

***1<sup>st</sup> Bradford on Avon Scout Group***

## **ANNUAL ACCOUNTS**

**for the year ending**

***31st March 2022***

**Charity Number = XN62767**

**1<sup>st</sup> Bradford on Avon Scout Group**

**Trustees' Annual Report for the year to 31 March 2022**

**Section A Objectives and activities**

|   |   |
|---|---|
| <b>Summary of the objects of the charity as set out in its governing document</b> | <p>The objectives of the group is as a unit of the Scout Association.</p> <p><b>The purpose of scouting</b><br/>Scouting exists to actively engage and support young people in their personal development, empowering them to make a positive contribution to society.</p>  |
| <b>Summary of the main activities in relation to these objects</b>                | <p>The Group main function is to support the sections in achieving the aims of the Scout Association. As a Group the main activities during the last twelve months have been restricted by the covid-19 pandemic. Following the guidelines from the Scout association the Group have been able to deliver elements of the scouting programme initially via electronic media and then, when permitted, in small groups meeting outside.</p> <p>The Provision of Scouting within the Group is totally dependent on the contribution made by volunteers.</p>   |
| <b>Public Benefit</b>   | <p>The Trustees have paid due regard to the Charity Commission guidance on Public Benefit on deciding what activities the charity should undertake.</p> <p>Membership subscriptions are charged to cover the immediate running costs of the Group and these do not unduly restrict membership. The Group follows the principle that no one should be excluded because of their inability to pay membership subscriptions</p> <p>Two key principles demonstrate scouting's aims are for the public benefit are that through the scout method young people develop towards their full potential and there is a clear link between the benefits for young people and the purpose of scouting. The safety of young people is taken very seriously and the benefits scouting activities provide far outweigh the risks. Any private benefits from scouting are incidental, other than to those as beneficiary.</p> |

**Section B Achievements and performance**

|  |   |
|--|---|
| <b>Summary of the main achievements of the charity during the year</b> | <p>The Group has delivered a fun, varied and challenging programme over the course of the year for Beavers, Cubs and Scouts.</p> <p>Emerging from the pandemic each section was able to hold regular weekly meetings taking care to react to any instances of covid 19 within each age group. The scouts held a very successful week-end away in March to an activity centre on Dartmoor. Group Executive meetings have continued to be held regularly online.</p> <p>The Group have strengthened the Group Executive Council by appointing a Quartermaster to manage the substantial equipment held by the Group but are seeking a volunteer for the vacant premises position.</p> |
|--|---|

|  |   |
|--|---|
|  | We are developing a strategy for the future regarding the Scout HQ. We intend to look at several options including the redevelopment of the site. |
|--|---|

## Section C Financial review

|   |  |
|---|--|
| <b>Policy on Reserves</b>               | <p>The Group policy on reserves is to hold sufficient resources to continue the charitable activities of the Group should income and fundraising activities fall short. The Group Executive Committee considers that the group should hold a sum equivalent to 12 months running costs, approximately £10k</p> <p>The Group held free reserves of approximately <b>£87k</b> against this at year-end</p> |
| <b>Further financial review details</b> | The Group does not have sufficient funds to invest in longer term investments. The Group has therefore adopted a risk averse strategy to the investment of its funds. All funds are held in cash using only mainstream banks or building societies.  |

## Section D Structure, governance and management

|                                       |   |
|---------------------------------------|---|
| <b>Type of governing document</b>     | The Group 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  |
| <b>How the charity is constituted</b> | The Group is a trust established under its rules which are common to all Scouts   |
| <b>Trustee selection methods</b>      | The Trustees are appointed in accordance with the Policy Organisation and Rules of The Scout Association  |
| <b>Additional governance issues</b>   | <p>The Group is managed by the Group Executive Committee, the members of which are the "Charity Trustees" of the Scout Group that 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 applicable</p>                                      |
|                                       | <p>The committee consist of 14 Independent members who meet at least 6 times a year</p> <p><b>Ex – officio</b><br/>Chairperson, Treasurer, Secretary, 2 Joint Group Scout Leaders</p> <p><b>Nominated 3 (Section leaders)</b><br/><b>Elected Members 6</b> <i><b>NB nominated members cannot be a greater number than elected members</b></i></p>   |
|                                       | <p>This Group Executive Committee exists to support the Group Leaders in meeting the responsibilities of their appointments and is responsible for:</p> <p>The maintenance of Group property;<br/>The raising of funds and the administration of Group finance;<br/>The insurance of persons, property and equipment<br/>Group public occasions;<br/>Assisting in the recruitment of leaders and other adult support;</p> |

