronic data management platform and we are grateful for Alans' contribution in these areas. This now provides us with a platform for marketing, fundraising, keeping present and past members appraised of group developments and raising our profile in the community.

The senior management team are gatekeepers for vetting content of websites to ensure compliance with copyright, infringement of personal rights, defamation and data protection. Emails containing harmful content, malware and ransomware are potentially damaging to the group and all officers and managers sending confidential information are required to use appropriate antivirus/anti-malware protection software. In order to allow leaders and managers' time to concentrate on Scouting activities record keeping has now been computerised using Compass and OSM. Both systems are professionally managed with the highest levels of security. Bearing in mind that all involved at a local level are unpaid volunteers mostly with day jobs other than Scouting, the management of metadata could be a full time job in itself.

## **Finance:**

Banking is moving away from cheques and cash towards online banking systems which are now widely used. We could not operate a group of this size and complexity without embracing online banking. Trustees have agreed guidelines on the operating procedures within the group but there is always a risk whatever steps we take that external fraudulent activity could take place.

Internal fraud prevention measures include dual monitoring of bank accounts and the availability of bank accounts for inspection at Executive committee meetings.

We have within the group trustees with significant banking experience and together with the group's bankers we have tried to mitigate financial risks.

The Group monitors its income and expenses on a regular basis and takes measures to adjust these to ensure the Group cash balances are managed for the long term sustainability of the Group.

### **Insurance:**

The Scout Association provides insurance cover as part of the annual capitation for scouting activities including public liability. 1<sup>st</sup> Keynsham is responsible for any additional insurance cover for buildings and contents and equipment. Requirements are reviewed annually and cover is provided by Unity Insurance Brokers (Part of the Scout Association).

Note: Because of accounting practices the book value of equipment and buildings will be significantly lower than the valuation for insurance purposes due to write down policies. The treasurer is the gatekeeper for all insurance claims through Unity Insurance.

### **Accidents and RIDDOR (Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 2013):**

There were no reportable accidents or near accidents during the year involving non Scouting activities. Accidents involving scouting activities are reported and investigated through POR procedures. A general risk assessment is updated annually and is available for inspection through the GSL.

### **Fund Raising:**

The ability to raise funds is critical in providing the best possible Scouting experience for our young people and keeping subscription charges to a minimum for members. The Groups strategic approach has been to concentrate on value added events where we provide an experience such as Clay pigeon shooting, all of which fits in with our areas of expertise and introduces adults to the Scouting experience. This along with our auction of donated items, lettings of the HQ premises and Chelwood campsite these all go to make up the Groups income to the desired amount to operate effectively.

### **New Adult Volunteers:**

We are very successful in recruiting volunteers but with work life balances and work priorities we can never have enough volunteers to share the Scouting experience and new members are always welcome to help deliver scouting and support the Group management activities.

**Summary:**

The Group was founded in 1909 and it is with great pride we acknowledge the generosity of those early pioneers in presenting the Group with land and assets and in so doing laying the foundations of one of the largest and most successful Groups in the UK. The above is a representative view of 1<sup>st</sup> Keynsham Scout Group, its activities, its place in the community, but more than that through the combined efforts of all in and out of uniform the Group has provided young people with skills which have evolved over the years to meet 21<sup>st</sup> Century needs so they can embrace opportunities in future life. I would like to thank and congratulate all the unpaid volunteers for their contribution over the last twelve months.

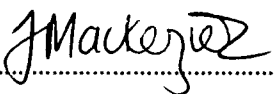
**The Future:**

To carry on the traditions of the group we are engaging with parents and supporters to find the future inspirational leaders and supporters to take the group forward. To reduce waiting lists the group is actively looking at ways in which we can use additional facilities to create new Colonies, Packs and Troops which will need additional adult volunteers.

**Report:**

Approved by the trustees on the 16th July 2023 and signed on their behalf by Group Secretary Jackie Mackenzie.

**Signature:**

  
.....

Jackie MacKenzie

Secretary, 1<sup>st</sup> Keynsham Scout Group

**Independent Examiners Report to the Trustees of 1<sup>st</sup> Keynsham Scout  
Group : Registered Charity no 305626**

I report on the accounts of the 1<sup>st</sup> Keynsham Scout Group for the year ended 31 March 2023 which are set out on pages two to four of this document.

**Responsibilities and basis of report**

As the charity trustees of the 1<sup>st</sup> Keynsham 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 1<sup>st</sup> Keynsham 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(5)(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 1<sup>st</sup> Keynsham Scout Group as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view which is not a matter considered as part of an independent examination.

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.



Mike Smith ACMA, CGMA  
Associate Chartered Management Accountant  
2 Avon Road, Keynsham, BS31 1LJ

17<sup>th</sup> July 2023



CHARITY COMMISSION  
FOR ENGLAND AND WALES

1st Keynsham Scouts

## Receipts and payments accounts

CC16a

For the period  
from

01/04/2022

To

31/03/2023

### Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
Chelwood	9,826	-	-	9,826	6,247
Donations	1,524	-	-	1,524	79
Events	15,819	-	-	15,819	16,796
Fund Raising	17,051	-	-	17,051	15,302
Garage Let	2,450	-	-	2,450	2,025
Gift Aid	8,392	-	-	8,392	2,713
Grants	1,500	-	-	1,500	22,534
Lettings	8,739	-	-	8,739	8,605
Maintenance (Grounds)	-	-	-	-	165
Subscriptions	24,166	-	-	24,166	30,694
Badges / Books	15	-	-	15	16
Explorers	1,276	-	-	1,276	924
Stores	-	-	-	-	124
Section allowance	2,039	-	-	2,039	1,212
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>92,796</b>	<b>-</b>	<b>-</b>	<b>92,796</b>	<b>107,435</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>92,796</b>	<b>-</b>	<b>-</b>	<b>92,796</b>	<b>107,435</b>
<b>A3 Payments</b>					
Badges / Books	2,633	-	-	2,633	1,605
Capitation	11,819	-	-	11,819	12,116
Computers	360	-	-	360	653
Chelwood	2,402	-	-	2,402	1,346
Events	17,306	-	-	17,306	10,885
Group Expenses	8,548	-	-	8,548	5,774
Insurance	6,958	-	-	6,958	6,199
Maintenance (Buildings)	7,324	-	-	7,324	23,831
Maintenance (Grounds)	3,145	-	-	3,145	3,520
Equipment Maintenance (Stores)	2,200	-	-	2,200	1,056
Equipment Maintenance (Activity)	461	-	-	461	1,997
Equipment Maintenance (Furniture)	-	-	-	-	-
Rates	703	-	-	703	151
Section Allowance	3,175	-	-	3,175	2,112
Training	398	-	-	398	-
Utilities	3,417	-	-	3,417	4,719
Chelwood Barn project	4,058	-	-	4,058	-
Project	-	-	-	-	-
Fund Raising	4,999	-	-	4,999	6,815
	-	-	-	-	-
<b>Sub total</b>	<b>79,906</b>	<b>-</b>	<b>-</b>	<b>79,906</b>	<b>82,777</b>
<b>A4 Asset and investment purchases, (see table)</b>					
Equipment	3,406	-	-	3,406	2,297
Land and Buildings	-	-	-	-	-
<b>Sub total</b>	<b>3,406</b>	<b>-</b>	<b>-</b>	<b>3,406</b>	<b>2,297</b>
<b>Total payments</b>	<b>83,313</b>	<b>-</b>	<b>-</b>	<b>83,313</b>	<b>85,074</b>
<b>Net of receipts/(payments)</b>	<b>9,484</b>	<b>-</b>	<b>-</b>	<b>9,484</b>	<b>22,361</b>
<b>A5 Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>120,281</b>	<b>-</b>	<b>-</b>	<b>120,281</b>	<b>97,920</b>
<b>Cash funds this year end</b>	<b>129,765</b>	<b>-</b>	<b>-</b>	<b>129,765</b>	<b>120,281</b>

## Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B1 Cash funds</b>	Current Account	53,794	-	-
	Chelwood Account	5,520	-	-
	Reserve Account	70,451	-	-
	<b>Total cash funds</b>	<b>129,766</b>	-	-

(agree balances with receipts and payments account(s))

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B2 Other monetary assets</b>		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B3 Investment assets</b>			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B4 Assets retained for the charity's own use</b>	Equipment	Unrestricted	7,804	7,248
	Chelwood	Endowment	68,000	68,000
	Ashton Way Land	Endowment	20,000	20,000
	Ashton Way Buildings	Unrestricted	318,707	135,687
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
<b>B5 Liabilities</b>			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval

# **1<sup>st</sup> Keynsham Scout Group**

## **Registered Charity no 305626**

### **Notes to the Accounts for the year ended 31 March 2023**

**Trustee remuneration and benefits.** None of the trustees have been paid any remuneration or received any other benefits from employment with the charity.

**Fees for examination or audit of the accounts.** No fees were paid in respect of professional services or to the independent examiner.

#### **Land and Building Assets**

The Chelwood Campsite, consisting of approximately 28.01 acres situated at Chelwood, near Keynsham, was valued in September 2001 by Dreweatt Neate, Chartered Surveyors. The open Market Value placed on the freehold, with vacant possession, is £68,000.

The Land and Buildings used as the Scout Headquarters in Keynsham, was valued in October 2001 by Countrywide Commercial, Chartered Surveyors. The Land was valued at £10,000, and the building at £70,000; but the valuers note that, with approval of planning consent for commercial development, the property could be valued at £350,000 (on an Open Market Value basis). As the building was constructed a number of years ago, the Trustees are of the opinion that the building should be included in the accounts at its construction cost of £107,260 and the land at a value of £20,000.

The title deeds to the properties at Chelwood and Mayfields are held in safe keeping by the Scout Association Trust Corporation, free from any lien or charge.

#### **Additions to Buildings**

During 2010 / 2011 an extension to the Mayfields HQ was constructed. The value of the extension is shown in the accounts at its construction cost of £154,246.19. The value for insurance purposes is £155,000. The building was funded from accumulated cash reserves supplemented by a loan of £25,000 from the Scouts Association.

During 2013 / 2014 the ceiling in the main hall at Mayfields HQ was soundproofed to reduce sound reverberation. During 2014 / 2015 the ceiling of the Explorer Room was similarly soundproofed. The tiles are guaranteed for 15 years and have a "lifetime expectation as their structure does not change with age or because of fluctuations in climatic changes". The ceiling is expected to last the lifetime of the main structure of the building. The value of the ceiling has been capitalised and is shown in the accounts at its construction cost of £9,103.80 (Main Hall) and £7,068.62 (Explorer Room). The ceilings will be depreciated in line with the main building at a rate of 5% per year.

