



9th Heywood (St Michael's) Scout Group
Registered Charity No. 508174

Trustees' Annual Report for the period
From: 01 April 2020 To: 31 March 2021

Charity name:	9 th (Heywood) St. Michael's Scout Group
Registered Charity Number:	508174
Charity's principal address: (non-postal)	Dixon Fold Bamford Rochdale OL11 5PP

Names of the charity trustees who manage the charity:

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Richard Baron	Chair, Group Executive		Group Scout Leader / Group Council
2	Martin Bowe	Treasurer, Group Executive		Group Council
3	Rachael Davies	Secretary, Group Executive	01/04/20 – 08/01/21	Group Council
4	Andrew Sutton	Group Scout Leader		Warranted Appointment Scout Association
5	Bill Ramm	Elected Member, Group Executive		Group Council
6	Bill Fern	Elected Member, Group Executive		Group Council
7	Ruth Doyle	Elected Member, Group Executive		Group Council
8	Karen Dorrington	Elected Member, Group Executive		Group Council
9	Robert Wardell	Co-opted Member, Group Executive		Group Council

Names of the trustees for the charity:

Scout Association Trust Corporation

Governing document:

The 9th Heywood (St. Michael's) Scout Group adheres to the Scout Association's 'Policy, Organisation and Rules' (POR). This document defines the structure of Scouting in the UK and sets out our constitution, our management process and objectives. The document is available for general scrutiny on the Scout Association website: <https://scouts.org.uk/home/>

How the charity is constituted:

In common with other Scout Groups we operate as an educational charity subject to the policy and rules of the Scout Association. Scout Groups are autonomous organisations being responsible for their own property and equipment, recruitment of leaders and members. We own our HQ building and lease the land on which it stands from Rochdale Council.

The Group is led by the Group Scout Leader (GSL) and is managed by the Group Executive committee. The Group Executive make decisions and carry out actions in line with the requirements of the Scout Association, the needs of the GSL and the uniformed leadership team. The Group Executive Committee is answerable to the Group Council who comprise our members' parents / guardians.

Within the hierarchical structure of Scouting in the UK we are a member of Pennine Scout District (comprising of Rochdale, Heywood and Middleton townships). The District falls under the jurisdiction of Greater Manchester North Scout County within the UK Scout Association.

Our Group name indicates our link to St. Michael's Church, Bamford, Rochdale who are our sponsoring authority. The link dates back to when our Scout Group originally began (circa 1940's), but then closed for a period until restarting in the late 1950's to the present day. During the late 1950's and the following decade the Group met at St. Michael's School, but as we outgrew the facilities available to us there, we sought our own place to meet a mile or so away in Bamford village. The links with the church continued.

Although the church remains our sponsoring body, our Scout Group has a policy of 'open membership'. I.e. it is unrestricted regardless of faith, gender, colour etc.

During the year our Scout Group operated 4 active Scouting sections:

- **Beavers** (aged 6 – 8 years) – making friends, being creative, trying new indoor and outdoor activities
- **Cubs** (aged 8 – 10.5 years) – learning practical skills while having adventures with friends
- **Scouts** (aged 10.5 – 14 years) – building confidence, resilience and a sense of adventure
- **Explorer section** (14 – 18 years) – a go-getting group of young people aged 14 to 18 who take on responsibilities and make things happen.

Further information on the structure and activities of each section can be found on the Scout Association website.

Trustee selection methods:

The Group Scout Leader nominates the Chairperson to lead the Group Executive. This nomination is put to the Group Council for approval at the AGM. The Group Treasurer and the Group Secretary are similarly elected to office by a decision of the Group Council at the AGM. The remaining members of the Group Executive are approved by the Group Council at the AGM. Membership of the Group Executive is strongly encouraged across our members' parents to ensure a healthy cross section of views and debate.

Training / Experience of Trustees

The POR document together with numerous Factsheets set out the rules and guidance for Trustees to follow. The Scout Association is on hand to provide further support and guidance as necessary.

Additionally, Pennine District provide a range of training and support packages for administrative roles as well as for the Scouting leadership team.

Our elected representatives to the Group Executive are not required to have specific qualifications for their roles, but each are committed and trustworthy individuals, taking their obligations seriously and acting with integrity and care and the best interests of our members. Training, covering basic requirements is provided locally as well as online to assist their development in the role. They are all unpaid volunteers, as are our uniformed Leaders. Some have been Beavers, Cubs and Scouts themselves, whilst others have had no Scouting background.

Risk management processes are in place for the health and safety of our members both within our HQ building and for when we undertake activities outside. Risk assessments have become mainstream in our planning and day to day operations for both the uniformed sections and for the administrative management of the Scout Group.

