

Trustees' Annual Report

For the period

From (start date)

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 to end date

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Section A Reference and administration details

Charity name	42nd Leicester (Glenfield) Scout Group																														
Other names the charity is known by																															
Registered charity number (if any)	<table border="1" style="display: inline-table; text-align: center;"> <tr> <td>5</td><td>0</td><td>3</td><td>4</td><td>2</td><td>8</td> </tr> </table>						5	0	3	4	2	8																			
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HQ registration number	<table border="1" style="display: inline-table; text-align: center;"> <tr> <td></td><td></td><td></td><td></td><td></td><td></td><td></td> </tr> </table>																														
Charity's principal address	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr><td colspan="6">Stamford Street</td></tr> <tr><td colspan="6">Glenfield</td></tr> <tr><td colspan="6">Leicester</td></tr> <tr> <td style="text-align: right;">Postcode</td> <td>L</td> <td>E</td> <td>3</td> <td></td> <td>8</td> <td>D L</td> </tr> </table>						Stamford Street						Glenfield						Leicester						Postcode	L	E	3		8	D L
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Names of the charity trustees who manage the charity

	Trustee Name	Office (if any)	Dates acted if not for whole year
1	Karen Jeffery	Cub Leader	
2	Andy Kirk		
3	Chris Wedd	Scout Leader	
4	Tony Withers	Group Scout Leader	
5	Nicola Willett	Group Secretary	
6	Peter Brash	Explorer Scout Leader	
7	Guy Richardson		
8	Shirley Jacques	Group Treasurer	28/11/2017
9	Rob Moore	Group Chairman	01/07/2018
10	Lynda Withers		
11	Helen Mayer		
12	Heidi Higgins		01/10/2019
13	Lisa Sewell		01/10/2019
14	Sharon Bates		01/10/2019
15			

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

Type of advisor	Name	Address

Section B	Structure, governance and management
<p>Description of the charity's trusts</p> <p>Type of governing document (e.g. trust deed, constitution)</p>	<p>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.</p>
<p>How the charity is constituted (e.g. trust, association, company)</p>	<p>The Group is a trust established under its rules which are common to all Scouts.</p>
<p>Trustee selection methods (e.g. appointed by, elected by)</p>	<p>The Trustees are appointed in accordance with the Policy, Organisation and Rules of The Scout Association.</p>
<p>Additional governance issues (optional information but encouraged as best practice)</p>	
<p>You may choose to include additional information, where relevant, about:</p>	<p>The Group is managed by the Group Executive Committee, the members of which are the 'Charity Trustees' of the Scout Group which is an educational charity. As charity trustees they are responsible for complying with legislation applicable to charities. This includes the registration, keeping proper accounts and making returns to the Charity Commission as appropriate.</p>
<p>Policies and procedures adopted for:</p> <p>a) the induction and training of trustees;</p> <p>b) trustee' consideration of major risks and the systems and procedures to manage them</p>	<p>The Committee consists of 3 independent representatives, Chair, Treasurer and Secretary together with the Group Scout Leader, individual section leaders (if opted to take on the responsibility) and parent's representation and meets at least every school term.</p> <p>Members of the Executive Committee complete mandatory training consisting of;</p> <ul style="list-style-type: none"> - Essential Information about Scouting, - Safety - Safeguarding, - Trusteeship, and - GDPR <p>within the first 5 months of joining the committee.</p> <p>This Group Executive Committee exists to support the Group Scout Leader in meeting the responsibilities of the appointments and is responsible for:</p> <ul style="list-style-type: none"> - The maintenance of Group property; - The raising of funds and the administration of Group finance; - The insurance of persons, property and equipment; - Group public occasions; - Assisting in the recruitment of leaders and other adult support; - Appointing any sub committees that may be required; - Appointing Group Administrators and Advisors other than those who are elected.