During 2017/18 the main hall floor was re-laid using funds raised via the "Under the feet of giants" campaign (see also note eight, below). Materials for the floor were purchased in financial year 16/17 at a cost of £10,376.28. The floor itself was installed during financial year 17/18 at a cost of £9,892.80 giving a total enhancement value to the Mayfields building of £20,269.38. The floor will be depreciated in line with the main building at a rate of 5% per year.

**Independent Examiners Report to the Trustees of 1<sup>st</sup> Keynsham Scout  
Group : Registered Charity no 305626**

I report on the accounts of the 1<sup>st</sup> Keynsham Scout Group for the year ended 31 March 2023 which are set out on pages two to four of this document.

**Responsibilities and basis of report**

As the charity trustees of the 1<sup>st</sup> Keynsham 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 1<sup>st</sup> Keynsham 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(5)(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 1<sup>st</sup> Keynsham Scout Group as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view which is not a matter considered as part of an independent examination.

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.



Mike Smith ACMA, CGMA  
Associate Chartered Management Accountant  
2 Avon Road, Keynsham, BS31 1LJ

17<sup>th</sup> July 2023



**Receipts and payments accounts**

For the period  
from

01/04/2022

To

31/03/2023

**Section A Receipts and payments**

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
Chelwood	9,826	-	-	9,826	6,247
Donations	1,524	-	-	1,524	79
Events	15,819	-	-	15,819	16,796
Fund Raising	17,051	-	-	17,051	15,302
Garage Let	2,450	-	-	2,450	2,025
Gift Aid	8,392	-	-	8,392	2,713
Grants	1,500	-	-	1,500	22,534
Lettings	8,739	-	-	8,739	8,605
Maintenance (Grounds)	-	-	-	-	165
Subscriptions	24,166	-	-	24,166	30,694
Badges / Books	15	-	-	15	16
Explorers	1,276	-	-	1,276	924
Stores	-	-	-	-	124
Section allowance	2,039	-	-	2,039	1,212
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>92,796</b>	<b>-</b>	<b>-</b>	<b>92,796</b>	<b>107,435</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>92,796</b>	<b>-</b>	<b>-</b>	<b>92,796</b>	<b>107,435</b>
<b>A3 Payments</b>					
Badges / Books	2,633	-	-	2,633	1,605
Capitation	11,819	-	-	11,819	12,116
Computers	360	-	-	360	653
Chelwood	2,402	-	-	2,402	1,346
Events	17,306	-	-	17,306	10,885
Group Expenses	8,548	-	-	8,548	5,774
Insurance	6,958	-	-	6,958	6,199
Maintenance (Buildings)	7,324	-	-	7,324	23,831
Maintenance (Grounds)	3,145	-	-	3,145	3,520
Equipment Maintenance (Stores)	2,200	-	-	2,200	1,056
Equipment Maintenance (Activity)	461	-	-	461	1,997
Equipment Maintenance (Furniture)	-	-	-	-	-
Rates	703	-	-	703	151
Section Allowance	3,175	-	-	3,175	2,112
Training	398	-	-	398	-
Utilities	3,417	-	-	3,417	4,719
Chelwood Barn project	4,058	-	-	4,058	-
Project	-	-	-	-	-
Fund Raising	4,999	-	-	4,999	6,815
	-	-	-	-	-
<b>Sub total</b>	<b>79,906</b>	<b>-</b>	<b>-</b>	<b>79,906</b>	<b>82,777</b>
<b>A4 Asset and investment purchases, (see table)</b>					
Equipment	3,406	-	-	3,406	2,297
Land and Buildings	-	-	-	-	-
<b>Sub total</b>	<b>3,406</b>	<b>-</b>	<b>-</b>	<b>3,406</b>	<b>2,297</b>
<b>Total payments</b>	<b>83,313</b>	<b>-</b>	<b>-</b>	<b>83,313</b>	<b>85,074</b>
<b>Net of receipts/(payments)</b>	<b>9,484</b>	<b>-</b>	<b>-</b>	<b>9,484</b>	<b>22,361</b>
<b>A5 Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>120,281</b>	<b>-</b>	<b>-</b>	<b>120,281</b>	<b>97,920</b>
<b>Cash funds this year end</b>	<b>129,765</b>	<b>-</b>	<b>-</b>	<b>129,765</b>	<b>120,281</b>

## Section B Statement of assets and liabilities at the end of the period

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(agree balances with receipts and payments account(s))

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<b>B2 Other monetary assets</b>		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B3 Investment assets</b>			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
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			-	-
		-	-	-
		-	-	-
		-	-	-

Categories	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
<b>B5 Liabilities</b>			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval

# **1<sup>st</sup> Keynsham Scout Group**

## **Registered Charity no 305626**

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**Trustee remuneration and benefits.** None of the trustees have been paid any remuneration or received any other benefits from employment with the charity.

**Fees for examination or audit of the accounts.** No fees were paid in respect of professional services or to the independent examiner.

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**1ST KEYNSHAM SCOUT GROUP**

England & Wales - Charity number 305626

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# Accounts

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## Trustees Annual Report

**April 2021 - March 2022, including Post March 2022 update**

### Management Team / Trustees as of March 2022

The Scouting management team are automatically enrolled as trustees due to their roles. During this period and following the agreement at the last AGM the Group Trustees structure was changed to the following:

#### **Scouting Management Team (Trustees) - 5**

Ian Carter	GSL
Lee Lodder	GSL - Beavers / Cubs
Tony French	GSL - Scouts
Alan Sanders	GSL - Activities
Dan Sawyer	Explorers (opted in)

#### **Elected Officers (Trustees) - 3**

Len Bridges	Chairman
Nicky Sanders	Treasurer
Jackie Mackenzie	Secretary

#### **Elected Positions (Trustees) - 2**

John Balcombe – Estates Management  
Gary Welsh - Chelwood Finance

#### **Group Sub-Committee Members (non-Trustees) - 12**

Barrie Dunn	Chelwood Management
Pete Tamblin	Scouting
Stuart Ballard	County Adviser
Charles Sanders	Scouting President
Ann Brett	Events
Chris Deft	Quartermaster
Dave Lloyd	Quartermaster
Dave Hopkins	HQ Estates Management
Mike Smith	Finance-Gift Aid & Charity Commission
Pam Dove	Membership Secretary
Terry Dove	HQ Venue Hire
Sue White	Auction

**1<sup>st</sup> Keynsham Scout Group Data**

**Bankers: National Westminster, Knowle, Bristol**

**Group Registration Number with the Scout Association: 4221**

**Charity Registration Number: 305626**

**Contact: Website <http://www.1stkeynshamscouts.org.uk>**

**Inauguration: (1909) – Scout Association**

**Membership as per Census 31st January 2022 = 233**

	<b>Total</b>	<b>Male</b>	<b>Female</b>
<b><u>BEAVERS</u></b>	<b><u>48</u></b>	<b><u>36</u></b>	<b><u>12</u></b>
K2	24	16	8
ROCKY	24	20	4
<b><u>CUBS</u></b>	<b><u>82</u></b>	<b><u>70</u></b>	<b><u>12</u></b>
CHILTERN	26	19	7
COTSWOLD	30	30	0
QUANTOCK	26	21	5
<b><u>SCOUTS</u></b>	<b><u>103</u></b>	<b><u>69</u></b>	<b><u>34</u></b>
AXE	30	20	10
FROME	27	14	13
CHEW	26	18	8
AVON	20	17	3
<b>TOTALS</b>	<b>233</b>	<b>175</b>	<b>58</b>
<b><u>WAITING LISTS</u></b>	<b><u>117</u></b>	<b><u>85</u></b>	<b><u>32</u></b>
BEAVERS	48	38	10
CUBS	45	32	13
SCOUTS	24	15	9

<b><u>131</u></b>	<b><u>ADULT VOLUNTEERS</u></b>
95	GSL & Section Leaders
14	Skills Instructors and assistants
3	Active support members (Chelwood)
2	DBS adult volunteers
3	Elected Officers (Trustees)
2	Elected Positions (Trustees)
12	Group Sub-Committee Members (non-Trustees)

### **Waiting Lists:**

There is strong demand from parents to enrol their children (boys and girls) into Scouting, and there are waiting lists for Beavers, Cubs and Scouts. The numbers shown at the census fluctuate through the year. Reducing the waiting list is desired however this depends heavily on new adult volunteers and young leaders coming forward. The fact that parents are passionate about their children being involved in Scouting is a testament to the quality and diversity of the opportunities on offer. Parents are advised that Scouting at local level is run entirely by unpaid volunteers and there are strict criteria on the ratio of leaders to children in their care. The only way in which we can reduce the waiting list is to increase the number of leaders and assistant leaders. Excepting the impact of Covid19 our premises are used every evening and at weekends and there is a vibrant activity programme taking Scouting off site including the use of the group owned activity and camp site at Chelwood. The group is exploring various options to build/extend the current HQ premises in Keynsham for it is now running at capacity and cannot accommodate any additional colonies, packs, troops. This goes hand in hand with the recruitment of additional volunteers. The wider District leadership are also exploring options for the provision of Scouting in the local area due to the large amount of new housing being built in the Keynsham and surrounding areas.

### **Constitution:**

1<sup>st</sup> Keynsham Scout Group is a trust established under Scout Association and charity rules, which are common to all Scout Groups. Trustees are appointed in accordance with the Policy, Organisation & Rules (POR) of the Scout Association. POR rules state that all Executive Committee members/trustees and adults working closely with young people must be checked through the Disclosure and Barring Service, (DBS) before working with young people.

Every person involved in Scouting in Keynsham is an unpaid volunteer who gives their time, life skills and expertise in providing guidance, leadership and inspiration to the young people of Keynsham.

1<sup>st</sup> Keynsham is one of the largest groups in the UK and our success is due to the contribution made by our dedicated team of volunteers, the enthusiasm of its members, parents, guardians and supporters. To continue providing the best possible Scouting experience we need to continually attract new parents/volunteers to actively support the group.