In order to provide a safe and inclusive environment for Scouting in Bamford, our Trustees and Leaders act in accordance with the Key Policies of The Scout Association. These include:

- Child Protection Policy and Young People First
- Equal Opportunities Policy
- Anti-Bullying Policy
- Safety Policy
- Religious Policy
- Development Policy

Further details of these policies can be found on the Association website.

Extracts from the 2021 AGM

The following report from our **Group Scout Leader, Andrew Sutton** to the AGM summarises the activities undertaken by our young people and the efforts of our dedicated leaders and their assistants over the past 12 months.



I can only echo the comments from Richard regarding the effects of the COVID pandemic in hoping that everyone has kept safe and well, and is looking forward to getting back to some sort of new normality.

As a Group this year has been very quiet. With no face-to-face section meetings taking place between April 2020 and March 2021, all the different sections were invited to join in with virtual Zoom meetings and take part in the Big Virtual Camp we held in July. The weather on the chosen weekend for the Big Virtual Camp was luckily very kind and it was great to see so many children and their families taking part. The Beaver section in particular really embraced the idea and all had a go at several of the fun challenges.

The regular Zoom meetings were also well attended by members from all sections of the Group. We had quizzes, built marble runs, had a go at tin can cooking and built weather stations. It was very different from normal Scouting but hopefully it was enjoyed by all who took part.

Looking to the future we have a flourishing Group and both the Beaver and Cub sections are running at capacity with the leaders and adult support that we have available. We hope that the new building will provide the foundation for the next generation of young people that want to get involved and find out how enjoyable Scouting can be. We have a great team of leaders at each section working very hard to

deliver a fun and rewarding program. We hope this gives all young members a unique experience and instils in them the values and beliefs that makes the Scout movement different from any other youth organisation.

Our Group has several closed Facebook pages that we really recommend all parents sign up to and we are currently developing a new website along with a welcome pack for new members. Whilst the future really looks exciting but without more adult help for each section we will struggle to expand our program and deliver the type of experience that our young people deserve. Attending as an occasional helper or even better as a registered leader is both fun and rewarding. No experience is necessary and any training needed is provided. We believe that everyone has something to offer so why not give it a go and sign up and see what it's all about.

Andy Sutton Group Scout Leader

Group Chairman

My opening message is firstly to wish you and your families well as we emerge from a very difficult period caused by the covid pandemic which has affected us all so much. As I write this report in late July I look forward to what I anticipate being a more familiar lifestyle. That is also the hope of the Scout Group as we look forward to beginning the autumn term in a new building and with far fewer restrictions. My report, however, covers the year from 1 April 2020 to 31 March 2021.

As last year we are unable to hold a face-to-face AGM or even a social event, so our annual reports are again delivered to you by email and I hope you find them informative and of interest. Please do take a few moments to read through the reports and to comment back to me if you wish. To new members to the Group and to their parents, I extend a warm welcome to you and hope that your child(ren) enjoys the Scouting activities that our Leaders provide.

Andy Sutton is our Group Scout Leader and his responsibilities extend across each of the Scouting sections (Beavers, Cubs, Scouts and Explorers). His report forms part of the larger AGM report and is, beyond doubt, the most exciting part to read as it summarises what's been happening for our young members during the year. They are at the heart of what we do, and the aim of the Scout Group management is to provide the facilities, equipment, money, etc. for our volunteer leaders who deliver a super programme of activities and experiences to create life-long memories, develop skills for life and encourage socially responsible attitudes.

The biggest and most impactful project the management committee has embarked upon began right at the start of this reporting year when we demolished our old HQ and began the construction of a new one. Actually, fundraising for this venture began many years previously, but in recent times gathered more momentum. With some significant grants from several charities and trusts obtained in early 2020 we had the resources to proceed. I take this opportunity to say a huge 'thank you' to everyone who contributed to our 'Buy-a-Brick' campaign. Collectively this raised a significant sum of money and certainly raised our motivation levels. We are so grateful for your contribution. Additionally, I thank our members who have continued to pay subscription memberships even though our meetings and activities ceased for a period due to pandemic restrictions.

We were delighted to commence the project and we looked forward to our new building. However, even at the demolition stage, we incurred unexpected costs in disposing of the asbestos in our old building – being far more than previously expected. A further disappointment then came as the ground beneath our old building was found to be of poor quality in several places resulting in a significant (and more expensive) alternative to the proposed foundations.

Once over these initial hurdles (and now facing a financial deficit) the impacts of covid restrictions began to affect our builder's ability to obtain materials and equipment. The project began to lose momentum and

frustration resulted. We applied for some additional funding and were delighted that one of our original donors dug deeper into their pockets. By the time we approached the end of March 2021, our confidence levels were lifted as the walls and ceilings were plastered and we could finally see the construction phase coming to an end. Hopefully, you will have seen the regular Newsletters produced by Andy that have documented the story of the build.

