

TRUSTEES' ANNUAL REPORT

From 1st April 2020

To 31st March 2021

Section A	Reference and administration details
Charity name	1 st Ashton (Lord Gerard's Own) Scout Group
Other names the charity is known by	1 st Ashton Scout Group / 1 st Ashton (Lord Gerard's) Scout Group
Registered Charity Number	517134
Scout Association Group Registration Number	11562
Charity's principle address	1 st Ashton (Lord Gerard's Own) Scout Group Scout Association, Ashton Scout Hut Liverpool Road Ashton in Makerfield Wigan WN4 9LP
Correspondence address	Andrew Linster 8 Ware Close Ashton in Makerfield Wigan WN4 8XU

Names of the charity trustees who manage the charity

Trustee name	Office (if any)	Dates acted if not for whole year
Barry Kay	Chairman	
Eileen Heyes	Group Scout Leader	
Andrew Linster	Treasurer	
Mary Smith	Cub Scout Leader (Thursday)	
Jo Pollitt	Beaver Leader	
Andrea Linster	Fund Raising Committee	
Kevin Smith	Scout Leader (Wednesday)	

Names and addresses of advisors

Type of advisor	Name	Address
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There are currently no advisors to the Scout Group

Section B Structure, governance and management

Type of governing document The Group's governing documents are those of the Scout Association. They consist of a Royal Charter (4 January 1912), which in turn gives authority to the by-laws of the Association and the Policy, Organisation and Rules of the Scout Association.

How the charity is constituted 1st Ashton (Lord Gerard's Own) Scout Group was established under a Declaration of Trust dated 21 September 1949 and a Charity in its own right on 31st January 1986. The Group is a trust established under its rules that are common to all Scout Groups/Districts.

Trustee selection method The Trustees are appointed in accordance with the Policy, Organisation and Rules of the Scout Association.

Additional governance 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.

The Committee meets every 1 to 2 months.

This Group Executive Committee exists to support the Group Scout Leader in meeting the responsibilities of the appointments and is responsible for:

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.

Risk and internal controls 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:

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 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.

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. The Group minibus is insured, however the vehicle was SORned (kept off road so no vehicle tax due) and was insured with a laid up insured policy as the vehicle was not driven on public roads after June 2020.

Injury to leaders, helpers, supporters and members. The Group through the capitation fees contributes to the Scout Associations national accident insurance policy for members. In addition, the Group has additional insurance to cover non-member helpers and supporters for personal accident and medical expenses. Risk Assessments are undertaken before all activities.

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.

Reduction or loss of leaders. The group is totally reliant upon volunteers to run and administer the activities of the group. 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.

Section C	Objectives and activities
Summary of the objects of the charity set out in its governing document	The Aim of The Scout Association is to promote the development of young people in achieving their full physical, intellectual, social and spiritual potentials, as individuals, as responsible citizens and as members of their local national and international communities. The method of achieving the Aim of the Association is by providing an enjoyable and attractive scheme of progressive training, based on the Scout Promise and Law and guided by adult leadership.

Public benefit statement	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.
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Section D Financial Review

Accounting policy	<p>The accounts have been drawn up on the receipts and payments basis with a statement of the assets and liabilities and is consistent with the previous year.</p> <p>The accounts are drawn up in accordance with the requirements of Policy, Organisation and Rules of the Scout Association and reflects the Charity Commission Statement of Recommended Practice (SORP).</p>
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. The Group Executive Committee considers that the group should hold a sum equivalent to 12 months running costs, circa £6,000.

Section E Additional information

Insurance	<p>Public Liability Insurance is provided directly by the Scout Association, the current certificate is displayed on the notice board.</p> <p>Building & Contents Insurance and Personal Accident & Medical Expenses Insurance for non-member helpers have been arranged through Unity Insurance Services Ltd via The Scout Association.</p> <p>Additional insurance was taken out to cover liability for the ride on lawnmower. As the Group now has a Gardener who undertakes this work the insurance lapsed in November 2016. Although the Group retains the lawn mower it is no longer used.</p>
Banking	<p>Bank accounts in the name of the group are held with the Natwest Bank plc. We have a Current account and a Reserve account which is registered to receive interest paid gross and with a minimum of 2 signatures for any withdrawals. Individual sections have their own bank accounts, and are with NatWest, Barclays and TSB.</p> <p>We are pleased to report that the Group is in a sound financial position. Future capital expenditure is taken into account in our budget. The Trustees are provided with sound administration in respect of its obligations according to POR (Policy, Organisation and Rules), including insurance, fundraising, and maintenance of Group property.</p>
Investment and financial policy	The Group Executive regularly monitors the levels of bank balances and the interest rates received to ensure the group obtains maximum value and income from its banking arrangements.