### **Community:**

1<sup>st</sup> Keynsham Scout Group is a community based organisation dedicated to provide young people with a wide range of activities and life skills and a safe environment in which to develop their contribution to the community and wider world in the years to come. The group is heavily involved in supporting Keynsham in bloom and enters the RHS "In your neighbourhood" annually. The Group also allows lettings of the Keynsham Mayfields HQ & Chelwood woodland campsite premises while not in use for Scouting to allow the wider community to benefit from these excellent facilities. The Keynsham HQ premises are registered for emergency use as part of the Keynsham Council /BANES Business Continuity Plan. The Group let the HQ to the Department of Health & Social Care during the Covid19 Pandemic to use as a testing centre and the local health centres also use the HQ for mass vaccinations for the community.

### **Income streams:**

1<sup>st</sup> Keynsham has an annual budget of approximately sixty thousand pounds all of which must be raised by the group membership subscriptions and from fund raising activities, grants and donations. Fundraising is only possible because of the numbers of volunteers who run the various events and the support from local businesses. Normal event fundraising had been heavily reduced due to the covid19 pandemic however the Group maintained its cash balances due to Government and local grants in aid due to the Pandemic.

The group has strong financial governance with contingencies in place to cover unplanned changes in income or expense. Cash flow is managed through the year to ensure financial stability. We are a non-profit making charity with all funds being re-invested in the group. Funds raised are used predominantly to pay for insurance, running costs, purchase equipment, improve facilities, and to provide leader training which in turn enhances the Scouting experience for our young people commensurate with modern Scouting.

The Groups main income streams beyond subscriptions includes the hiring of our Keynsham HQ and Chelwood campsite for various events and activities. We have music and premises licences for the HQ and can accommodate a range of events; the Group normally runs an annual scout auction and clay pigeon shoots to raise funds.

### **Finance and Accounts:**

The accounts for the year are attached and we would like to thank our treasurer Nicky Sanders for preparing the year end accounts. We would also like to record our thanks to Mike Smith for the Independent Examiners Report produced at year end.

### **Estates Management Mayfields:**

Our buildings and facilities are kept in pristine condition by a team of volunteers who have grown in numbers over the past few years and their contribution is greatly valued. The current team would welcome additional assistance from new volunteers. This group of dedicated volunteers led by John Balcombe and Dave Hopkins has saved the group thousands of pounds in maintenance charges. To comply with relevant legislation and the conditions of our premises licence the group employs professional and qualified trade's people in key areas.

Last year the Group procured a specialist to carry out an asbestos inspection of the various premises on site and this identified several areas with asbestos. The main notable area of concern was the separate old store building and this was decommissioned pending proposals to remove the asbestos and remediate the building appropriately. The asbestos removal has now been carried out to the old stores and a new roof installed to allow the building to continue to add valuable space while the Group considers the longer term HQ plans for expansion..

The Group also procured a Water Management Risk Assessment for the premises and this identified a few recommendations to improve the systems. The Group decided it was prudent to replace the original hot water boiler to improve resilience and due to ongoing temperature variances to the water hygiene Approved Code of Practice(ACOP) requirements the Group has subsequently installed a second hot water boiler to manage the risks inline with the ACOP recommendations.

### **Chelwood Campsite:**

Chelwood is located a few miles south of Keynsham where the group owns a 30 acre camp site and nature reserve. It is a fantastic facility used for a number of events and activities throughout the year. It provides a very important income stream from the facilities and increasingly from events, and we are lucky to have a very professional and dedicated team of volunteers led by Wilf Harrison managing this facility with Gary Welsh and other supporters. In recent years the site has seen the installation of a stone Amphitheatre/Fire pit. The campsite has also provided an essential safe outdoor haven for the Group to operate during the Covid19 pandemic. This has refocused the Group on the importance of the campsite to its members and during this next year the Group will explore the possibility to build a new activity barn on the side of the main field.

### **Explorer Unit:**

Keynsham Explorer Unit is part of the Wansdyke District and is based at the Scout HQ in Mayfields. Although they have no liability for any financial or asset management (their accounts are submitted separately) they are an integral and very important part of the group.

Scouts move on to Explorers who develop young leaders to assist with Beavers, Cubs and Scouts and they also play an essential part in events such as the Auction. Explorers make a financial contribution to the group to assist with running expenses and the use of facilities and equipment.

### **Scouting:**

This is the very essence of our being and everything we do is geared to providing the young people, and young at heart of Keynsham with the very best experiences possible. With over 100 years of history the alumni is full of success stories of young people who have gone on to lead successful and fulfilling lives, some currently working and living in countries right across the globe.

Scouting nationally is growing and Keynsham is no exception and continues to be one of the largest groups in the UK. The Executive Committee would like to express its full appreciation to all Scouters and helpers for their dedication, commitment and leadership to the young people in their charge.

The GSL team are automatically enrolled as trustees but Scouters are not. Scouters do not have to become trustees but they are most welcome to become a trustee or join in at any executive meeting. Becoming a trustee does provide voting rights on any proposals at committee level.

Due to a period of very strong fundraising across all areas by the Groups volunteers the Group were able to identify additional funding to replace old equipment and provide new activity equipment that goes directly to supporting the members in having fun and enriching activities. Some of this funding was carried forward to this financial year to complete the purchases. The GSL team restructured in 2018 and identified key activity teams to support the Groups Beavers, Cubs and Scouts in having challenging and fun experiences. These teams cover Shooting, Water sports, Caving, Climbing, Survival, Pioneering, Clay shooting, Expedition, Outdoors skills and Crafts.

## **In Remembrance:**

We would like to remember at this time all those that are no longer with us, in and out of uniform, who have been members or have supported 1<sup>st</sup> Keynsham Scout Group since its inception in 1909.

## **Risk analysis:**

During this reporting period the world continued to feel the impact of Covid19 however due to the roll-out of vaccinations in the UK the impact reduced to more manageable levels. Scouts being what they are and led resolutely by a fantastic GSL team and leaders have creatively carried on with Scout meetings via video conferencing facilities and other electronic media formats as required during the periods of lockdown imposed by the government. The Group has closely monitored the changing situation of the Coronavirus and has implemented appropriate health and safety controls to manage the Groups activities and various facilities available to the Group and community. The Group will continue to monitor the situation and will provide Scouting in various formats pending the safety controls required.

Health and safety guidance is under constant review and changes including notification are distributed through OSM. There is an annual audit of risk assessments.

**Scouting:** is governed by POR, Policy Organisation and Rules and all Scout Groups must comply with these rules. This includes the monitoring of DBS applications where all involved in Scouting working closely with young people must be vetted before commencing their roles. Members who fail to have their DBS renewed will be suspended from their roles until such time as the DBS is renewed.

**Websites and IT:** Significant progress has been made through the year in IT to bring our website and communication systems up to date and we are grateful to those supporters skilled in these areas for providing their expertise. This now provides us with a platform for marketing, fundraising, keeping present and past members apprised of group developments and raising our profile in the community.

The senior management team are gatekeepers for vetting content of websites to ensure compliance with copyright, infringement of personal rights, defamation and data protection. Emails containing harmful content, malware and ransomware are potentially damaging to the group and all officers and managers sending confidential information are required to use appropriate antivirus/anti-malware protection software. In order to allow leaders and managers' time to concentrate on Scouting activities record keeping has now been computerised using Compass and OSM. Both systems are professionally managed with the highest levels of security. Bearing in mind that all involved at a local level are unpaid volunteers mostly with day jobs other than Scouting, the management of metadata could be a full time job in itself.

The Group is currently in the process of reviewing all its core data and management requirements and has been providing its management team with a centralised online Google email and electronic data management platform.

**Finance:** Banking is moving away from cheques and cash towards online banking systems which are now widely used. We could not operate a group of this size and complexity without embracing online banking. Trustees have agreed guidelines on the operating procedures within the group but there is always a risk whatever steps we take that external fraudulent activity could take place.

Internal fraud prevention measures include dual monitoring of bank accounts and the availability of bank accounts for inspection at Executive committee meetings.

We have within the group trustees with significant banking experience and together with the group's bankers we have tried to mitigate the risks.

The Group monitors its income and expenses on a regular basis and takes measures to adjust these to ensure the Group cash balances are managed for the long term future and sustainability of the Group. This was a critical activity during the height of the Covid19 pandemic when fundraising through the Groups normal plans came to a complete halt.

**Insurance:** The Scout Association provides insurance cover as part of the annual capitation for scouting activities including public liability. 1<sup>st</sup> Keynsham is responsible for any additional insurance cover for buildings and contents and equipment. Requirements are reviewed annually and cover is provided by Unity Insurance Brokers (Part of the Scout Association).

Note: Because of accounting practices the book value of equipment and buildings will be significantly lower than the valuation for insurance purposes due to write down policies. The treasurer is the gatekeeper for all insurance claims through Unity Insurance.

**Accidents and RIDDOR (Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 2013):** There were no reportable accidents or near accidents during the year involving non Scouting activities. Accidents involving scouting activities are reported and investigated through POR procedures. A general risk assessment is updated annually and is available for inspection through the GSL.

**Fund Raising:** The ability to raise funds is critical in providing the best possible Scouting experience for our young people and keeping subscription charges to a minimum for members. In the current economic situation with Covid19 the Groups normal fundraising routes were seriously impacted, however, the Government stepped in with a number of Grants managed through the local council BANES and the Group has taken these opportunities to maintain its income and reserves. The Groups strategic approach in normal times without Covid19 impact has been to concentrate on value added events where we provide an experience such as Clay pigeon shooting and golf days, all of which fits in with our areas of expertise and introduces adults to the Scouting experience. This along with our auction of donated items, lettings of the HQ premises and Chelwood campsite these all go to make up the Groups income to the desired amount to operate effectively.

**New Adult Volunteers:** We are very successful in recruiting volunteers but with work life balances and work priorities we can never have enough volunteers to share the Scouting experience and new members are always welcome to help deliver scouting and support the Group management activities.

**Summary:**

The Group was founded in 1909 and it is with great pride we acknowledge the generosity of those early pioneers in presenting the Group with land and assets and in so doing laying the foundations of one of the largest and most successful Groups in the UK. The above is a representative view of 1<sup>st</sup> Keynsham Scout Group, its activities, its place in the community, but more than that through the combined efforts of all in and out of uniform the Group has provided young people with skills which have evolved over the years to meet 21<sup>st</sup> Century needs so they can embrace opportunities in future life. I would like to thank and congratulate all the unpaid volunteers for their contribution over the last twelve months.

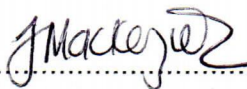
**The Future:**

To carry on the traditions of the group we are engaging with parents and supporters to find the future inspirational leaders and supporters to take the group forward. To reduce waiting lists the group is actively looking at ways in which we can use additional facilities to create new Colonies, Packs and Troops which will need additional adult volunteers.

