

## Board of Trustees Annual report.

**For the period:** 1st of March 2022 to the 28th of February 2023

### Section A. Reference and administration details.

Charity name: 42nd Leicester (Glenfield) Scout Group.

Registered charity number: 503428

Charity's Principal Address: 42nd Scout Group, Stamford St, Glenfield, Leicester. LE3 8DL.

Names of the charity trustees who manage the charity:

Trustee Name.	Office (if any)	Dates acted if not for whole year
Karen Jeffrey	Cub Leader	
Chris Wedd	Scout Leader	
Tony Withers	Group Scout Leader	
Nicola Willett	Group Secretary	
Peter Brash	Explorer Scout leader	
Jo Rogerson	Treasurer	24 <sup>th</sup> October 2022
Lynda Withers	Assistant Cub Leader	
Helen Maher	Beaver Representative	
David Needle	Group Chairperson	6 <sup>th</sup> October 2022
Lisa Sewell	Beaver Representative	
Sharon Bates	Beaver Representative	

Names and addresses of advisers (Optional information but encourage as best practise)

Type of advisor	Name	Address
Nil		



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- Appointing any subcommittees that may be required.
- Appointing group administrators and advisers other than those who are elected.

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

The Board of Trustees has identified major risks to which they believe the Group is exposed. These have been assessed, reviewed and systems have now been established to mitigate them. The main areas of concern that have been identified are:

- Damage to the headquarters building, other 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.
- Injury to leaders, helpers, supporters and members. The Scout Group, through capitation fees, contribute to the Scout Association 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.
- The Group primarily relies on income from subscriptions and fund raising. Despite the current financial crisis, the Group has continued to maintain a healthy financial reserve which has provided a cushion against future hardships. In fact, the group has been able to create a Support Fund aimed at Parents/Guardians and Carers who have been struggling to pay for membership subscriptions and one-off activities.
- Another concern the group is the possible reduction in the number of Leaders. Without volunteer Leaders there wouldn't be a scout movement. 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 will inevitably have to be a contraction and/or consolidation or closure of a section. In the worst-case scenario this could mean the complete closure of the Group.
- Reduction or loss of members. The group provides activities for young people aged 6 to 14½. If there was a Group reduction in membership in a particular section or the Group, there would need to be a contraction, consolidation or closure of a section. Fortunately, the Group has a very long waiting list of young people who want to join, attracted by the positive feedback from other young people and their parents/ Guardians/Carers.

Risk from loss of income has been assessed and a reserve policy is in place to ensure sufficient revenue funding for at least one year.

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### **Section C Objectives and Activities.**

**Summary of the objective of the charity set out in its government document.**

#### **The Purpose, Values and Method of Scouting**

Fundamentally Scouting exists to actively engage and support young people in their personal development, empowering them through to adulthood and to assist them to make a positive contribution to society. All Scouts should act with integrity and be honest, trustworthy and loyal. They should have respect for themselves and for others. Scouts should support each other and take care of the world in which we live. All Scouts aspire to be tolerant and have respect for each other's religious beliefs and values.

Scouting takes place when young people, in partnership with adults, work together based on the values of scouting and:

- Enjoy what they're doing and have fun.
- Take part in activities indoor and outdoor.
- Learn and achieve by doing.
- Share in 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 objectives.**

The group runs weekly meetings for each section during School Terms. Outdoor activities are organised throughout the summer school holiday Section of the group. Participates in district and county camps and daytime trips and visits throughout the whole of the year. Scouts explore meaningful topics including, for example; mental health, anti-bullying, religious tolerance and understanding.

All activities are designed to contribute to the gaining of badges/awards and to further the individual's appetite to succeed. The 42nd Leicester (Glenfield) Scout Group has two full Beaver Colonies (for children 6 to 8 years-old), two full Cub Packs (for children 8 to 10½ years-old and 2 full Scout Troops (for children 10½ to 14½ years-old). The Group also has a partnering agreement with a District Explorer Scout Unit (for children 14½ to 18 years-old). During the year 2022 to 2023, Through the Group there were just over 2000 badges of achievement awarded, each badge was awarded on merit and demonstrates the commitment of individual Cubs and on Leaders' ability to maintain and deliver interesting, stimulating and exciting programmes that capture the young person's motivation to learn.