Section B	Structure, governance and management (continued)
	<p data-bbox="746 147 1054 176">Risk and Internal Control</p> <p data-bbox="746 181 1426 336">The Group Executive Committee has identified the major risks to which they believe the Group is exposed, these have been reviewed and systems have been established to mitigate against them. The main areas of concern that have been identified are:</p> <p data-bbox="746 371 1426 622">Damage to the building, property and equipment. The Group would request the use of buildings, property and equipment from neighbouring organisations such as the church, community centre and other Scout Groups. Similar reciprocal arrangements exist with these organisations. The Group has sufficient buildings and contents insurance in place to mitigate against permanent loss and the reserves policy addresses the costs of hiring alternative premises.</p> <p data-bbox="746 658 1426 873">Injury to leaders, helpers, supporters and members. The Group through the capitation fees contributes to the Scout Associations national accident insurance policy. Risk Assessments have been undertaken for users of the Headquarters Building and control measures are in place. Specific risk assessments are undertaken before all on and off-site activities.</p> <p data-bbox="746 909 1426 1124">Reduced income from fund raising. The Group is primarily reliant upon income from subscriptions and fundraising. The group does hold a reserve to ensure the continuity of activities should there be a major reduction in income. The Committee could raise the value of subscriptions to increase the income to the group on an ongoing basis, either temporarily or permanently.</p> <p data-bbox="746 1160 1426 1375">Reduction or loss of leaders. The group is totally reliant upon volunteers to run and administer its activities. 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.</p> <p data-bbox="746 1411 1426 1599">Reduction or loss of members. The Group provides activities for all young people aged 6 to 18. If there was a reduction in membership in a particular section or the group as whole then there would have to be a contraction, consolidation or closure of a section. In the worst case scenario the complete closure of the Group.</p> <p data-bbox="746 1635 1426 1724">Risks from loss of income have been assessed and a reserves policy is in place to ensure sufficient revenue funding for one year.</p>

Section C	Objectives and activities
Summary of the objects of the charity set out in its governing document	<p>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 society.</p> <p>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 co-operate with others and make friends.</p> <p>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 in spiritual reflection - take responsibility and make choices - undertake new and challenging activities - make and live by their Promise.</p>
Summary of the main activities in relation to these objects	<p>The Group runs weekly meetings for each section during term times. Outdoor activities are organised throughout the Summer school holiday period.</p> <p>Sections participate in Group, District and County camps and daytime trips and visits.</p> <p>All activities are designed to contribute to the gaining of badges and awards and to further the Movement's objectives.</p>
Additional details of the objectives and activities (optional information but encouraged as best practice)	<p>Scouting has been demonstrated to improve the life skills and opportunities of its young members and its adult volunteers. This is reflected in its branding which states; "Skills for Life - Building Better Futures" This is the value that the Group adds to our local community.</p>
Public benefit statement	<p>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.</p>

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

Despite the impact of COVID lockdown, numbers remained stable. This was entirely due to the fact that Leaders conducted online meetings every week and organised activities that members could carry out with their families. As a result of this activity a total of 720 badges were awarded across the group. Adult volunteer memberships remained stable. Since the group was unable to operate normally, membership subscriptions were suspended for part of the year, only the proportion of subscriptions required to pay the annual scout membership levy was collected. By deferring spending plans, and as a result of COVID support grants received in respect of the headquarters building, the group remained financially stable.

Section E	Financial Review
Brief statement of the charity's policy on reserves	Reserves Policy The Group's policy on reserves is to hold sufficient resources to continue the charitable activities of the group should income and fundraising activities fall short or if there is a loss of use of the Group's headquarters building. The Group Executive Committee had previously considered that the group should hold a sum equivalent to 12 months running costs, circa £25k. This value was under review at the end of the year but that review is held pending the situation after Covid-19 impacts.
Quantify and explain any designations	
Details of any funds materially in deficit (circumstances plus steps to eliminate)	None
Further financial review details (optional information)	
You may choose to include additional information, where relevant, about: <ul style="list-style-type: none"> • the charity's principal sources of funds (including any fundraising); • how expenditure has supported the key objectives of the charity; 	Investment Policy The Group does not have sufficient unallocated 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. Income received by the Group is used to maintain and insure the headquarters building and contents, to provide camping and other activity equipment and to provide consumable items, including uniform badges, craft materials and equipment for its weekly programme for members. Funds have been accumulated to replace ageing and damaged furniture items and camping equipment, to address significant gas safety concerns in the HQ and to acquire a vehicle for transporting camp equipment. Essential safety and repair work has been carried out on the HQ building, including ventilation for gas appliances and replacement of rainwater guttering, but all non-essential expenditure remains on-hold pending the situation once the Covid-19 situation has eased.