**Report:**

Approved by the trustees on the **31 October 2022** and signed on their behalf by Group Secretary Jackie Mackenzie.

**Signature:**



Jackie MacKenzie

Secretary

1<sup>st</sup> Keynsham Scout Group

**Independent Examiners Report to the Trustees of 1<sup>st</sup> Keynsham Scout**  
**Group : Registered Charity no 305626**



I report on the accounts of the 1<sup>st</sup> Keynsham Scout Group for the year ended 31 March 2022 which are set out on pages two to four of this document.

**Responsibilities and basis of report**

As the charity trustees of the 1<sup>st</sup> Keynsham 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 1<sup>st</sup> Keynsham 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(5)(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 1<sup>st</sup> Keynsham Scout Group as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view which is not a matter considered as part of an independent examination.

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.

Mike Smith ACMA, CGMA  
Associate Chartered Management Accountant  
2 Avon Road, Keynsham, BS31 1LJ  
27 August 2022



CHARITY COMMISSION  
FOR ENGLAND AND WALES

Charity Name  
1st Keynsham Scouts

No (if any)  
105626

### Receipts and payments accounts

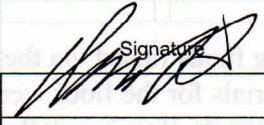
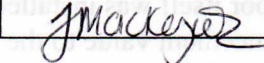
CC16a

For the period from	Period start date	To	Period end date
	01/04/2021		31/03/2022

#### Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
Chelwood	6,247	-	-	6,247	621
Donations	79	-	-	79	1,987
Events	16,796	-	-	16,796	420
Fund Raising	15,302	-	-	15,302	318
Garage Let	2,025	-	-	2,025	2,565
Gift Aid	2,713	-	-	2,713	4,504
Grants	22,534	-	-	22,534	42,272
Lettings	8,605	-	-	8,605	3,292
Maintenance (Grounds)	165	-	-	165	330
Subscriptions	30,694	-	-	30,694	11,195
Badges / Books	16	-	-	16	-
Explorers	924	-	-	924	-
Stores	124	-	-	124	-
Section Allowance	1,212	-	-	1,212	-
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>107,435</b>	<b>-</b>	<b>-</b>	<b>107,435</b>	<b>67,504</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>107,435</b>	<b>-</b>	<b>-</b>	<b>107,435</b>	<b>67,504</b>
<b>A3 Payments</b>					
Badges / Books	1,605	-	-	1,605	1,166
Capitation	12,116	-	-	12,116	12,233
Computers	653	-	-	653	537
Chelwood	1,346	-	-	1,346	3,139
Events	10,885	-	-	10,885	5,773
Group Expenses	5,774	-	-	5,774	2,017
Insurance	6,199	-	-	6,199	5,710
Maintenance (Buildings)	23,831	-	-	23,831	3,486
Maintenance (Grounds)	3,520	-	-	3,520	3,293
Equipment Maintenance (Stores)	1,056	-	-	1,056	260
Equipment Maintenance (Activity)	1,997	-	-	1,997	303
Equipment Maintenance (Furniture)	-	-	-	-	-
Rates	151	-	-	151	71
Section Allowance	2,112	-	-	2,112	699
Training	-	-	-	-	-
Utilities	4,719	-	-	4,719	2,931
Covid Costs	-	-	-	-	2,869
Project	-	-	-	-	-
Fund Raising	6,815	-	-	6,815	-
	-	-	-	-	-
<b>Sub total</b>	<b>82,778</b>	<b>-</b>	<b>-</b>	<b>82,778</b>	<b>44,486</b>
<b>A4 Asset and investment purchases, (see table)</b>					
Equipment	2,297	-	-	2,297	1,169
Land and Buildings	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>2,297</b>	<b>-</b>	<b>-</b>	<b>2,297</b>	<b>1,169</b>
<b>Total payments</b>	<b>85,074</b>	<b>-</b>	<b>-</b>	<b>85,074</b>	<b>45,655</b>
<b>Net of receipts/(payments)</b>	<b>22,361</b>	<b>-</b>	<b>-</b>	<b>22,361</b>	<b>21,849</b>
<b>A5 Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>97,920</b>	<b>-</b>	<b>-</b>	<b>97,920</b>	<b>76,071</b>
<b>Cash funds this year end</b>	<b>120,281</b>	<b>-</b>	<b>-</b>	<b>120,281</b>	<b>97,920</b>

## Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B1 Cash funds</b>	Current Account	46,734	-	-
	Chelwood Account	3,096	-	-
	Reserve Account	70,451	-	-
	<b>Total cash funds</b>	<b>120,281</b>	<b>-</b>	<b>-</b>
	(agree balances with receipts and payments account(s))			
		<b>Unrestricted funds to nearest £</b>	<b>Restricted funds to nearest £</b>	<b>Endowment funds to nearest £</b>
<b>B2 Other monetary assets</b>	Details	-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
<b>B3 Investment assets</b>	Details	-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
<b>B4 Assets retained for the charity's own use</b>	Details	-	-	-
	Equipment	Unrestricted	9,987	7,804
	Chelwood	Endowment	68,000	68,000
	Ashton Way Land	Endowment	20,000	20,000
	Ashton Way Buildings	Unrestricted	318,707	147,404
		-	-	-
		-	-	-
		-	-	-
<b>B5 Liabilities</b>	Details	-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	
		L. BRIDGES	31/10/22	
		J MACKENZIE	31/10/22	

# 1<sup>st</sup> Keynsham Scout Group

## Registered Charity no 305626

### Notes to the Accounts for the year ended 31 March 2022

**Trustee remuneration and benefits.** None of the trustees have been paid any remuneration or received any other benefits from employment with the charity.

**Fees for examination or audit of the accounts.** No fees were paid in respect of professional services or to the independent examiner.

#### **Land and Building Assets**

The Chelwood Campsite, consisting of approximately 28.01 acres situated at Chelwood, near Keynsham, was valued in September 2001 by Dreweatt Neate, Chartered Surveyors. The open Market Value placed on the freehold, with vacant possession, is £68,000.

The Land and Buildings used as the Scout Headquarters in Keynsham, was valued in October 2001 by Countrywide Commercial, Chartered Surveyors. The Land was valued at £10,000, and the building at £70,000; but the valuers note that, with approval of planning consent for commercial development, the property could be valued at £350,000 (on an Open Market Value basis). As the building was constructed a number of years ago, the Trustees are of the opinion that the building should be included in the accounts at its construction cost of £107,260 and the land at a value of £20,000.

The title deeds to the properties at Chelwood and Mayfields are held in safe keeping by the Scout Association Trust Corporation, free from any lien or charge.

#### **Additions to Buildings**

During 2010 / 2011 an extension to the Mayfields HQ was constructed. The value of the extension is shown in the accounts at its construction cost of £154,246.19. The value for insurance purposes is £155,000. The building was funded from accumulated cash reserves supplemented by a loan of £25,000 from the Scouts Association.

During 2013 / 2014 the ceiling in the main hall at Mayfields HQ was soundproofed to reduce sound reverberation. During 2014 / 2015 the ceiling of the Explorer Room was similarly soundproofed. The tiles are guaranteed for 15 years and have a "lifetime expectation as their structure does not change with age or because of fluctuations in climatic changes". The ceiling is expected to last the lifetime of the main structure of the building. The value of the ceiling has been capitalised and is shown in the accounts at its construction cost of £9,103.80 (Main Hall) and £7,068.62 (Explorer Room). The ceilings will be depreciated in line with the main building at a rate of 5% per year.

During 2017/18 the main hall floor was re-laid using funds raised via the "Under the feet of giants" campaign (see also note eight, below). Materials for the floor were purchased in financial year 16/17 at a cost of £10,376.28. The floor itself was installed during financial year 17/18 at a cost of £9,892.80 giving a total enhancement value to the Mayfields building of £20,269.38. The floor will be depreciated in line with the main building at a rate of 5% per year.

**Independent Examiners Report to the Trustees of 1<sup>st</sup> Keynsham Scout**  
**Group : Registered Charity no 305626**



I report on the accounts of the 1<sup>st</sup> Keynsham Scout Group for the year ended 31 March 2022 which are set out on pages two to four of this document.

**Responsibilities and basis of report**

As the charity trustees of the 1<sup>st</sup> Keynsham 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 1<sup>st</sup> Keynsham 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(5)(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 1<sup>st</sup> Keynsham Scout Group as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view which is not a matter considered as part of an independent examination.

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.

Mike Smith ACMA, CGMA  
Associate Chartered Management Accountant  
2 Avon Road, Keynsham, BS31 1LJ  
27 August 2022



CHARITY COMMISSION  
FOR ENGLAND AND WALES

Charity Name  
1st Keynsham Scouts

No (if any)  
105626

### Receipts and payments accounts

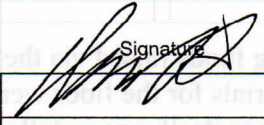
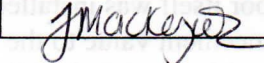
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For the period from	Period start date	To	Period end date
	01/04/2021		31/03/2022

#### Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
Chelwood	6,247	-	-	6,247	621
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Events	16,796	-	-	16,796	420
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Maintenance (Grounds)	165	-	-	165	330
Subscriptions	30,694	-	-	30,694	11,195
Badges / Books	16	-	-	16	-
Explorers	924	-	-	924	-
Stores	124	-	-	124	-
Section Allowance	1,212	-	-	1,212	-
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>107,435</b>	<b>-</b>	<b>-</b>	<b>107,435</b>	<b>67,504</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>107,435</b>	<b>-</b>	<b>-</b>	<b>107,435</b>	<b>67,504</b>
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Badges / Books	1,605	-	-	1,605	1,166
Capitation	12,116	-	-	12,116	12,233
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Equipment Maintenance (Stores)	1,056	-	-	1,056	260
Equipment Maintenance (Activity)	1,997	-	-	1,997	303
Equipment Maintenance (Furniture)	-	-	-	-	-
Rates	151	-	-	151	71
Section Allowance	2,112	-	-	2,112	699
Training	-	-	-	-	-
Utilities	4,719	-	-	4,719	2,931
Covid Costs	-	-	-	-	2,869
Project	-	-	-	-	-
Fund Raising	6,815	-	-	6,815	-
	-	-	-	-	-
<b>Sub total</b>	<b>82,778</b>	<b>-</b>	<b>-</b>	<b>82,778</b>	<b>44,486</b>
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Equipment	2,297	-	-	2,297	1,169
Land and Buildings	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>2,297</b>	<b>-</b>	<b>-</b>	<b>2,297</b>	<b>1,169</b>
<b>Total payments</b>	<b>85,074</b>	<b>-</b>	<b>-</b>	<b>85,074</b>	<b>45,655</b>
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## Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
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<b>B2 Other monetary assets</b>	Details	-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
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		-	-	-
		-	-	-
		-	-	-
		-	-	-
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	Ashton Way Buildings	Unrestricted	318,707	147,404
		-	-	-
		-	-	-
<b>B5 Liabilities</b>	Details	-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
Signed by one or two trustees on behalf of all the trustees	Signature	Fund to which liability relates	Amount due (optional)	When due (optional)
		L. BRIDGES	-	31/10/22
		J MACKENZIE	-	31/10/22

# 1<sup>st</sup> Keynsham Scout Group

## Registered Charity no 305626

### Notes to the Accounts for the year ended 31 March 2022

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**1ST KEYNSHAM SCOUT GROUP**

England & Wales - Charity number 305626

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# Accounts

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**Trustees Annual Report**  
**April 2020 - March 2021, including Post March 2021 update**

**Management Team / Trustees: March 2021**

The Scouting management team are automatically enrolled as trustees because of their management roles.