## **Board of Trustees Annual report.**

**For the period:** 1st of March 2022 to the 28th of February 2023

### **Additional details of the objectives and activities (optional information but encouraged as best practise)**

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' and Building Better Futures. This is the value the Group adds to our local community.

### **Public Benefit Statement.**

The Group meets the Charity Commission's public benefit criteria under the both the advancement of education and the advancement of citizenship. Or community development criteria.

## **Board of Trustees Annual report.**

**For the period:** 1st of March 2022 to the 28th of February 2023

### **Section D**

### **Achievements and Performance.**

#### **Summary of main achievements of the Charity during the year 2022 to 2023.**

This year marks the 50th anniversary of the opening of our HQ. The 42nd Scout Group is in a sound financial position and we have a growing membership. The Executive Committee managed a seamless transfer to the new role and Governance of the Board of Trustees. We have 90 children on our waiting list Which is a measure of the Group's capacity to deliver meaningful and exciting programmes for all members to participate in learn.

As the financial crisis took hold during the year it became apparent that some families might find paying for scouting membership and activities a challenge. The Board of Trustees resolved to ensure that, as far as possible, no member should miss out on scouting opportunities due to financial constraints. We were therefore pleased to be able to allocate some of our reserves to a support fund in the 2023 - 2024 budget. Parents/Guardians/Carers are now able to apply for discounted membership subscriptions and financial support for one-off activities such as Group camps.

The 42nd Leicester (Glenfield) Scout Group achieved during year and our young members have excelled themselves in being awarded many hundreds of badges. It remains clear that children and young people continue to value the Scouting experience, feedback from parents and carers remains very positive.

## **Board of Trustees Annual report.**

**For the period:** 1st of March 2022 to the 28th of February 2023

### **Section E**

### **Financial Review**

#### **Reserves policy.**

The Group's policy on reserve is to hold sufficient funds to continue the charitable activities of the Group should any income or fund-raising activities fall short, or if there is a reduction of use of the Group's HQ building. The Board of Trustees previously considered that the Group should hold the sum equivalent to 12 months running cost, circa £25,000. The process for establishing a minimum reserves target has been reviewed and recently agreed. By the Board of Trustees, a copy of the Reserves Policy is provided as an attachment.

#### **Details of any fund material in deficit (circumstances plus steps to eliminate)**

None

#### **Further Financial Review details (optional information)**

The Group does not have sufficient unallocated funds to place 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 only using mainstream banks or building societies. Income received by the Group is used to maintain and insure the HQ building and contents, to provide camping and other activity equipment and to provide consumable items including award badges, craft material and equipment for its weekly programme for members. Funds have been accumulated to replace ageing and damage Furniture and equipment as well as the planned purchase of a new vehicle and the associated costs.

## **Board of Trustees Annual report.**

**For the period:** 1st of March 2022 to the 28th of February 2023

### **Section F**

#### **Other optional information.**

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

Programmes for all Scouting Sections in 2023-2024 will continue to provide opportunities for several camps, day visits and incoming specialist subject presenters.

3 of our key leaders are over 70 years- old so that succession planning is a priority. We aim to recruit new Leaders which in order to reduce the pressure on current volunteers, to allow phased handover of leadership responsibilities and to create a more enhanced and engaging experience.

We will continue to engage in our duty to implement safeguarding programmes and to monitor its progress on the effectiveness throughout all layers of the Group.



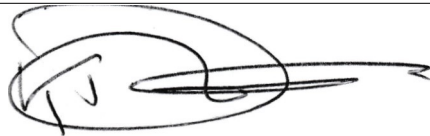
## Board of Trustees Annual report.