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 / building societies.

Review of the 01
April 2020 to 31
March 2021

During the year:

General

Shortly before the start of this accounting period, the UK Prime Minister made the decision to put the whole UK into a National Lockdown. As a result, all face to face Scouting Activities ceased immediately as well as activities undertaken by day groups who hire out the hut during the week.

As the first wave of the pandemic waned, the UK Government lifted some restrictions. This meant that for a brief period over the summer of 2021, one of the day groups could meet (as they were an exercise class until restrictions were once again tightened as the second wave of the pandemic hit). The restrictions were in force until after March 2021. As a result, no day groups were able to meet and use the Scout Hut after the summer.

Scouting

Scouting under guidance from the UK Government appointed agencies introduced a traffic light system.

Red – No face to face activities

Amber – Outdoor only activities with the number of participants limited

Yellow – Outdoor and Indoor activities allowed with some restrictions on the number of participants

Green – no restrictions

For this accounting period, Scouting was either in Red or Amber conditions.

The Group purchased a ZOOM license to enable sections to meet virtually and Leaders ran their sections virtually while under Red conditions.

When amber conditions were in-force, our Scout and Cub sections completed the appropriate risk assessment and had approval from the District Commissioner to meet up outdoors. 1st Ashton Cub and Scout sections were the first Groups in Wigan District to restart face-to-face activities. It was not possible for the Beaver section to restart in this period.

The Group purchased some Cargo parachutes and set up a steel cable between some trees in the hut grounds. This meant when the weather was inclement, some degree of shelter was possible within the Amber restrictions.



Financial position

With the varying degrees of lockdown restrictions in force, the normal fund raising activities that we would expect to undertake were cancelled. Although we were able to run an on-line bingo night.

Steps taken at the beginning of the year to reduce non-essential Group expenditure: The main areas were the suspension of payments to the gas provider as we had built up a large credit pre-pandemic and we could run this down. In addition, as the Scout Hut was left unoccupied for long periods electricity costs were much lower. The Water supply was turned off during the first pandemic wave with weekly flushing of toilets and running of taps to reduce the risk of Legionnaires disease affecting the hut. Weekly checks of the hut were also done to check that the building and its grounds were secure.

During the first part of the pandemic when all Scouting was virtual, the decision was taken not to collect subs as the sections had more than adequate financial resources to continue.

Once Scouting moved to Amber conditions the decision was taken to restart subs for those section Cubs and Scouts that were meeting outdoors, and so some subs have been collected.

As the Scout Group owns the building and land, we were also eligible to receive some UK Government and Local Government Covid-19 related grants. In addition, we applied for grants for other things and received a number of donations. Government grants in the period totaled £25.2 K, plus £1.6K in other donations and the remaining £1K Tesco restricted grant.

The Executive Committee agreed to spend this money wisely and focus on areas that will bring long-term benefit to the Group as a whole.

The vast majority of this money remains unspent, as due to the lockdown it was not possible to spend the money on maintenance and equipment etc.

A small proportion of the grant was spent on:

- The purchase of additional tables (from other organisations that ceased in the pandemic).
- Remodeling of the old storeroom. Although the shelving was treated in prior years for woodworm, the shelving had been weakened and was unsafe. The old wooden doors and wooden wall panel were rotten and needed to be replaced. The old storeroom was remodeled into a new smaller storeroom and bunk

room. The bunk room will be a welcome addition, as it will give a dedicated area for leaders to sleep on overnight camps at the Scout Hut.

There are a number of future projects, which the remaining grant money will be focused on. However, these will be subject to ongoing discussion within the Executive Committee:

- Replacement windows and fire escape doors
- New window blinds
- Central heating upgrade
- Replacement of lighting with energy efficient LED lighting
- Completion of the bouldering wall (additional future fundraising will also be needed)

Overall the Group is very good financial health.