**Scouting Management**

GSL  
GSL - Beavers  
GSL - Cubs  
GSL - Scouts  
GSL - Activities

**Team (4)**

Ian Carter  
Lee Lodder  
Vacant  
Tony French  
Alan Sanders

**Trustees:**

Chairman  
Treasurer  
Secretary

**Officers (Elected) (3)**

Len Bridges  
Nicky Sanders  
Jackie Mackenzie

**Trustees:**

Barrie Dunn  
Pete Tamblin  
Stuart Ballard  
Charles Sanders  
Gary Welsh

**Scouters (Elected) (5)**

Chelwood Management  
Scouting  
County Adviser  
Scouting President  
Chelwood - Bookings & Finance

**Trustees:**

Ann Brett  
Chris Deft  
Dave Lloyd  
Dave Hopkins  
John Balcombe  
Mike Smith  
Pam Dove  
Terry Dove  
Sue White

**Elected (12)**

Events  
Quartermaster  
Quartermaster  
HQ Estates Management  
HQ Estates Management  
Finance-Gift Aid & Charity Commission  
Membership Secretary  
HQ Venue Hire  
Auction

**Trustees: Co-opted-Nominations (2)**

Alan Glasgow GDPR & website Manager  
Nic Giblin - Fundraising

### 1<sup>st</sup> Keynsham Scout Group

Bankers: National Westminster, Keynsham

Group Registration Number with the Scout Association: 4221

Charity Registration Number: 305626

Contact: Website <http://www.1stkeynshamscouts.org.uk>

Inauguration: (1909) – Scout Association

### Membership as per Census 31<sup>st</sup> January 2021 = 233

	Total	Male	Female
<b><u>BEAVERS = 50</u></b>	<b><u>50</u></b>	<b><u>41</u></b>	<b><u>9</u></b>
K2	25	19	6
ROCKY	25	22	3
<b><u>CUBS</u></b>	<b><u>87</u></b>	<b><u>76</u></b>	<b><u>11</u></b>
CHILTERN	35	29	6
COTSWOLD	29	26	3
QUANTOCK	23	21	2
<b><u>SCOUTS</u></b>	<b><u>96</u></b>	<b><u>69</u></b>	<b><u>27</u></b>
AXE	25	19	6
FROME	25	18	7
CHEW	28	17	11
AVON	18	15	3
<b>TOTALS</b>	<b><u>233</u></b>	<b><u>186</u></b>	<b><u>47</u></b>
<b><u>WAITING LISTS</u></b>	<b><u>116</u></b>	<b><u>85</u></b>	<b><u>31</u></b>
BEAVERS	64	51	13
CUBS	36	27	9
SCOUTS	16	7	9

#### 124

93

6

5

4

16

#### ADULT VOLUNTEERS

GSL & Section Leaders

Skills Instructors and assistants

Activate support members

DBS adult volunteers

Executive Trustees GS & Scouting trustees

Please note: These figures do not include leaders, Young leaders and youth members of Keynsham Explorer Scout Unit.

### **Waiting Lists:**

There is strong demand from parents to enrol their children (boys and girls) into Scouting, and there are waiting lists for Beavers, Cubs and Scouts. The numbers shown at the census fluctuate through the year. Reducing the waiting list is a priority but this depends heavily on new adult volunteers and young leaders coming forward. The fact that parents are passionate about their children being involved in Scouting is a testament to the quality and diversity of the opportunities on offer. Parents are advised that scouting at local level is run entirely by unpaid volunteers and there are strict criteria on the ratio of leaders to children in their care. The only way in which we can reduce the waiting list is to increase the number of leaders and assistant leaders. Excepting the impact of Covid19 our premises are used every evening and at weekends and there is a vibrant activity programme taking Scouting off site including the use of the group owned activity and camp site at Chelwood. The group is exploring various options to build/rent/buy additional buildings as the current HQ is running at capacity and cannot accommodate any additional colonies, packs, troops but this also goes hand in hand with the recruitment of additional volunteers. The wider District leadership are also exploring options for the provision of Scouting in the local area due to the large amount of new housing being built in the Keynsham and surrounding areas.

### **Constitution:**

1<sup>st</sup> Keynsham Scout Group is a trust established under Scout Association and charity rules, which are common to all Scout Groups. Trustees are appointed in accordance with the Policy, Organisation & Rules (POR) of the Scout Association.

POR rules state that all Executive Committee members/trustees and adults working closely with young people must be DBS (Disclosure and Barring Service) checked before working with young people.

Every person involved in Scouting in Keynsham is an unpaid volunteer who gives their time, life skills and expertise in providing guidance, leadership, and inspiration to the young people of Keynsham.

1<sup>st</sup> Keynsham is one of the largest groups in the UK and our success is due to the contribution made by our dedicated team of volunteers, the enthusiasm of its members, parents, guardians, and supporters. To continue providing the best possible Scouting experience we need to continually attract new parents/volunteers to actively support the group.

### **Community:**

1<sup>st</sup> Keynsham Scout Group is a community-based organisation dedicated to providing young people with a wide range of activities and life skills and a safe environment in which to develop their contribution to the community and wider world in the years to come. The group is heavily involved in supporting Keynsham in Bloom and works closely with the local committee. The group was awarded a gold medal from Southwest in Bloom for its entry category "In Your neighbourhood". The Group also lets the Keynsham Mayfields HQ & Chelwood woodland campsite premises while not in use for Scouting to allow the wider community to benefit from these excellent facilities.

### **Income streams:**

1<sup>st</sup> Keynsham has an annual of budget between £45K and £55K all of which must be raised by the group membership subscriptions and from fund raising activities, grants, and donations. Fundraising is only possible because of the numbers of volunteers who run the various events and the support from local businesses. Fundraising for this period has been heavily reduced to mostly Government and local grants in aid due to the Covid19 Pandemic.

The group has strong financial governance with contingencies in place to cover unplanned changes in income or expense. Cash flow is managed through the year to ensure financial stability. We are a non-profit making charity with all funds being re-invested in the group. Funds raised are used predominately to pay for insurance, running costs, purchase equipment, improve facilities, and to provide leader training which in turn enhances the Scouting experience for our young people commensurate with Modern Scouting.

The Groups main income streams beyond subscriptions includes the hiring of our HQ for various events and activities and we have music and premises licences and can accommodate children's parties and events; the hiring of Chelwood camp site; annual scout auction and clay pigeon shoots.

### **Finance and Accounts:**

The accounts for the year are attached together with the budget. We would like to thank our treasurer Nicky Sanders and Trustee Mike Smith for preparing the yearend accounts. We would also like to record our thanks to Tony Dicker & Co for the Independent Examiners Report produced at year end.

### **Estates Management Mayfields:**

Our buildings and facilities are kept in pristine condition by a small team of volunteers who have grown in numbers over the past few years and their contribution is greatly valued. The current team would welcome additional assistance from new volunteers. This group of dedicated volunteers led by John Balcombe and Dave Hopkins has saved the group thousands of pounds in maintenance charges. To comply with relevant legislation and the conditions of our premises licence the group employs professional and qualified trade's people in key areas.

The Group procured a specialist to carry out an asbestos inspection of the various premises on site and this identified several areas with asbestos. The main notable area of concern was the separate old store building, and this has been decommissioned pending proposals to remove the asbestos and remediate the building appropriately. It is hoped to undertake the clearance of asbestos works during the next year 2021/22.

The Group also procured a Water Management Risk Assessment for the premises, and this identified a few recommendations to improve the systems. The Group decided it was prudent to replace the original hot water boiler to improve resilience.

### **Chelwood Camp Site:**

Chelwood is located a few miles south of Keynsham where the group owns a 30 acre camp site and nature reserve. It is a fantastic facility used for several events and activities throughout the year. It provides a very important income stream from the facilities and increasingly from events, and we are lucky to have a very professional and dedicated team of volunteers led by Barrie Dunn managing this facility with Gary Welsh and other supporters. Following a successful letting of the site to other youth groups the Executive approved the installation of a stone Amphitheatre/Fire pit for the site and will provide a legacy for the future and fitting for 40 years of Chelwood and 110 years for 1st Keynsham Scout Group.

### **Explorer Unit:**

Keynsham Explorer Unit is part of the Wansdyke District and is based at the Scout HQ in Mayfields. Although they have no liability for any financial or asset management (their accounts are submitted separately) they are an integral and very important part of the group.

Scouts move on to Explorers who develop young leaders to assist with Beavers, Cubs and Scouts and they also play an essential part in events such as the Auction. Explorers make a financial contribution to the group to assist with running expenses and the use of facilities and equipment.

### **Scouting:**

This is the very essence of our being and everything we do is geared to providing the young people, and young at heart of Keynsham with the very best experiences possible. With over 111 years of history the alumni is full of success stories of young people who have gone on to lead successful and fulfilling lives, some currently working and living in countries across the globe.

Scouting nationally is growing and Keynsham is no exception and continues to be one of the largest groups in the UK. The Executive Committee would like to express its full appreciation to all Scouters and helpers for their dedication, commitment, and leadership to the young people in their charge.

The GSL team are automatically enrolled as trustees, but Scouters are not. Scouters do not have to become trustees, but they are most welcome join in at any executive meeting.