**For the period:** 1st of March 2022 to the 28th of February 2023

### Section G

### Declaration

Signed on behalf of the Board of Trustees.

Signature	
Full Name	Kenneth D Needle
Position (Secretary, Chair)	Chairperson

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## **Board of Trustees Annual report.**

**For the period:** 1st of March 2022 to the 28th of February 2023



## 42nd Leicester (Glenfield) Scout Group

### Receipts and Payments Account

For the year from	1st March 2022	To	28th Feb 2023
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#### Receipts and payments

	2022/23			2021/22	
	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Total funds
	£	£	£	£	£
<b>Receipts</b>					
<b>Donations, legacies and similar income</b>					
Membership subscriptions	28,354	-	-	28,354	18,673
Less: Membership subscriptions paid	- 7,695	-	-	- 7,695	- 6,232
Net membership subscriptions retained	20,659	-	-	20,659	12,442
Donations	20	-	-	20	1,901
Legacies	-	-	-	-	-
Gift Aid	-	-	-	-	29
Other similar income	75	-	-	75	16
<b>Sub total</b>	<b>20,754</b>	<b>-</b>	<b>-</b>	<b>20,754</b>	<b>14,388</b>
<b>Grants</b>	-	-	-	-	-
Maintenance grant	-	-	-	-	-
Other grants	2,667	-	-	2,667	10,796
<b>Sub total</b>	<b>2,667</b>	<b>-</b>	<b>-</b>	<b>2,667</b>	<b>10,796</b>
<b>Fundraising (gross)</b>					
Events	-	-	-	-	-
Camps and other Scouting activities	20,482	-	-	20,482	3,881
Other fundraising activities	1,344	-	-	1,344	384
Other fundraising activities	-	-	-	-	-
<b>Sub total</b>	<b>21,825</b>	<b>-</b>	<b>-</b>	<b>21,825</b>	<b>4,265</b>
<b>Investment income</b>					
Bank interest	-	-	-	-	-
Building Society interest	-	-	-	-	-
The Scout Association Short Term	-	-	-	-	-
Property Rent income	19,050	-	-	19,050	14,198
Other investment income	-	-	-	-	-
<b>Sub total</b>	<b>19,050</b>	<b>-</b>	<b>-</b>	<b>19,050</b>	<b>14,198</b>
<b>Total Gross Income</b>	<b>64,296</b>	<b>-</b>	<b>-</b>	<b>64,296</b>	<b>43,647</b>
<b>Asset and investment sales, etc.</b>	-	-	-	-	-
<b>Total receipts</b>	<b>64,296</b>	<b>-</b>	<b>-</b>	<b>64,296</b>	<b>43,647</b>



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

For the year from	1st March 2022	To	28th Feb 2023
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### Receipts and payments

	2022/23			2021/22	
	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Total funds
	£	£	£	£	£
<b>Payments</b>					
<b>Charitable Payments</b>					
Section meeting costs	3,832	-	-	3,832	963
Section Camps and other activity costs	19,849	-	-	19,849	10,472
Adult support and training	4,130	-	-	4,130	3,556
HQ Running Costs	18,802	-	-	18,802	16,311
General Expenses	634	-	-	634	965
Equipment and Non-Fixed Assets	13,818	-	-	13,818	4,301
Bank Charges & other fees	1,584	-	-	1,584	814
Safety Inspections	1,056	-	-	1,056	42
HQ Capital Projects	-	-	-	-	19,400
<b>Sub total</b>	<b>63,705</b>	<b>-</b>	<b>-</b>	<b>63,705</b>	<b>56,823</b>
<b>Fundraising expenses</b>					
Other fundraising costs	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Gross Expenditure</b>	<b>63,705</b>	<b>-</b>	<b>-</b>	<b>63,705</b>	<b>56,823</b>
<b>Asset and investment purchases, etc.</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>63,705</b>	<b>-</b>	<b>-</b>	<b>63,705</b>	<b>56,823</b>
<b>Net of receipts/(payments)</b>	<b>590</b>	<b>0</b>	<b>0</b>	<b>590</b>	<b>-13177</b>
Transfers between funds	0	0	0	0	0
Cash funds last year end	51593	0	0	51593	64769
<b>Cash funds this year end</b>	<b>52183</b>	<b>0</b>	<b>0</b>	<b>52183</b>	<b>51593</b>



