

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;"><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																																				
5	0	3	4	2	8																																						
HQ registration number	<table border="1" style="display: inline-table;"><tr><td></td><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="10">Stamford Street</td></tr> <tr><td colspan="10">Glenfield</td></tr> <tr><td colspan="10">Leicester</td></tr> <tr> <td colspan="5">Postcode</td> <td>L</td> <td>E</td> <td>3</td> <td></td> <td>8</td> <td>D</td> <td>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	Scout Leader	
8	Shirley Jacques	Group Treasurer	
9	Rob Moore		
10	Lynda Withers	Assistant Cub Leader	
11	Helen Maher		
12	David Needle	Group Chairman	06/10/2022
13	Lisa Sewell		
14	Sharon Bates		
15	Jo Rogerson	Deputy Treasurer	10/11/2022

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

Type of advisor	Name	Address

Section B	Structure, governance and management
Description of the charity's trusts Type of governing document (e.g. trust deed, constitution)	<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>The Group has a Constitution which is reviewed and approved at each AGM</p>
How the charity is constituted (e.g. trust, association, company)	<p>The Group is a trust established under its rules which are common to all Scouts.</p>
Trustee selection methods (e.g. appointed by, elected by)	<p>The Trustees are appointed in accordance with the Policy, Organisation and Rules of The Scout Association.</p>
Additional governance issues (optional information but encouraged as best practice)	
You may choose to include additional information, where relevant, about:	<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>
Policies and procedures adopted for: a) the induction and training of trustees; b) trustee' consideration of major risks and the systems and procedures to manage them	<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. The committee 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="746 152 1054 181">Risk and Internal Control</p> <p data-bbox="746 185 1428 338">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="746 376 1428 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="746 660 1428 875">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="746 913 1428 1128">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 1167 1428 1382">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 1420 1428 1603">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 1641 1428 1731">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

Whilst we were not able to undertake residential activities, we continued to run an active on-line programme. As we moved from “condition red” through to “conditions amber and yellow”, we were able to resume face-to-face meetings under strict Covid rules. We retained nearly all our members and, in fact, welcomed new members. We were the only Group in Leicestershire who actually grew membership through Covid!

Our leaders and Trustees continued to work hard to provide our young members with life-enhancing experiences; during the year we awarded nearly 1,900 badges, with a further 50 in Explorers.

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 continues to be under review pending the 2022-23 budget formulation process.
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 awards 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. These items, with the exception of the vehicle, are scheduled for procurement in July 2022

Section F	Other Optional Information
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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. Membership, post COVID restrictions, has increased significantly and, despite opening a second scout troop, we still have a lengthy waiting list for membership.

Programmes for all scouting sections in 2022-23 provide a opportunities for several camps, visits and incoming specialist subject presenters. Focus is on integrating and developing the new Scout Troop so that a common itinerary is in place for all members.

We aim to recruit additional trustees who have necessary management and financial skills to more effectively support the Group Scout Leader and thereby reduce continuity risks at trustee level.

Section G	Declaration
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The trustees declare that they have approved the trustees' report above

Signed on behalf of the charity's trustees

Signature(s)

	
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Full name(s)

LESLIE ANTHONY WITHERS	KENNETH DAVID NEEDLE
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Position (eg Secretary, Chair)

GROUP SCOUT LEADER	CHAIR
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Date

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42nd Leicester (Glenfield) Scout Group

Receipts and Payments Account

For the year from	1st March 2021	To	28th Feb 2022
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Receipts and payments

	2021/22			2020/21	
	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Total funds
	£	£	£	£	£
Receipts					
Donations, legacies and similar income					
Membership subscriptions	18,673	-	-	18,673	5,564
Less: Membership subscriptions paid	- 6,232	-	-	- 6,232	- 5,545
Net membership subscriptions retained	12,442	-	-	12,442	18
Donations	1,901	-	-	1,901	2,066
Legacies	-	-	-	-	-
Gift Aid	29	-	-	29	6,725
Other similar income	16	-	-	16	19
Sub total	14,388	-	-	14,388	8,829
Grants	-				-
Maintenance grant	-	-	-	-	-
Other grants	10,796	-	-	10,796	17,573
Sub total	10,796	-	-	10,796	17,573
Fundraising (gross)					
Events	-	-	-	-	913
Camps and other Scouting activities	3,881	-	-	3,881	1,093
Other fundraising activities	384	-	-	384	
Other fundraising activities	-	-	-	-	-
Sub total	4,265	-	-	4,265	2,006
Investment income					
Bank interest	-	-	-	-	-
Building Society interest	-	-	-	-	-
The Scout Association Short Term	-	-	-	-	-
Property Rent income	14,198	-	-	14,198	4,811
Other investment income	-	-	-	-	-
Sub total	14,198	-	-	14,198	4,811
Total Gross Income	43,647	-	-	43,647	33,219
Asset and investment sales, etc.	-	-	-	-	-
Total receipts	43,647	-	-	43,647	33,219