|  |  |
|--|--|
|  | Appointing any sub committees that may be required;<br>Appointing Group Administrators and Advisors other than those who are elected.  |
|  | The Group has in place systems of internal controls that are designed to provide reasonable assurance against material mismanagement or loss, these include 2 signatories for all payments and comprehensive insurance policies to ensure that insurable risks are covered |

## Section E Reference and administration details

|                                    |  |
|------------------------------------|--|
| <b>Charity Name</b>                | 1 <sup>st</sup> Bradford on Avon Scout Group |
| <b>Charity Number</b>              | XN62767                                      |
| <b>Charity's principal address</b> | 35 Leigh Park Road, Bradford on Avon         |

## Names of the charity trustees who manage the charity

|   | <b>Trustee Name</b> | <b>Office</b>    | <b>Dates acted if not for whole year</b> |
|---|---------------------|------------------|--|
|   | <b>Ex Officio</b>   |                  |  |
| 1 | Will Lawrie         | Chairperson      |  |
| 2 | Nicholas McGrogan   | Secretary        |  |
| 3 | Graham Cheshire     | Treasurer        |  |
| 4 | Christopher Pugh    | JGSL             |  |
| 5 | Alistair Purches    | JGSL             |  |
| 6 |                     |                  |  |
|   | <b>Nominated</b>    |                  |  |
|   | Pauline Hurley      | Leader (Beavers) |  |
|   | Frazer Buxton       | Leader (Cubs)    |  |
|   | Ian Mitchell        | Leader (Scouts)  |  |
|   |                     |                  |  |
|   | <b>Elected</b>      |                  |  |
|   | Beth Williams       | Parent Rep       |  |
|   | Jonathan Turner     | Safety           |  |
|   | Vacancy             | Premises         |  |
|   | Alison Masero       | Parent Rep       |  |
|   | Florence Battle     | Community Member |  |
|   | James Glossop       | Quartermaster    | From 01/03/22                            |

## Name and address of advisor

| <b>Type of advisor</b> | <b>Name</b>    | <b>Address</b>   |
|------------------------|----------------|--|
| Independent Scrutineer | Paul Nicholson | <a href="mailto:paulknicholson@hotmail.com">paulknicholson@hotmail.com</a> |

## Section G Declaration

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

Signed on behalf of the charity's trustees

|                      |                        |
|----------------------|------------------------|
| <b>Signature</b>     | <b>Graham Cheshire</b> |
| <b>Full name</b>     | <b>Graham Cheshire</b> |
| <b>Position held</b> | <b>Group Treasurer</b> |
| <b>Date</b>          | <b>29 June 2022</b>    |

## Scrutineer's Report to the Trustees of the

### 1<sup>st</sup> BRADFORD ON AVON SCOUT GROUP

I report on the accounts of the Group/District for the year ended 31<sup>st</sup> March 2022

#### Respective responsibilities of Trustees and Scrutineer

As the Group's trustees you are responsible for the preparation of the accounts; you consider that neither the audit nor independent examination requirements of the Charities Act 1993 apply. It is my responsibility without carrying out an audit or independent examination to scrutinise the accounts and to report to you.

#### Basis of Scrutineer's Statement

In accordance with the directions given in the Group's/District's constitution, I have scrutinised the records and the accounts

#### Scrutineer's Statement

In my opinion the accounts are in accordance with the records produced to me and comply with the constitution.

Name: .....

Paul K. Nicholson (MBA, FCMA (Ret))

Address: .....

11 North Ditch

Bradford on Avon

Date: .....