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

For the year from	1st March 2022	To	28th Feb 2023
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### Statement of assets and liabilities at the end of the year

	2022/23			2021/22	
	Unrestricted £	Restricted £	Endowment £	Total funds £	Total funds £
<b>Cash funds</b>					
Bank current account	52,183	-	-	52,183	51,593
Bank deposit account	-	-	-	-	-
Building society account	-	-	-	-	-
The Scout Association Short Term	-	-	-	-	-
Cash/Floats	-	-	-	-	-
<b>Total cash funds</b>	<b>52,183</b>	<b>-</b>	<b>-</b>	<b>52,183</b>	<b>51,593</b>
<b>Other monetary assets</b>					
Tax claim	-	-	-	-	-
Debts due from the	-	-	-	-	-
Insurance claim	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Investment assets</b>					
Investment property - detail	-	-	-	-	-
Quoted investments	-	-	-	-	-
Other investments - detail	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Non monetary assets for</b>					
Badge stock	1,354	-	-	1,354	750
Shop stock	330	-	-	330	190
Other stock	-	-	-	-	-
Land and buildings	350,000	-	-	350,000	350,000
Motor vehicles	-	-	-	-	-
Scouting equipment, furniture etc	30,578	-	-	30,578	20,950
Other	-	-	-	-	-
<b>Sub total</b>	<b>382,261</b>	<b>-</b>	<b>-</b>	<b>382,261</b>	<b>371,890</b>
<b>Liabilities</b>					
Accounts not yet paid	-	-	-	-	-
Expenses incurred but not invoiced	-	-	-	-	-
Subscriptions not yet paid	6,930	-	-	6,930	7,685
Loan - detail	-	-	-	-	-
Other liabilities	-	-	-	-	-
<b>Sub total</b>	<b>6,930</b>	<b>-</b>	<b>-</b>	<b>6,930</b>	<b>7,685</b>



## 42nd Leicester (Glenfield) Scout Group

### Bank deposit account

For the year from	1st March 2022	To	28th Feb 2023
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Contingent liabilities and future obligations

None

#### Notes

1 The Group changed its accounting system for the year 2022 -2023. These accounts were the first produced using Online Scout Manager (OSM) Accounting Tool. Comparisons between 2021 - 2022 and 2022 - 2023 accounts reflect the revised cost coding required in OSM. 2021 - 2022 figures have been mapped into the 2022 - 2023 codes to provide accurate comparison.

2 Equipment and non-fixed assets include new furniture items and new tents. These were some of the planned purchases that were deferred during the COVID pandemic.

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.

This policy is now in review for planned adoption in the first half of 2023.

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 provided a healthy reserves balance. The budget for 2023 - 2024 includes a significant level of financial support for members impacted by the current national financial situation. That support provides subsidised membership subscriptions and activities such as camps and outings.

The above receipts and payments account and statement of assets and liabilities were approved by the Trustees on 25th April 2023 (the date of the Executive Committee meeting that approved the accounts) and signed on their behalf by

Signature	Print Name
	Chair
	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 42<sup>nd</sup> Leicester (Glenfield) Scout Group for the year ended 28th February, 2023.

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

As the charity trustees of the 42<sup>nd</sup> 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 42<sup>nd</sup> 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.

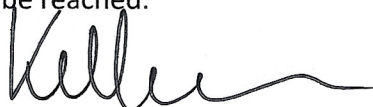
### **Independent examiner's statement**

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 42<sup>nd</sup> 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: 15th April, 2023

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

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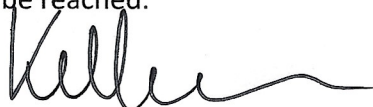
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