Andy's report will cover the activities that our members have undertaken during this year of covid restrictions. Clearly it's been a lean year of Scouting for everyone, not just our Group, and I must thank our uniformed Leaders for doing their best in organising activities and Zoom meetings during this time.

As part of our responsibilities in the proper running of the Group we have certain official positions that require filling and approving:

Role of Treasurer: Martin Bowe has agreed to continue in this role for a further term. **I therefore seek your approval for Martin to continue. A 'no response' assumes approval of the nomination.** Other nominations will be considered*.

Role of Secretary: During the year Rachael Davies had to step down from this role due to NHS work commitments and I'd like to thank Rachael for the work she has done during the year. However, that does leave us with a **vacancy to fill, so nominations are welcomed***.

Role of Chairman: Is the choice of the Group Scout Leader, who nominates Richard Baron to continue for a further term. The nomination requires the approval of the Group membership. I have agreed to continue in the role for a further period, but should anyone wish to put themselves forward in replacement then here's your opportunity. **Please only respond if you wish to nominate yourself or another person, otherwise a 'no response' assumes approval of the nomination.**

***Responses are allowed if received within 14 days of this letter. My contact details are given below. General comments, ideas and suggestions are welcome at any time.**

The Group Executive Committee (responsible for the management of the Group) is a small group of people including the 3 official positions mentioned above. We usually have 5 or 6 meetings per year taking no more than 90 minutes per meeting. We'd be delighted to welcome more people on this committee who have youngsters in any of our Scout sections. If you feel you can support us in this way, or wish to understand what is involved before committing, then please get in touch.

Looking Ahead 2021 / 22

Emerging from the pandemic is a slow process and Scouting is following Government advice to ensure that activities and meetings are run and organised safely. We are playing our part in this and want to ensure a safe, secure, friendly environment exists for our members. Our brand-new building with its fantastic facilities will provide an excellent base for Scouting in Bamford, and with members eager to return, we are confident about the future. We know this will be a fantastic asset for the Scout Group and for the wider community and we can't wait to re-begin the Scout adventure within its walls from the 2021 autumn term.

If there's one message I can finish on it is this, and it's absolutely crucial: the Group always needs willing volunteers whether that be in the form of assisting the uniformed leaders on a section meeting night, or perhaps an administrative role as part of the Group Exec team. We are very proud of our Scout Group; it is forward looking and young person focussed. Please think seriously about how you may be able to help the Group and, if you want to chat it over to see if it's right for you, please do get in touch with me or Andy.

Thank you.

Richard Baron
Group Chairman

Group Treasurer

Welcome to you all,

We finished this financial year after what could only be described as unprecedented due to the global pandemic and the way we all had to adapt to our own personal situations.

The pandemic and the restrictions did result in all our normal income streams being stopped. Although many parents continued to pay their monthly subscriptions which meant some income was received, so thank you.

The only benefit to no activity was it did enable, on what will be our fantastic new building to get built, although slower than we would have liked.

This would not have been possible if it wasn't for the £74,450 in grants and donations we received during this financial year.

We also claimed back £7,480 in gift aid from the past four years using forms previously received and cross checked to the subscription payments. This shows the importance and how easy it is to gain funds for the group.

Total income was **£88,100** with an **expenditure of £141,500** which still included a capitation payment to Pennine District of £2,480.

Our bank accounts summaries at 31st March were as follow:

Combined Current / Sections Accounts total was £8,100

Savings Account total was £21,070. Majority of this value will be used on the new building

Building Fund Account total was £91,860

New Building Venture

We all again need to all thank Andy Sutton, Bob Wardell and Richard Baron for their continued efforts and drive to get the building near to completion. It hasn't been a smooth process and many challenges had to be resolved with Hoyle Developments using the support of our architect.

Monthly Subscription Fee

Because of the new building and what it will offer the sections plus maintaining it to higher standards than the old one, we will be increasing the monthly fees when we return in September.

