

# **1<sup>st</sup> Fatfield Scout Group Annual Report & Accounts Year to 31<sup>st</sup> March 2022**

**1<sup>st</sup> Fatfield Scouts Group Annual Report & Accounts**  
**Year to 31 March 2022**

**Trustees – ex officio**

Chairman	Mrs A Star (from September 2021)
Secretary	Mrs N McLoughlin
Treasurer	Mr P Noble
Temporary Group Scout Leader	Mr K Wilson
AGSL	Mr M Madden
Beaver Section Leaders	Mrs K Turnbull
	Mr A Moss
Cub Section Leaders	Mr N Stoker
Scout Section Leaders	Mr L Wilson
	Mr P Allman

**Trustees – nominated**

Other Trustee	Mr S Thompson
Under 25's Representative	Miss R Star
Parent Representative	Mr S Wayman

**Bankers**

CAF Bank

**Scout registration number**

22571

**Charity registration number**

507923

**Charity principal address**

Duxbury Park  
Fatfield  
Washington  
NE38 8BJ

**Contact name**

Mr P Noble

# **1<sup>st</sup> Fatfield Scouts Group Annual Report & Accounts Year to 31 March 2022**

## **Trustees Report**

### **Introduction**

The Trustees have pleasure in presenting their annual report and financial statements for the year ended 31<sup>st</sup> March 2022.

### **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.

### **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.

### **Objectives of the Group**

The group was established in 1941 by the adoption of the POR by the founding group leaders, who acted as trustees. The group's aim, in common with that of the Scout Association, is the physical, mental and spiritual development of young people.

### **Organisation**

The group is managed by the trustees, who meet on a regular basis to discuss all aspects of day to day running. The leaders of the group are trustees by virtue of their position as a leader. This includes the registration, keeping proper accounts and making returns to the Charity Commission as appropriate.

### **Risk and Internal Control**

The trustees assess the major strategic and operational risks faced by the group on an ongoing basis and react as necessary to mitigate these risks. We arrange insurance to cover liability, personal accident and injury to young people and leaders as well as adequate insurance cover for camping and activity equipment.

In addition to comprehensive insurance provision, the group also has in place systems of internal control that are designed to provide reasonable assurance against material mismanagement or loss, this includes two signatories for all payments.

### **Public Benefit Statement**

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

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## **Trustees Report (cont.)**

### **Review of activities and future developments (prepared by the Treasurer)**

The group's census at 31<sup>st</sup> January 2022 showed our membership numbers including leaders as 136 a decrease of 10 compared to January 2021. This was mainly down to the effects of Covid 19.

Membership numbers and subscriptions have not been restored to pre-Covid levels, meaning a reduction in income compared with previous years. Government assistance grants, paid via the local authority have greatly assisted the group in maintaining comparable receipts to 2020.

Subscription income for 2020 decreased to £14,440 (2020/21 £15,835) through a reduction on subscription payments and cancelled memberships. Pre-covid levels saw subscription income since 2015 in excess of £20,000 per annum.

The Group has not submitted a claim to the Gift Aid scheme in 2021/22. This will be submitted in 2022/23 and will cover the 2019/20, 2020/21 and 2022-2023 scouting financial years; thank you to all members who continue to support the use of the Gift Aid scheme.

The group have received Government Covid-19 disruption grants throughout the year, paid via the local authority to the sum of £11,601.

In terms of payments, premises costs increased totalling £21,770 (2019/20 £14,322), the increase is attributable to the use of site development funds set aside last year for development of an archery range, together with substantial repairs to the Scout hut roof following a structural survey.

### **Policy on reserves and current position**

In general, it is the group's aim to maintain sufficient funds to ensure the success of its activities and provide a contingency to support equipment replacement and unforeseen expenses at short notice.

Current balances as at 31 March 2022 are higher than what would normally be considered necessary to maintain day to day activities for the Group. The Scout Association recommends six months operating costs to ensure a Group can operate during unforeseen circumstances. For 1<sup>st</sup> Fatfield this is considered to be around £7,000 to £8,000, subject to increases in energy costs.

The Group currently has balances totalling £39,000 (2020/21 £46,217). The balance is higher than forecast mainly due to the sporadic Covid-19 assistance received throughout the year. The balances ensure the group has sufficient funds to invest in the current and future membership. The Executive Committee has funding set aside as a contribution to support the future replacement of the minibus.

In addition to cash reserves held, the Group also sets aside approximately £2,500 each

year within its budget as a contingency should additional work to the building or equipment repairs etc. be required.

#### **Grantmaking policy**

The group does not have a policy in respect of making grants.

#### **Investment policy**

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.

#### **Post Balance Sheet events.**

Following the closure of the 2021/22 financial position, the Group returned to a full Scouting program in September 2021, however continues to be impacted by the Covid-19 pandemic through a reduced number of members.