Due to the impact of covid`19 we have worked to slightly reduced budgets to ensure that when able all activities could recommence. We continue to seek to provide new activities supporting the members in having fun and enriching activities. Our top ten activity teams continue to support the unit leadership teams in delivery Fun and adventure.

Hats off to all leaders during the Covid19 pandemic Scouting has been delivered either virtually or live when government rules allowed. We were one of the first groups to be back live, and the activities run in summer 2020 at Chelwood was met with massive thumbs up by many young people.

While just outside of this reporting period it should be mentioned, the group had over 150 members camping in summer 2021 an amazing end we hope to the covid19 lockdown period.

## **Gone Home**

We would like to remember at this time all those that are no longer with us, in and out of uniform, who have been members of 1<sup>st</sup> Keynsham Scout Group since its inception in 1909.

Since our report in 2020:

Bob White, Mauren Gerrish & Michael Dolphin

## **Risk analysis:**

This reporting period year the world has seen the unprecedented onslaught of Covid19 and this has seen Scouting put on hold for the Group in its traditional format. Scouts being what they are and led resolutely by a fantastic GSL team and leaders have creatively carried on with Scout meetings via video conferencing facilities and other electronic media formats. The Group has closely monitored the changing situation of the Coronavirus and post this reporting year has implemented appropriate health and safety controls to manage the Group's activities and various facilities available to the Group and community. The Group will continue to monitor the situation and will provide Scouting in various formats pending the safety controls. The Covid19 situation has dramatically changed the Groups activities and income fundraising opportunities, and this will require careful monitoring of expenditure, support from Government/Council Grants and it likely to see the Group utilise some of its reserves.

Health and safety guidance is under constant review and changes including notification are distributed through OSM. There is an annual audit of risk assessments.

## **Scouting Governance**

Is governed by POR, Policy Organisation and Rules and all Scout Groups must comply with these rules. This includes the monitoring of DBS (Disclosure and Barring Service previously CRB) applications where all involved in Scouting working closely with young people must be vetted before commencing their roles. Members who fail to have their DBS renewed will be suspended from their roles until such time as the DBS is renewed.

## **Websites and IT**

Significant progress has been made through the year in IT to bring our website and communication systems up to date and we are grateful to those supporters skilled in these areas for providing their expertise. This now provides us with a platform for marketing, fundraising, keeping present and past members appraised of group developments and raising our profile in the community. The senior management team are gatekeepers for vetting content of websites to ensure compliance with

copyright, infringement of personal rights, deformation, and data protection. Emails containing harmful content, malware and ransomware are potentially damaging to the group and all officers and managers sending confidential information are required to use appropriate antivirus/anti-malware protection software. To allow leaders and managers' time to concentrate on Scouting activities record keeping has now been computerised using Compass and OSM. Both systems are professionally managed with the highest levels of security. Bearing in mind that all involved at a local level are unpaid volunteers mostly with day jobs other than Scouting, the management of metadata could be a full time job in itself.

### **Finance**

Banking is moving away from cheques and cash towards online banking systems which are now widely used. We could not operate a group of this size and complexity without embracing online banking. Trustees have agreed guidelines on the operating procedures within the group but there is always a risk whatever steps we take that external fraudulent activity could take place.

Internal fraud prevention measures include dual monitoring of bank accounts and the availability of bank accounts for inspection at Executive committee meetings.

We have within the group trustees with significant banking experience and together with the group's bankers we have tried to mitigate the risks.

### **Insurance**

The Scout Association provides insurance cover as part of the annual capitation for scouting activities including public liability. 1<sup>st</sup> Keynsham is responsible for any additional insurance cover for buildings and contents and equipment. Requirements are reviewed annually, and cover is provided by Unity Insurance Brokers (Part of the Scout Association).

Note: Because of accounting practices the book value of equipment and buildings will be significantly lower than the valuation for insurance purposes due to write down policies. The treasurer is the gatekeeper for all insurance claims through Unity Insurance.

### **Accidents and RIDDOR:** (Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 2013)

There were no reportable accidents or near accidents during the year involving non-Scouting activities. Accidents involving scouting activities are reported and investigated through POR procedures. A general risk assessment is updated annually and is available for inspection through the GSL.

### **Fund Raising**

The ability to raise funds is critical in providing the best possible Scouting experience for our young people. In the current economic situation and with funding cuts there is increasing pressure on charities to make up the shortfall for services previously provided from public funds. Charitable donations from trusts and similar institutions have declined in value due to poor returns on investments and the number of requests for donations has increased. With more requests for funding and reduced income from investments the average donation from charitable trusts is now much lower

than it was in previous years. 1<sup>st</sup> Keynsham identified a strategic approach was needed to raise funds and to this end we have been concentrating on value added events where we provide an experience such as Clay pigeon shooting and golf days, all of which fits in with our areas of expertise and introduces adults to the Scouting experience.

**New Adult Volunteers:** We are always looking to recruit volunteers but with work life balances and work priorities we can never have enough volunteers to share the Scouting experience and new members are always welcome.

**Summary:**

The Group was founded in 1909 and it is with great pride we acknowledge the generosity of those early pioneers in presenting the Group with land and assets and in so doing laying the foundations of one of the largest and most successful Groups in the UK. The above is a representative view of 1<sup>st</sup> Keynsham Scout Group, its activities, its place in the community, but more than that through the combined efforts of all in and out of uniform the Group has provided young people with skills which have evolved over the years to meet 21<sup>st</sup> Century needs so they can embrace opportunities in future life. I would like to thank and congratulate all the unpaid volunteers for their contribution over the last twelve months.

**The Future:**

To carry on the traditions of the group we are engaging with parents and supporters to find the future inspirational leaders and trustees to take the group forward. To reduce waiting lists the group is actively looking at way in which we can create /use additional facilities to create new Colonies, Packs and Troops which will need additional adult volunteers.

**Report:**

Approved by the trustees on the 25th October 2021 and signed on their behalf by Group Secretary Jackie Mackenzie.

**Signature:**

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## **Independent Examiners Report to the Trustees of 1<sup>st</sup> Keynsham Scout Group : Registered Charity no 305626**

I report on the accounts of the 1<sup>st</sup> Keynsham Scout Group for the year ended 31 March 2021 which are set out on pages two to eight of this document.

### **Responsibilities and basis of report**

As the charity trustees of the 1<sup>st</sup> Keynsham 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 1<sup>st</sup> Keynsham 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(5)(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 1<sup>st</sup> Keynsham Scout Group as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view which is not a matter considered as part of an independent examination.

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.

Tony Dicker  
Tony Dicker & Co Chartered Accountants  
29 Courtenay Road  
Keynsham  
BS31 1JU

October 2021

# 1<sup>st</sup> Keynsham Scout Group

## Registered Charity no 305626

Balance Sheet as at 31 March 2021

### 1st Keynsham Scout Group Registered Charity Number 305626

	Notes	31 March 2021 £		31 March 2020 £
<b>Fixed Assets</b>				
Tangible Assets	4	257,109		272,475
<b>Current Assets</b>				
Bank Balances	5	97,920		76,071
Prepayments	6	<u>17,863</u>		<u>16,005</u>
Total Current Assets		115,783		92,076
<b>Liabilities</b>				
<b>Net Assets</b>				
		<u>372,892</u>		<u>364,551</u>
<b>Represented by:</b>				
Endowment Funds		88,000		88,000
Unrestricted Income Funds Brought Forward		276,551		294,861
Restricted Funds Brought Forward				
Surplus / (Deficit) for current year		8,341		-18,310
<b>Total Funds</b>		<u>372,892</u>		<u>364,551</u>

The notes accompanying these statements are integral to the accounts

Signed on behalf of the Trustees:

Signature	Print Name	Date of approval

# 1<sup>st</sup> Keynsham Scout Group

## Registered Charity no 305626

### Statement of Financial Activities for the Year Ended 31 March 2021

	Notes	Unrestricted Funds £	Endowment Funds £	Total This Year £	Total Last Year £
<b>Incoming Resources :</b>					
Fundraising		318	0	318	11,186
Explorers			0	0	1,128
Grants / Donations		44,259	0	44,259	1,801
Garage Rent		2,565	0	2,565	2,700
Lettings		3,292	0	3,292	6,478
Subscriptions		11,195	0	11,195	19,916
Chelwood			0	0	7,784
Events			0	0	5,807
Gift Aid		4,504	0	4,504	4,445
<b>Total Income</b>		<b>66,133</b>	<b>0</b>	<b>66,133</b>	<b>61,245</b>
<b>Expenditure:</b>					
Membership	6	10,488	0	10,488	9,300
Projects Expense		0	0	0	15,677
Insurance	6	5,668	0	5,668	5,209
Maintenance		7,011	0	7,011	15,022
Rates		0	0	0	690
Badges / Books		1,166	0	1,166	2,486
Utilities		2,931	0	2,931	3,611
Activities		6,052	0	6,052	2,061
Other		2,554	0	2,554	5,109
Chelwood		2,518	0	2,518	4,736
Covid Costs		2,869	0	2,869	0
Depreciation of Buildings	4	11,717	0	11,717	11,717
Depreciation of Equipment	4	4,817	0	4,817	3,935
<b>Total Expenditure</b>		<b>57,792</b>	<b>0</b>	<b>57,792</b>	<b>79,555</b>
<b>Net (Outgoing) / Incoming Resources</b>		<b>8,341</b>	<b>0</b>	<b>8,341</b>	<b>-18,310</b>
<b>Fund Balances Brought Forward</b>		<b>276,551</b>	<b>88,000</b>	<b>364,551</b>	<b>382,861</b>
<b>Fund Balances Carried Forward</b>		<b>284,892</b>	<b>88,000</b>	<b>372,892</b>	<b>364,551</b>

The notes accompanying these statements are integral to the accounts

# 1<sup>st</sup> Keynsham Scout Group

## Registered Charity no 305626

### Statement of Cash Flows for the Year Ended 31 March 2021

#### Statement of Cash Flows

	Total Funds £'s	Prior Year Funds £'s	Note
<b>Cash Flows from operating activities</b>			
<b>Net cash provided by (used in) operating activities</b>	<u>23,018</u>	<u>-4,153</u>	
<b>Cash flows from investing activities</b>			
Dividends, interest and rent from investments			
Proceeds from the sale of property, plant and equipment			
Purchase of property, plant and equipment	-1,169	-6,138	
Proceeds from the sale of investments			
Purchase of investments			
<b>Net cash provided by (used in) investing activities</b>	<u>-1,169</u>	<u>-6,138</u>	
<b>Cash Flows from financing activities</b>			
Repayments of borrowing	0	0	
Cash inflow from new borrowing			
Receipt of endowment			
<b>Net cash provided by (used in) financing activities</b>	<u>0</u>	<u>0</u>	
Change in cash and cash equivalents in the reporting period	21,849	-10,291	
Cash and cash equivalents at the beginning of the reporting period	76,071	86,362	
Change in cash and cash equivalents due to exchange rate movements			
Cash and cash equivalents at the end of the reporting period	<u>97,920</u>	<u>76,071</u>	