29/6/2022



29/6/22

# 1st Bradford on Avon Scout Group

## Receipts and Payments Account

Year start date

Year end date

|                      |            |    |            |
|----------------------|------------|----|------------|
| For the year<br>from | 01/04/2021 | To | 31/03/2022 |
|----------------------|------------|----|------------|

### Receipts and payments

|  | 2021/22<br>Unrestricted<br>funds<br>£ | 2020/21<br>Unrestricted<br>funds<br>£ |
|--|---------------------------------------|---------------------------------------|
| <b>Receipts</b>  |                                       |                                       |
| <b>Donations, legacies and similar income</b>  |                                       |                                       |
| Membership subscriptions   | 8353.77                               | 1331.55                               |
| Less: Membership subscriptions paid on (National/County/Area/District)                   | -7242.00                              | -3000.00                              |
| Net membership subscriptions retained  | 1111.77                               | -1668.45                              |
| Donations  | 30600.00                              | 6050.50                               |
| Legacies   | 0.00                                  | 0.00                                  |
| Gift Aid   | 0.00                                  | 1407.55                               |
| Closure of Section building society/Bank account Balance xfer to Group                   | 148.75                                | 0.00                                  |
| Camps: Scouts Cycling Camp, Scout Snowdrift (Dartmoor) activity, Group Camp, Scout Camp. | 9723.56                               | 0.00                                  |
| Other similar income   | 0.00                                  | 0.00                                  |
| <b>Sub total</b>   | <b>41584.08</b>                       | <b>5789.60</b>                        |
| <b>Grants</b>  |                                       |                                       |
| Maintenenance grant  | 0.00                                  | 0.00                                  |
| Other grants - WCC Covid 19  | 0.00                                  | 19431.00                              |
| <b>Sub total</b>   | <b>0.00</b>                           | <b>19431.00</b>                       |
| <b>Fundraising (gross)</b>   |                                       |                                       |
| Scout Post   | 0.00                                  | 0.00                                  |
| Fireworks  | 0.00                                  | 0.00                                  |
| Bag pack   | 0.00                                  | 0.00                                  |
| Uniform including badges   | 119.00                                | 22.50                                 |
| Other fundraising activities   | 0.00                                  | 0.00                                  |
| <b>Sub total</b>   | <b>119.00</b>                         | <b>22.50</b>                          |
| <b>Investment income</b>   |                                       |                                       |
| Bank interest  | 2.39                                  | 0.00                                  |
| Building Society interest  | 365.80                                | 427.53                                |
| The Scout Association Short Term Investment Service                                      | 0.00                                  | 0.00                                  |
| Property Rent income   | 0.00                                  | 0.00                                  |
| Other investment income  | 0.00                                  | 0.00                                  |
| <b>Sub total</b>   | <b>368.19</b>                         | <b>427.53</b>                         |
| <b>Total Gross Income</b>  | <b>42071.27</b>                       | <b>25670.63</b>                       |
| <b>Asset and investment sales, etc.</b>  | 0.00                                  | 0.00                                  |
| <b>Total receipts</b>  | <b>42071.27</b>                       | <b>25670.63</b>                       |

# 1st Bradford on Avon Scout Group

## Receipts and Payments Account

Year start date

Year end date

|                   |            |    |            |
|-------------------|------------|----|------------|
| For the year from | 01/04/2021 | To | 31/03/2022 |
|-------------------|------------|----|------------|