#### **Approval of the trustees' report**

Approved by the trustees on 22nd September 2022 and signed on their behalf by:

Mr P Noble  
Group Treasurer

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**Receipts and Payments Account**

	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
	<b>Actual</b>	<b>Actual</b>
Total receipts for the year	28,089.28	34,495.60
Total payments for the year	(35,307.09)	(20,499.93)
Net receipts + / - payments for the year	(7,217.81)	13,995.67
Cash, bank and similar funds at start of year	46,217.82	32,222.15
Cash, bank and similar funds at end of year	39,000.01	46,217.82

The above account and accompanying statements of assets and liabilities were approved by the trustees on 22nd September 2022 and signed on their behalf by:

Mr K Wilson, Group Manager

Mr P Noble, Group Treasurer

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**Receipts**

	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
	<b>Actual</b>	<b>Actual</b>
<b>Membership and subscription income</b>		
Membership subscriptions	14,440.68	15,835.00
Less paid - Capitation	-5,499.00	-6,838.50
<b>Total membership subscriptions</b>	<b>8,941.68</b>	<b>8,996.50</b>
<b>Other Income</b>		
Investment income - bank interest	5.90	11.31
Gift aid	0.00	0.00
Donations	0.00	0.00
Grants	11,601.00	22,637.71
Neckers / Hoodies income	1,384.00	0.00
Fund raising	30.80	2,517.02
Hire of scout hut	3,467.00	333.06
Hire of minibus to external groups	185.90	0.00
Camping	950.00	0.00
Activity income	1,523.00	0.00
<b>Total other income</b>	<b>19,147.60</b>	<b>25,499.10</b>
<b>Total receipts for the year</b>	<b>28,089.28</b>	<b>34,495.60</b>

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**Payments**

	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
	<b>Actual</b>	<b>Actual</b>
<b>Premises</b>		
Utilities	(823.21)	(1,062.94)
Rates - council tax	(39.86)	0.00
Cleaning	(276.74)	(1,118.59)
Insurance	(1,934.46)	(1,849.62)
Ground rent	(4.59)	(5.00)
Gardening	(1,496.94)	(480.00)
Repairs and Maintenance	(13,346.34)	(7,478.37)
Site development	(3,466.52)	(1,490.72)
Broadband	(382.00)	(333.00)
Scout District Loan	0.00	(504.00)
<b>Total premises expenditure payments</b>	<b>(21,770.66)</b>	<b>(14,322.24)</b>
<b>Administration Expenses</b>	<b>(766.34)</b>	<b>(511.92)</b>
<b>Group activity payments</b>		
Group activities	(4,901.78)	(90.00)
Equipment purchases	(1,975.85)	0.00
Neckers / Hoodies / Scout shop items	(2,486.18)	(40.10)
Training	(40.00)	0.00
Camping	(173.25)	(3,790.00)
Fund raising	0.00	(74.97)
AGM and other meetings	0.00	0.00
Minibus use	0.00	0.00
Other	(560.87)	(469.89)
<b>Total group activity payments</b>	<b>(10,137.93)</b>	<b>(4,464.96)</b>
<b>Minibus payments</b>		
Insurance	(740.80)	(795.29)
Repairs and Maintenance	(1,194.48)	(240.52)
Fuel	(531.88)	0.00
Road fund licence	(165.00)	(165.00)
<b>Total minibus payments</b>	<b>(2,632.16)</b>	<b>(1,200.81)</b>
<b>Total payments for the year</b>	<b>(35,307.09)</b>	<b>(20,499.93)</b>



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**Statement of Assets and Liabilities**

	<b>2022</b>	<b>2021</b>
	£	£
<b>Monetary assets</b>		
Cash account	3,794.92	9,176.37
Minibus account	3,772.30	6,314.56
Deposit account	31,432.79	30,726.89
Scouts and Cubs floats	0.00	0.00
<b>Total monetary assets</b>	<b>39,000.01</b>	<b>46,217.82</b>
<b>Non-monetary assets</b>		
Scout Headquarters		
Minibus	3,000.00	3,500.00
<b>Total non-monetary assets</b>	<b>3,000.00</b>	<b>3,500.00</b>
<b>Liabilities</b>	<b>0.00</b>	<b>0.00</b>
<b>Net Assets</b>	<b>42,000.01</b>	<b>49,717.82</b>

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**Notes to the Accounts**

**Accounting Policies**

- Income shown in the Receipts and Payments Account is before deduction of any expenses.
- Non-monetary assets shown in the Statement of Assets & Liabilities were given an estimated valuation by the trustees based on their knowledge of the assets involved and their age and condition.
- These accounts have been prepared in accordance with the Statement of Recommended Practice *Accounting and Reporting by Charities*, as applicable to the Group.
- The accounts have been prepared on a receipts and payments basis.

## **Independent Examiner's Report to the Trustees of 1<sup>st</sup> Fatfield Scout Group**

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

### **Respective responsibilities of trustees and examiner**

The Group's trustees are responsible for the preparation of the accounts. They consider that an audit is not required for this year under Section 43(2) of the Charities Act 1993 ("the 1993 Act") and that an independent examination is needed.

It is my responsibility to

- Examine the accounts under Section 43(3)(a) of the 1993 Act;
- To follow the procedures laid down in the General Directions given by the Charity Commissioners under Section 43(7)(b) of the 1993 Act; and
- To state whether particular matters have come to my attention.

### **Basis of independent examiner's report**

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the Group and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from you as trustees concerning such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently, I do not express an opinion on the view given by the accounts.

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

In connection with my examination, no matter has come to my attention which gives me reasonable cause to believe that in any material respect the requirements;

- to keep accounting records in accordance with Section 41 of the 1993 Act; and
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 1993 Act have not been met; or
- To which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Name	Chris Paddon
Qualification	Group Treasurer
Date	18th August 2022