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

For the year from	1st March 2021	To	28th Feb 2022
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Receipts and payments

	2021/22			2020/21	
	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Total funds
	£	£	£	£	£
Payments					
Charitable Payments					
Section meeting costs	963	-	-	963	500
Section Camps and other activity costs	10,472	-	-	10,472	2,924
Adult support and training	3,556	-	-	3,556	2,199
HQ Running Costs	16,311	-	-	16,311	9,823
General Expenses	965	-	-	965	999
Equipment and Non-Fixed Assets	4,301	-	-	4,301	5,268
Bank Charges & other fees	814	-	-	814	257
Safety Inspections	42	-	-	42	462
HQ Capital Projects	19,400	-	-	19,400	2,318
Sub total	56,823	-	-	56,823	24,750
Fundraising expenses					
Other fundraising costs	-	-	-	-	-
Sub total	-	-	-	-	-
Total Gross Expenditure	56,823	-	-	56,823	24,750
Asset and investment purchases, etc.	-	-	-	-	-
Total payments	56,823	-	-	56,823	24,750
Net of receipts/(payments)	-13177	0	0	-13177	8468
Transfers between funds	0	0	0	0	17348
Cash funds last year end	64769	0	0	64769	38953
Cash funds this year end	51593	0	0	51593	64769



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

For the year from	1st March 2021	To	28th Feb 2022
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Statement of assets and liabilities at the end of the year

	2021/22			2020/21	
	Unrestricted £	Restricted £	Endowment £	Total funds £	Total funds £
Cash funds					
Bank current account	51,593	-	-	51,593	64,769
Bank deposit account	-	-	-	-	-
Building society account	-	-	-	-	-
The Scout Association Short Term	-	-	-	-	-
Cash/Floats	-	-	-	-	-
Total cash funds	51,593	-	-	51,593	64,769
Other monetary assets					
Tax claim	-	-	-	-	-
Debts due from the	-	-	-	-	-
Insurance claim	-	-	-	-	-
Sub total	-	-	-	-	-
Investment assets					
Investment property - detail	-	-	-	-	-
Quoted investments	-	-	-	-	-
Other investments - detail	-	-	-	-	-
Sub total	-	-	-	-	-
Non monetary assets for					
Badge stock	750	-	-	750	550
Shop stock	190	-	-	190	100
Other stock	-	-	-	-	-
Land and buildings	350,000	-	-	350,000	350,000
Motor vehicles	-	-	-	-	-
Scouting equipment, furniture etc	20,950	-	-	20,950	15,496
Other	-	-	-	-	-
Sub total	371,890	-	-	371,890	366,146
Liabilities					
Accounts not yet paid	-	-	-	-	-
Expenses incurred but not invoiced	-	-	-	-	4,494
Subscriptions not yet paid	7,685	-	-	7,685	6,232
Loan - detail	-	-	-	-	-
Other liabilities	-	-	-	-	-
Sub total	7,685	-	-	7,685	10,726



42nd Leicester (Glenfield) Scout Group

Bank deposit account

For the year from	1st March 2021	To	28th Feb 2022
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Contingent liabilities and future obligations

None

Notes

- 1 Capital expenditure plans shelved during 2019-2020 were again carried over pending the return to full scouting activities
- 2 During the year we received 2 Covid support grants totalling £12,096. We had a major structural safety concern with the main hall floor so that we used the grants plus reserves to install a new floor and to replace some rainwater guttering.
- 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, once again, been deferred,
- 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 2021/22

The above receipts and payments account and statement of assets and liabilities were approved by the Trustees on 28th March 2022 (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 28th February, 2022.

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: 24th March, 2022



42nd Leicester (Glenfield) Scout Group

Receipts and Payments Account

For the year from	1st March 2021	To	28th Feb 2022
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Total cash funds	51,593	-	-	51,593	64,769
Other monetary assets					
Tax claim	-	-	-	-	-
Debts due from the	-	-	-	-	-
Insurance claim	-	-	-	-	-
Sub total	-	-	-	-	-
Investment assets					
Investment property - detail	-	-	-	-	-
Quoted investments	-	-	-	-	-
Other investments - detail	-	-	-	-	-
Sub total	-	-	-	-	-
Non monetary assets for					
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42nd Leicester (Glenfield) Scout Group

Bank deposit account

For the year from	1st March 2021	To	28th Feb 2022
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Contingent liabilities and future obligations

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The above receipts and payments account and statement of assets and liabilities were approved by the Trustees on 28th March 2022 (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

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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: 24th March, 2022