One child will increase from £12 to **£14 per month**

Two children from the same family will increase from £19.80 to **£23** (3 children to **£32**)

Gift Aid Tax Relief – Do you pay tax? If yes, then the group can get 25% extra

We will be having a drive once we get back to holding the section meetings to get as many taxpayers who pay the subscriptions to sign a new gift aid form (even if you have signed one before). So be prepared and help us with this easy method of gaining extra funds for group activities. Thank you

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Section E Declaration

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

Signed on behalf of the charity's trustees:

Signature(s):



Full name(s): Richard Baron

Position: Chair

Date:

11. August 2021



Martin Bowe

Treasurer

11th Aug 21



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name
9th Heywood (St. Michael's) Scout Group

No (if any)
508174

CC16a

Receipts and payments accounts

For the period from	Period start date	To	Period end date
	01/04/2020		31/03/2021

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Subscriptions	5,338	-	-	5,338	8,121
Sundries	-	-	-	-	150
Credit Payments Utilities	645	-	-	645	-
Hire to Dance Club	120	-	-	120	1,610
Hire to Photography Group	-	-	-	-	160
Fund raising AGM / BBQ	-	-	-	-	1,941
Fund raising Plant Sale	-	-	-	-	10,904
Grants	21,569	-	-	21,569	1,500
New Building Donations	10,030	42,850	-	52,880	43,180
Gift Aid Tax Refund	7,478	-	-	7,478	-
Bank Interest	3	67	-	70	1,281
Sub total (Gross income for AR)	45,184	42,917	-	88,101	68,847
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	45,184	42,917	-	88,101	68,847

A3 Payments					
Capitation Fee to District	2,480	-	-	2,480	2,470
Training Scouts Section	-	-	-	-	500
Credits to Parents	-	-	-	-	199
Training Beaver Section	-	-	-	-	-
Training Cubs Section	-	-	-	-	-
World Jamboree	-	-	-	-	-
Equipment	1,849	-	-	1,849	850
Council Tax	-	-	-	-	564
Electricity	399	-	-	399	907
Water	243	-	-	243	237
Building Insurance	302	-	-	302	880
Land Rent	175	-	-	175	175
Maintenance	-	-	-	-	121
Sundries	-	-	-	-	341
Fund raising AGM / BBQ	-	-	-	-	1,304
Fund raising Plant Sale	-	-	-	-	8,218
New Building Fees	-	136,079	-	136,079	7,925
Sub total	5,448	136,079	-	141,527	24,691

A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
Sub total	-	-	-	-	-

Total payments	5,448	136,079	-	141,527	24,691
Net of receipts/(payments)	39,736	- 93,162	-	- 53,426	44,156
A5 Transfers between funds	- 18,403	18,403	-	-	-
A6 Cash funds last year end	5,236	166,620	-	171,856	127,700
Cash funds this year end	26,569	91,861	-	118,430	171,856

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	<div>Bank Current Account</div> <div>Bank Savings Account</div> <div>Bank Building Account</div> <div>Cash</div> <div>Total cash funds</div> <div>(agree balances with receipts and payments account(s))</div>	<div>5,460</div> <div>21,075</div> <div>-</div> <div>35</div> <div>26,569</div> <div>OK</div>	<div>-</div> <div>-</div> <div>91,861</div> <div>-</div> <div>91,861</div> <div>OK</div>	<div>-</div> <div>-</div> <div>-</div> <div>-</div> <div>-</div> <div>OK</div>
B2 Other monetary assets	<div>Beaver Section Bank Account</div> <div>Cubs Section Bank Account</div> <div>Scouts Section Bank Account</div>	<div>1,187</div> <div>1,150</div> <div>264</div>	<div>-</div> <div>-</div> <div>-</div>	<div>-</div> <div>-</div> <div>-</div>
B3 Investment assets	<div>Details</div>	<div>Fund to which asset belongs</div>	<div>Cost (optional)</div>	<div>Current value (optional)</div>
B4 Assets retained for the charity's own use	<div>Details</div>	<div>Fund to which asset belongs</div>	<div>Cost (optional)</div>	<div>Current value (optional)</div>
B5 Liabilities	<div>Details</div>	<div>Fund to which liability relates</div>	<div>Amount due (optional)</div>	<div>When due (optional)</div>

Signed by one or two trustees on behalf of all the trustees

	Signature	Print Name	Date of approval
Chair person		RICHARD BARON	11.8.21.
Treasurer	M. Bowe	MARTIN BOWE	22/7/21



CHARITY COMMISSION FOR ENGLAND AND WALES

Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name

95 HAYWOOD (ST MICHAEL'S) SCOUT GROUP

On accounts for the year
ended

31ST MARCH 2021

Charity no
(if any)

508174

Set out on pages

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended DD / MM / YYYY.

Responsibilities and
basis of report

As the charity trustees of the Trust, 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 Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed 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 (other than that disclosed below *) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

* Please delete the words in the brackets if they do not apply.

Signed:

Date:

22ND JULY 2021

Name:

DOUGLAS SUTTON

Relevant professional
qualification(s) or body
(if any):

RETIRED BANK MANAGER

Address:

12 CAMBERLEY DRIVE
BAMFORD

ROCHDALE OL11 4AZ