### Receipts and payments

|   | 2021/22<br>Unrestricted<br>funds<br>£ | 2020/21<br>Unrestricted<br>funds<br>£ |
|---|---------------------------------------|---------------------------------------|
| <b>Payments</b>   |                                       |                                       |
| <b>Charitable Payments</b>  |                                       |                                       |
| Youth programme and activities (Subs to sections)   | 2418.00                               | 0.00                                  |
| Adult support and training  | 0.00                                  | 0.00                                  |
| Rent  | 249.06                                | 42.00                                 |
| Water and Sewerage  | 424.02                                | 409.83                                |
| Electricity and Gas   | 738.93                                | 255.90                                |
| Insurance   | 1569.72                               | 1544.69                               |
| Repairs and Renewals  | 804.57                                | 983.63                                |
| Materials and equipment   | 0.00                                  | 107.76                                |
| Camp costs: Scouts Cycling Camp, Scout Snowdrift (Dartmoor) activity, Group Camp, Scout Camp. | 8402.29                               | 1120.00                               |
| Uniforms  | 0.00                                  | 185.94                                |
| Phone & Internet  | 317.03                                | 397.33                                |
| Premises - Cleaning   | 0.00                                  | 72.00                                 |
| Community   | 25.00                                 | 25.00                                 |
| Section Expenses (Group Responsibility)   | 569.13                                | 118.85                                |
| <b>Sub total</b>  | <b>15517.75</b>                       | <b>5262.93</b>                        |
| <b>Fundraising expenses</b>   |                                       |                                       |
| Fireworks   | 0.00                                  | 0.00                                  |
| Scout Post  | 0.00                                  | 0.00                                  |
| Detail 3  | 0.00                                  | 0.00                                  |
| Other fundraising costs   | 0.00                                  | 0.00                                  |
| <b>Sub total</b>  | <b>0.00</b>                           | <b>0.00</b>                           |
| <b>Total Gross Expenditure</b>  | <b>15517.75</b>                       | <b>5262.93</b>                        |
| <b>Asset and investment purchases, etc.</b>   | <b>0.00</b>                           | <b>0.00</b>                           |
| <b>Total payments</b>   | <b>15517.75</b>                       | <b>5262.93</b>                        |
| <b>Net of receipts/(payments)</b>   | <b>26553.52</b>                       | <b>20407.70</b>                       |
| <b>Cash funds last year end</b>   | <b>60520.33</b>                       | <b>40112.63</b>                       |
| <b>Cash funds this year end</b>   | <b>87073.85</b>                       | <b>60520.33</b>                       |
|   |                                       |                                       |

# Statement of assets and liabilities at the end of the year

|   | 31st March<br>2022<br>Unrestricted<br>funds<br>£ | 31st March<br>2021<br>Unrestricted<br>funds<br>£ |
|---|--|--|
| <b>Cash funds</b>                                   |  |  |
| Bank current account                                | 8388.22  | 12202.89   |
| Bank Savings Account (Development)                  | 46533.39   | 16531.00   |
| Building society account                            | 32152.24   | 31786.44   |
| The Scout Association Short Term Investment Service | 0.00   | 0.00   |
| Cash/Floats   | 0.00   | 0.00   |
| <b>Total cash funds</b>                             | <b>87073.85</b>                                  | <b>60520.33</b>                                  |
| <b>Other monetary assets</b>                        |  |  |
| Tax claim   | 0.00   | 0.00   |
| Debts due from the County/Area/District/Group       | 0.00   | 0.00   |
| Insurance claim                                     | 0.00   | 0.00   |
| <b>Sub total</b>                                    | <b>0.00</b>                                      | <b>0.00</b>                                      |
| <b>Investment assets</b>                            |  |  |
| Investment property - detail                        | 0.00   | 0.00   |
| Quoted investments                                  | 0.00   | 0.00   |
| Other investments - detail                          | 0.00   | 0.00   |
| <b>Sub total</b>                                    | <b>0.00</b>                                      | <b>0.00</b>                                      |
| <b>Non monetary assets for charity's own use</b>    |  |  |
| Badge stock   | 0.00   | 0.00   |
| Shop stock  | 0.00   | 0.00   |
| Other stock   | 0.00   | 0.00   |
| Land and buildings                                  | 0.00   | 0.00   |
| Motor vehicles                                      | 0.00   | 0.00   |
| Scouting equipment, furniture etc                   | 0.00   | 0.00   |
| Other   | 0.00   | 0.00   |
| <b>Sub total</b>                                    | <b>0.00</b>                                      | <b>0.00</b>                                      |
| <b>Liabilities</b>                                  |  |  |
| Accounts not yet paid                               | 0.00   | 6.99   |
| Expenses incurred but not invoiced                  | 0.00   | 0.00   |
| Subscriptions not yet paid (Beavers)                | 270.36   | 413.00   |
| Loan - detail                                       | 0.00   | 0.00   |
| Other liabilities (Camp)                            | 1743.12  | 1693.40  |
| <b>Sub total</b>                                    | <b>2013.48</b>                                   | <b>2113.39</b>                                   |

## Contingent liabilities and future obligations

The above receipts and payments account and statement of assets and liabilities were approved by the Trustees on 09/05/2022 (the date of the Executive Committee meeting that approved the accounts) and signed on their behalf by

Signature

|                    |
|--------------------|
| Signed on original |
| Signed on original |

Print Name

|                 |           |
|-----------------|-----------|
| William Lawrie  | Chair     |
| Graham Cheshire | Treasurer |