Section F Other Optional Information

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

We have resumed meetings and activities within the Scout Association COVID guidelines. Post COVID lockdown membership has increased significantly and we have a lengthy waiting list for membership. To accommodate demand we have in place a plan to open a 2nd scout group in early 2022. Additional adult volunteer leaders have been recruited for this purpose.

Section G Declaration

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

Signed on behalf of the charity's trustees

Signature(s)

Leslie Anthony Withers *Nicky Willett*

Full name(s)

LESLIE ANTHONY WITHERS NICKY WILLET

Position (eg Secretary, Chair)

GROUP SCOUT LEADER SECRETARY (GROUP)

Date

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42nd Leicester (Glenfield) Scout Group Receipts and Payments Account

For the year from	1st March 2020	To	28th Feb 2021
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Receipts and payments

	2020/21			2019/20	
	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Total funds
	£	£	£	£	£
Receipts					
Donations, legacies and similar income					
Membership subscriptions	5,564	-	-	5,564	26,106
Less: Membership subscriptions paid	- 5,545	-	-	- 5,545	- 4,925
Net membership subscriptions retained	18	-	-	18	21,181
Donations	2,066	-	-	2,066	1,687
Legacies	-	-	-	-	-
Gift Aid	6,725	-	-	6,725	-
Other similar income	19	-	-	19	250
Sub total	8,829	-	-	8,829	23,118
Grants					
Maintenance grant	-	-	-	-	-
Other grants	17,573	-	-	17,573	-
Sub total	17,573	-	-	17,573	-
Fundraising (gross)					
Events	913	-	-	913	4,725
Camps and other Scouting activities	1,093	-	-	1,093	18,507
Other fundraising activities	-	-	-	-	-
Other fundraising activities	-	-	-	-	-
Sub total	2,006	-	-	2,006	23,232
Investment income					
Bank interest	-	-	-	-	-
Building Society interest	-	-	-	-	-
The Scout Association Short Term Investment Service	-	-	-	-	-
Property Rent income	4,811	-	-	4,811	25,994
Other investment income	-	-	-	-	-
Sub total	4,811	-	-	4,811	25,994
Total Gross Income	33,219	-	-	33,219	72,344
Asset and investment sales, etc.	-	-	-	-	-
Total receipts	33,219	-	-	33,219	72,344



42nd Leicester (Glenfield) Scout Group Receipts and Payments Account

Year start date

Year end date

For the year from	1st March 2020	To	28th Feb 2021
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Receipts and payments

	2020/21			2019/20	
	Unrestricted funds £	Restricted funds £	Endowment funds £	Total funds £	Total funds £
Payments					
Charitable Payments					
Section meeting costs	500	-	-	500	1,986
Section Camps and other activity costs	2,924	-	-	2,924	27,722
Adult support and training	2,199	-	-	2,199	1,638
HQ Running Costs	9,823	-	-	9,823	21,200
General Expenses	999	-	-	999	2,184
Equipment and Non-Fixed Assets	5,268	-	-	5,268	1,815
Bank Charges & other fees	257	-	-	257	1,187
Safety Inspections	462	-	-	462	568
HQ Capital Projects	2,318	-	-	2,318	9,343
Sub total	24,750	-	-	24,750	67,643
Fundraising expenses					
Other fundraising costs	-	-	-	-	-
Sub total	-	-	-	-	-
Total Gross Expenditure	24,750	-	-	24,750	67,643
Asset and investment purchases, etc.	-	-	-	-	-
Total payments	24,750	-	-	24,750	67,643
Net of receipts/(payments)	8468	0	0	8468	4,701
Transfers between funds	17348	-17348	0	0	-
Cash funds last year end	38953	17348	0	56301	51,600
Cash funds this year end	64769	0	0	64769	56,301



42nd Leicester (Glenfield) Scout Group Receipts and Payments Account

Year start date

Year end date

For the year from	1st March 2020	To	28th Feb 2021
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Statement of assets and liabilities at the end of the year