#### Reconciliation of net income / expenditure to net cash flow from operating activities

	Total Funds £'s	Prior Year Funds £'s	Note
<b>Net income / expenditure for the reporting period (as per the statement of financial activities)</b>	8,341	-18,310	
Adjustment for:			
Depreciation charges	16,535	15,653	
(Gains) / Losses on investments			
Dividends, interest and rents from investments			
Loss / (profit) on the sale of fixed assets			
(Increase) / decrease in stocks			
(Increase) / decrease in debtors	-1,858	-1,496	
(Increase) / decrease in creditors			
<b>Net Cash provided by (used in) operating activities</b>	<u>23,018</u>	<u>-4,153</u>	

#### Analysis of cash and cash equivalents

	Current Year £'s	Prior Year Funds £'s	Note
Cash in hand	97,920	76,071	5
Notice deposits (less than 3 months)			
Overdraft facility repayable on demand			
<b>Total cash and cash equivalents</b>	<u>97,920</u>	<u>76,071</u>	

# 1<sup>st</sup> Keynsham Scout Group

## Registered Charity no 305626

### Notes to the Accounts for the year ended 31 March 2021

#### Note 1 – Basis of Preparation

1.1 Basis of accounting – The accounts for the year ended 31 March 2021 have been prepared in accordance with the Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015). The disclosure of information contained within this report is appropriate to a smaller charity below the charity audit threshold in line with guidance contained within the SORP.

1.2 There has been no change to the accounting policies (valuation rules and methods of accounting) since last year.

1.3 No changes have been made to accounts for previous years.

#### Note 2 – Accounting Policies

2.1 Income recognition – Income is recognised when it becomes due, receipt is probable and the amount can be measured accurately.

2.2 Grants and donations are only included in the Statement of Financial Activities when the charity has unconditional entitlement to the resources.

2.3 The value of voluntary help received is not included in the accounts.

2.4 Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to pay out resources.

2.5 Tangible Fixed Assets and Depreciation – Land at Chelwood is shown in the accounts at a valuation carried out in September 2001. Buildings at Mayfields HQ are included in the accounts at their construction costs and depreciated at a rate of 5% per annum. Equipment is carried at cost, less depreciation calculated at the rate of 25% per annum.

#### Note 3 – Details of Certain Items of Expenditure

3.1 **Trustee remuneration and benefits.** None of the trustees have been paid any remuneration or received any other benefits from employment with the charity. A total of £ 4,582.35 has been paid to nine trustees in respect of reimbursement of group operational expenses incurred.

3.2 **Fees for examination or audit of the accounts.** £420 were paid in respect of professional services or to the independent examiner.

## Note 4 – Fixed Assets

### Note 4 Fixed Assets

	Chelwood Campsite £	Mayfields Land £	Mayfields Building £	Equipment £	Total £
<b>Cost</b>					
Balance b/fwd 1 April 2020	68,000	20,000	297,948	13,636	399,584
Additions during the year				1,169	1,169
Disposals during the year					
<b>Balance c/fwd 31 March 2021</b>	<b>68,000</b>	<b>20,000</b>	<b>297,948</b>	<b>14,805</b>	<b>400,753</b>
<b>Depreciation</b>					
Balance b/fwd 1 April 2020	0	0	127,109	0	127,109
Charge for the year	0	0	11,717	4,817	16,534
Eliminated on disposals in year	0	0	0	0	0
<b>Balance c/fwd 31 March 2021</b>	<b>0</b>	<b>0</b>	<b>138,826</b>	<b>4,817</b>	<b>143,643</b>
<b>Net book value at 31 March 2021</b>	<b>68,000</b>	<b>20,000</b>	<b>159,122</b>	<b>9,988</b>	<b>257,110</b>
<b>Net Book value at 31 March 2020</b>	68,000	20,000	170,839	13,636	272,475

2020

2021

### EQUIPMENT

	Depreciation	Additions	
FURNITURE AND FITTINGS	2616	-1124	1,492
STORES EQUIPMENT	1007	-309	1,867
ACTIVITY EQUIPMENT	10014	-3384	6,629
<b>TOTAL EQUIPMENT</b>	<b>13,636</b>	<b>-4,817</b>	<b>9,987</b>

## **Revaluations**

4.1 The Chelwood Campsite, consisting of approximately 28.01 acres situated at Chelwood, near Keynsham, was valued in September 2001 by Dreweatt Neate, Chartered Surveyors. The open Market Value placed on the freehold, with vacant possession, is £68,000.

4.2 The Land and Buildings used as the Scout Headquarters in Keynsham, was valued in October 2001 by Countrywide Commercial, Chartered Surveyors. The Land was valued at £10,000, and the building at £70,000; but the valuers note that, with approval of planning consent for commercial development, the property could be valued at £350,000 (on an Open Market Value basis). As the building was constructed a number of years ago, the Trustees are of the opinion that the building should be included in the accounts at its construction cost of £107,260 and the land at a value of £20,000.

4.3 The title deeds to the properties at Chelwood and Mayfields are held in safe keeping by the Scout Association Trust Corporation, free from any lien or charge.

## **Additions to Buildings**

4.4 During 2010 / 2011 an extension to the Mayfields HQ was constructed. The value of the extension is shown in the accounts at its construction cost of £154,246.19. The value for insurance purposes is £155,000. The building was funded from accumulated cash reserves supplemented by a loan of £25,000 from the Scouts Association.

4.5 During 2013 / 2014 the ceiling in the main hall at Mayfields HQ was soundproofed to reduce sound reverberation. During 2014 / 2015 the ceiling of the Explorer Room was similarly soundproofed. The tiles are guaranteed for 15 years and have a “lifetime expectation as their structure does not change with age or because of fluctuations in climatic changes”. The ceiling is expected to last the lifetime of the main structure of the building. The value of the ceiling has been capitalised and is shown in the accounts at its construction cost of £9,103.80 (Main Hall) and £7,068.62 (Explorer Room). The ceilings will be depreciated in line with the main building at a rate of 5% per year.

4.6 During 2017/18 the main hall floor was re-laid using funds raised via the “Under the feet of giants” campaign (see also note eight, below). Materials for the floor were purchased in financial year 16/17 at a cost of £10,376.28. The floor itself was installed during financial year 17/18 at a cost of £9,892.80 giving a total enhancement value to the Mayfields building of £20,269.38. The floor will be depreciated in line with the main building at a rate of 5% per year.

## Note 5 – Cash and Bank Balances

### 5.1 Cash and Bank Balances held by the group at the 31<sup>st</sup> March 2021.

Note 5 - Cash and Bank Balances		£'s								
ACCOUNTS	01 April 2020	Cash Income	Uncashed Cheques	Cash Expenditure	Transfers			31 March 2021	Uncleared Payments	cheques Deposits
CURRENT ACCOUNT	40,057.02	46,246.65	-42728.05					43,575.62		
CHELWOOD	4,159.42	21,257.00	-2,926.48			-8,000.00		14,489.94		
RESERVE	31,854.65					8,000.00		39,854.65		
SUBSCRIPTIONS	0.00							0.00		
PROJECTS	0.00							0.00		
ACTIVITIES	0.00							0.00		
<b>TOTAL OF ACCOUNTS</b>	<b>76,071.09</b>	<b>67,503.65</b>	<b>-45,654.53</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>97,920.21</b>		

## Note 6 – Prepayments

### Note 6 - Prepayments

£,s

Prepayments as at 1 April 2020 charged to 20 /21

CAPITATION	10,488.00
INSURANCE	5,517.12

**16,005.12**

Prepayments as at 31 March 2021 to be charged to 21 / 22

CAPITATION	12,232.50
INSURANCE	5,559.00
RATES	71.28

**17,862.78**

## **Independent Examiners Report to the Trustees of 1<sup>st</sup> Keynsham Scout Group : Registered Charity no 305626**

I report on the accounts of the 1<sup>st</sup> Keynsham Scout Group for the year ended 31 March 2021 which are set out on pages two to eight of this document.

### **Responsibilities and basis of report**

As the charity trustees of the 1<sup>st</sup> Keynsham 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 1<sup>st</sup> Keynsham 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(5)(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 1<sup>st</sup> Keynsham Scout Group as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view which is not a matter considered as part of an independent examination.

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.

Tony Dicker  
Tony Dicker & Co Chartered Accountants  
29 Courtenay Road  
Keynsham  
BS31 1JU

October 2021

# 1<sup>st</sup> Keynsham Scout Group

## Registered Charity no 305626

Balance Sheet as at 31 March 2021

### 1st Keynsham Scout Group Registered Charity Number 305626

	Notes	31 March 2021 £		31 March 2020 £
<b>Fixed Assets</b>				
Tangible Assets	4	257,109		272,475
<b>Current Assets</b>				
Bank Balances	5	97,920		76,071
Prepayments	6	<u>17,863</u>		<u>16,005</u>
Total Current Assets		115,783		92,076
<b>Liabilities</b>				
<b>Net Assets</b>				
		<u>372,892</u>		<u>364,551</u>
<b>Represented by:</b>				
Endowment Funds		88,000		88,000
Unrestricted Income Funds Brought Forward		276,551		294,861
Restricted Funds Brought Forward				
Surplus / (Deficit) for current year		8,341		-18,310
<b>Total Funds</b>				
		<u>372,892</u>		<u>364,551</u>

The notes accompanying these statements are integral to the accounts

Signed on behalf of the Trustees:

Signature	Print Name	Date of approval

# 1<sup>st</sup> Keynsham Scout Group

## Registered Charity no 305626

### Statement of Financial Activities for the Year Ended 31 March 2021

	Notes	Unrestricted Funds £	Endowment Funds £	Total This Year £	Total Last Year £
<b>Incoming Resources :</b>					
Fundraising		318	0	318	11,186
Explorers			0	0	1,128
Grants / Donations		44,259	0	44,259	1,801
Garage Rent		2,565	0	2,565	2,700
Lettings		3,292	0	3,292	6,478
Subscriptions		11,195	0	11,195	19,916
Chelwood			0	0	7,784
Events			0	0	5,807
Gift Aid		4,504	0	4,504	4,445
<b>Total Income</b>		<b>66,133</b>	<b>0</b>	<b>66,133</b>	<b>61,245</b>
<b>Expenditure:</b>					
Membership	6	10,488	0	10,488	9,300
Projects Expense		0	0	0	15,677
Insurance	6	5,668	0	5,668	5,209
Maintenance		7,011	0	7,011	15,022
Rates		0	0	0	690
Badges / Books		1,166	0	1,166	2,486
Utilities		2,931	0	2,931	3,611
Activities		6,052	0	6,052	2,061
Other		2,554	0	2,554	5,109
Chelwood		2,518	0	2,518	4,736
Covid Costs		2,869	0	2,869	0
Depreciation of Buildings	4	11,717	0	11,717	11,717
Depreciation of Equipment	4	4,817	0	4,817	3,935
<b>Total Expenditure</b>		<b>57,792</b>	<b>0</b>	<b>57,792</b>	<b>79,555</b>
<b>Net (Outgoing) / Incoming Resources</b>		<b>8,341</b>	<b>0</b>	<b>8,341</b>	<b>-18,310</b>
<b>Fund Balances Brought Forward</b>		<b>276,551</b>	<b>88,000</b>	<b>364,551</b>	<b>382,861</b>
<b>Fund Balances Carried Forward</b>		<b>284,892</b>	<b>88,000</b>	<b>372,892</b>	<b>364,551</b>

The notes accompanying these statements are integral to the accounts

# 1<sup>st</sup> Keynsham Scout Group

## Registered Charity no 305626

### Statement of Cash Flows for the Year Ended 31 March 2021

#### Statement of Cash Flows

	Total Funds £'s	Prior Year Funds £'s	Note
<b>Cash Flows from operating activities</b>			
<b>Net cash provided by (used in) operating activities</b>	<u>23,018</u>	<u>-4,153</u>	
<b>Cash flows from investing activities</b>			
Dividends, interest and rent from investments			
Proceeds from the sale of property, plant and equipment			
Purchase of property, plant and equipment	-1,169	-6,138	
Proceeds from the sale of investments			
Purchase of investments			
<b>Net cash provided by (used in) investing activities</b>	<u>-1,169</u>	<u>-6,138</u>	
<b>Cash Flows from financing activities</b>			
Repayments of borrowing	0	0	
Cash inflow from new borrowing			
Receipt of endowment			
<b>Net cash provided by (used in) financing activities</b>	<u>0</u>	<u>0</u>	
Change in cash and cash equivalents in the reporting period	21,849	-10,291	
Cash and cash equivalents at the beginning of the reporting period	76,071	86,362	
Change in cash and cash equivalents due to exchange rate movements			
Cash and cash equivalents at the end of the reporting period	<u>97,920</u>	<u>76,071</u>	

#### Reconciliation of net income / expenditure to net cash flow from operating activities

	Total Funds £'s	Prior Year Funds £'s	Note
<b>Net income / expenditure for the reporting period (as per the statement of financial activities)</b>	8,341	-18,310	
Adjustment for:			
Depreciation charges	16,535	15,653	
(Gains) / Losses on investments			
Dividends, interest and rents from investments			
Loss / (profit) on the sale of fixed assets			
(Increase) / decrease in stocks			
(Increase) / decrease in debtors	-1,858	-1,496	
(Increase) / decrease in creditors			
<b>Net Cash provided by (used in) operating activities</b>	<u>23,018</u>	<u>-4,153</u>	

#### Analysis of cash and cash equivalents

	Current Year £'s	Prior Year Funds £'s	Note
Cash in hand	97,920	76,071	5
Notice deposits (less than 3 months)			
Overdraft facility repayable on demand			
<b>Total cash and cash equivalents</b>	<u>97,920</u>	<u>76,071</u>	

# 1<sup>st</sup> Keynsham Scout Group

## Registered Charity no 305626

### Notes to the Accounts for the year ended 31 March 2021

#### Note 1 – Basis of Preparation

1.1 Basis of accounting – The accounts for the year ended 31 March 2021 have been prepared in accordance with the Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015). The disclosure of information contained within this report is appropriate to a smaller charity below the charity audit threshold in line with guidance contained within the SORP.

1.2 There has been no change to the accounting policies (valuation rules and methods of accounting) since last year.

1.3 No changes have been made to accounts for previous years.

#### Note 2 – Accounting Policies

2.1 Income recognition – Income is recognised when it becomes due, receipt is probable and the amount can be measured accurately.

2.2 Grants and donations are only included in the Statement of Financial Activities when the charity has unconditional entitlement to the resources.

2.3 The value of voluntary help received is not included in the accounts.

2.4 Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to pay out resources.

2.5 Tangible Fixed Assets and Depreciation – Land at Chelwood is shown in the accounts at a valuation carried out in September 2001. Buildings at Mayfields HQ are included in the accounts at their construction costs and depreciated at a rate of 5% per annum. Equipment is carried at cost, less depreciation calculated at the rate of 25% per annum.

#### Note 3 – Details of Certain Items of Expenditure

3.1 **Trustee remuneration and benefits.** None of the trustees have been paid any remuneration or received any other benefits from employment with the charity. A total of £ 4,582.35 has been paid to nine trustees in respect of reimbursement of group operational expenses incurred.

3.2 **Fees for examination or audit of the accounts.** £420 were paid in respect of professional services or to the independent examiner.

## Note 4 – Fixed Assets

### Note 4 Fixed Assets

	Chelwood Campsite £	Mayfields Land £	Mayfields Building £	Equipment £	Total £
<b>Cost</b>					
Balance b/fwd 1 April 2020	68,000	20,000	297,948	13,636	399,584
Additions during the year				1,169	1,169
Disposals during the year					
<b>Balance c/fwd 31 March 2021</b>	<b>68,000</b>	<b>20,000</b>	<b>297,948</b>	<b>14,805</b>	<b>400,753</b>
<b>Depreciation</b>					
Balance b/fwd 1 April 2020	0	0	127,109	0	127,109
Charge for the year	0	0	11,717	4,817	16,534
Eliminated on disposals in year	0	0	0	0	0
<b>Balance c/fwd 31 March 2021</b>	<b>0</b>	<b>0</b>	<b>138,826</b>	<b>4,817</b>	<b>143,643</b>
<b>Net book value at 31 March 2021</b>	<b>68,000</b>	<b>20,000</b>	<b>159,122</b>	<b>9,988</b>	<b>257,110</b>
<b>Net Book value at 31 March 2020</b>	68,000	20,000	170,839	13,636	272,475

2020

2021

### EQUIPMENT

	Depreciation	Additions	
FURNITURE AND FITTINGS	2616	-1124	1,492
STORES EQUIPMENT	1007	-309	1,867
ACTIVITY EQUIPMENT	10014	-3384	6,629
<b>TOTAL EQUIPMENT</b>	<b>13,636</b>	<b>-4,817</b>	<b>9,987</b>

## **Revaluations**

4.1 The Chelwood Campsite, consisting of approximately 28.01 acres situated at Chelwood, near Keynsham, was valued in September 2001 by Dreweatt Neate, Chartered Surveyors. The open Market Value placed on the freehold, with vacant possession, is £68,000.

4.2 The Land and Buildings used as the Scout Headquarters in Keynsham, was valued in October 2001 by Countrywide Commercial, Chartered Surveyors. The Land was valued at £10,000, and the building at £70,000; but the valuers note that, with approval of planning consent for commercial development, the property could be valued at £350,000 (on an Open Market Value basis). As the building was constructed a number of years ago, the Trustees are of the opinion that the building should be included in the accounts at its construction cost of £107,260 and the land at a value of £20,000.

4.3 The title deeds to the properties at Chelwood and Mayfields are held in safe keeping by the Scout Association Trust Corporation, free from any lien or charge.

## **Additions to Buildings**

4.4 During 2010 / 2011 an extension to the Mayfields HQ was constructed. The value of the extension is shown in the accounts at its construction cost of £154,246.19. The value for insurance purposes is £155,000. The building was funded from accumulated cash reserves supplemented by a loan of £25,000 from the Scouts Association.

4.5 During 2013 / 2014 the ceiling in the main hall at Mayfields HQ was soundproofed to reduce sound reverberation. During 2014 / 2015 the ceiling of the Explorer Room was similarly soundproofed. The tiles are guaranteed for 15 years and have a “lifetime expectation as their structure does not change with age or because of fluctuations in climatic changes”. The ceiling is expected to last the lifetime of the main structure of the building. The value of the ceiling has been capitalised and is shown in the accounts at its construction cost of £9,103.80 (Main Hall) and £7,068.62 (Explorer Room). The ceilings will be depreciated in line with the main building at a rate of 5% per year.

4.6 During 2017/18 the main hall floor was re-laid using funds raised via the “Under the feet of giants” campaign (see also note eight, below). Materials for the floor were purchased in financial year 16/17 at a cost of £10,376.28. The floor itself was installed during financial year 17/18 at a cost of £9,892.80 giving a total enhancement value to the Mayfields building of £20,269.38. The floor will be depreciated in line with the main building at a rate of 5% per year.

## Note 5 – Cash and Bank Balances

### 5.1 Cash and Bank Balances held by the group at the 31<sup>st</sup> March 2021.

Note 5 - Cash and Bank Balances

ACCOUNTS	£'s								
	01 April 2020	Cash Income	Uncashed Cheques	Cash Expenditure	Transfers		31 March 2021	Uncleared Payments	cheques Deposits
CURRENT ACCOUNT	40,057.02	46,246.65	-42,728.05				43,575.62		
CHELWOOD	4,159.42	21,257.00	-2,926.48		-8,000.00		14,489.94		
RESERVE	31,854.65				8,000.00		39,854.65		
SUBSCRIPTIONS	0.00						0.00		
PROJECTS	0.00						0.00		
ACTIVITIES	0.00						0.00		
<b>TOTAL OF ACCOUNTS</b>	<b>76,071.09</b>	<b>67,503.65</b>	<b>-45,654.53</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>97,920.21</b>		

## Note 6 – Prepayments

### Note 6 - Prepayments

£,s

Prepayments as at 1 April 2020 charged to 20 / 21

CAPITATION	10,488.00
INSURANCE	5,517.12

**16,005.12**

Prepayments as at 31 March 2021 to be charged to 21 / 22

CAPITATION	12,232.50
INSURANCE	5,559.00
RATES	71.28

**17,862.78**