	2020/21				2019/20
	Unrestricted funds £	Restricted funds £	Endowment funds £	Total funds £	Total funds £
Cash funds					
Bank current account	64,769	-	-	64,769	56,301
Bank deposit account	-	-	-	-	-
Building society account	-	-	-	-	-
The Scout Association Short Term Investment Service	-	-	-	-	-
Cash/Floats	-	-	-	-	-
Total cash funds	64,769	-	-	64,769	56,301
Other monetary assets					
Tax claim	-	-	-	-	-
Debts due from the County/Area/District/Group	-	-	-	-	-
Insurance claim	-	-	-	-	-
Sub total	-	-	-	-	-
Investment assets					
Investment property - detail	-	-	-	-	-
Quoted investments	-	-	-	-	-
Other investments - detail	-	-	-	-	-
Sub total	-	-	-	-	-
Non monetary assets for charity's own use					
Badge stock	550	-	-	550	250
Shop stock	100	-	-	100	178
Other stock	-	-	-	-	-
Land and buildings	350,000	-	-	350,000	350,000
Motor vehicles	-	-	-	-	-
Scouting equipment, furniture etc	15,496	-	-	15,496	12,785
Other	-	-	-	-	-
Sub total	366,146	-	-	366,146	363,213
Liabilities					
Accounts not yet paid	-	-	-	-	-
Expenses incurred but not invoiced	4,494	-	-	4,494	2,318
Subscriptions not yet paid	6,232	-	-	6,232	5,545
Loan - detail	-	-	-	-	-
Other liabilities	-	-	-	-	-
Sub total	10,726	-	-	10,726	7,863



42nd Leicester (Glenfield) Scout Group

Bank deposit account

Year start date		Year end date	
For the year from	1st March 2020	To	28th Feb 2021

Contingent liabilities and future obligations

None

Notes

1 The Covid-19 pandemic obviously impacted our plans and budget for the year. We lost significant membership income since we decided to suspend subs during part of the year and to charge reduced subs during the last 5 months. We also lost significant rental income on the Headquarters. Several of our hirers suspended activities during lockdown restrictions.

The before and after school childrens group continued to look after children of key workers. Since attendance at the group was very low we waived rental charges during that period in order to support the business to ensure future income, we also regarded it as a gesture of support for key workers in the community.

2 During the year we received 3 Covid support grants totalling £17,573. We also did not make the planned capital equipment purchases and we spent less than planned on scouting activities. This combination of reduced spend and unexpected grant income provided a nett surplus for the year. We plan to use those funds to provide free activities and events for our members during 2021/2022 and 2022/2023, depending of resumption of activities.

3 Unrestricted funds include £25,000 as the financial reserves in accordance with the Group's Reserves policy. The policy is based on revenue costs for running the Group and the risks to income relating to possible loss of HQ hire income from one hirer which could result in the loss of 75% of that income stream.


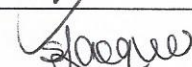
The planned review of this policy has been deferred, there will be 3-monthly budget reviews during 2021/22 until a clearer perspective on post-Covid activities

3 Scouting Equipment, furniture, etc is valued on the basis of replacement costs at current market values. Items that have been donated and tents that are over 5 years old have been valued at £0.00.

4 Over previous year the Group has developed an income stream that has enabled significant refurbishments and repairs to be made to the Headquarters building and to acquire activity equipment. Once we have a clear idea of post-Covid circumstances we plan to revisit the capital expenditure plans that have been deferred in 2020/21

5 A transfer of restricted funds to unrestricted reflects a recording error over previous years.

The above receipts and payments account and statement of assets and liabilities were approved by the Trustees on 29th March 2021 (the date of the Executive Committee meeting that approved the accounts) and signed on their behalf by

Signature	Print Name	
	R J MOORE.	Chair
	S. JACQUES.	Treasurer

Independent examiner's report to the trustees of 42nd Leicester (Glenfield) Scout Group

I report to the trustees on my examination of the accounts of the 42nd Leicester (Glenfield) Scout Group for the year ended 29th February, 2021.

Responsibilities and basis of report

As the charity trustees of the 42nd Leicester (Glenfield) 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 42nd Leicester (Glenfield) 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 42nd Leicester (Glenfield) Scout Group as required by section 130 of the Act; or
2. The accounts do not accord with those records

I have no concerns and have come across no other matter 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.


Signed:

Name: Kevan Charles Voce

Retired member of the Institute of Chartered Accountants in England & Wales

Address: 105 Station Road, Glenfield, Leicester, LE3 8GS

Date: 23rd April, 2021



23/4/21

Independent examiner's report to the trustees of 42nd Leicester (Glenfield) Scout Group

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Name: Kevan Charles Voce

Retired member of the Institute of Chartered Accountants in England & Wales

Address: 105 Station Road, Glenfield, Leicester, LE3 8GS

Date: 23rd April, 2021



23/4/21