Future Plans

Future plans are discussed regularly at the Executive Committee meetings. Due to the National Lockdown, the Executive Committee cannot meet face to face so communication is via zoom and other online methods.

Section F

Declaration

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

Signed on behalf of the charity's trustees

Barry Kay
Chairman

Eileen Heyes
Group Scout Leader

Andrew Linster
Treasurer

Date

J.B. Kay.
Eileen M Heyes
Andrew Linster
31/03/2022.

1st Ashton Lord Gerard's Scout Group
Balance Sheet at 31st March 2021



LAST YEAR ASSETS

THIS YEAR

£32,641.20	HEADQUARTERS	£31,009.14
£1,632.06	LESS DEPRECIATION @ 5%	£1,550.46
£31,009.14		£29,458.68
£6,833.97	EQUIPMENT	£9,026.00
£3,194.92	ADDITION	£1,546.66
£10,028.89		£10,572.66
£1,002.89	LESS DEPRECIATION @ 10%	£1,057.27
£9,026.00		£9,515.39
	MONIES	
£6,898.65	NATWEST BANK CURRENT	£31,378.71
£1,599.39	NATWEST BANK RESERVE	£1,600.00
£1,224.37	CASH IN HAND	£836.32
£9,722.41	TOTAL OF GROUP FUNDS	£33,815.03
£8,204.87	SECTION BALANCES	£5,344.00
£17,927.28	TOTAL AMOUNT IN GROUP	£39,159.03

LAST YEAR LIABILITIES

THIS YEAR

£57,962.42	£57,962.42
LESS EXCESS OF INCOME OVER EXPENDITURE	£20,170.68

£57,962.42 ASSETS **£78,133.10**

LIABILITIES **£78,133.10**

Accounts prepared by *Andrew Linster* Andrew Linster (Treasurer)

Signature of Chairperson..... *Barry Kay* Barry Kay (Chair)

Depreciation is shown in accordance with accounting procedures. However, this does not necessarily reflect the realistic value of the Headquarters and land owned by the group.

1st Ashton (Lord Gerard's) Scout Group
Receipts and Payments Accounts for the period 1st April 2020 to 31st March 2021



LAST YEAR	RECEIPTS	THIS YEAR
£1,125.00	MINIBUS & ASSOCIATED ACTIVITY - SPONSORSHIP	£0.00
£0.00	MINIBUS & ASSOCIATED ACTIVITY - DONATIONS & ACTIVITIES	£0.00
£7,794.20	SUBSCRIPTIONS	£4,919.50
£3,685.00	BUILDING RENTAL	£150.00
£963.81	SPONSORED EVENTS	£0.00
£10,709.91	CONTRIBUTIONS TO CAMPS & ACTIVITIES	£784.35
£245.03	DONATIONS	£1,650.02
£3,264.02	BRUNCH & CHRISTMAS MARKET STALL	£0.00
£308.51	CHARITABLE COLLECTIONS	£0.00
£3.21	INTEREST	£0.61
£3,190.56	HMRC GIFT AID CLAIM	£2,851.33
£589.56	SOCIAL EVENTS	£134.59
£0.00	CUBJAM	£0.00
£0.00	REPAYMENT OF LOAN FROM ASHTON EXPLORERS	£130.00
£3,000.00	TESCO - Groundwork Trust (RESTRICTED GRANT FOR CONTAINER AND ARCHERY RANGE)	£1,000.00
£0.00	CENTRAL AND LOCAL GOVERNMENT COVID GRANTS	£25,205.75
£0.00	SALE OF EQUIPMENT	£207.00
£34,878.81	SUBTOTAL	£37,033.15
	EXCESS OF EXPENDITURE / INCOME	
£34,878.81		£37,033.15

LAST YEAR	PAYMENTS	THIS YEAR
£0.00	MINIBUS & ASSOCIATED ACTIVITY - PURCHASE	£0.00
£778.60	MINIBUS & ASSOCIATED ACTIVITY - INS, FUEL & TAX	£422.00
£2,308.25	MINIBUS & ASSOCIATED ACTIVITY - REPAIRS & MAINTENANCE	£0.00
£3,610.50	CAPITATION TO DISTRICT	£3,594.50
£0.00	CAPITATION IN RESPECT OF TRANSFERRING SCOUTS	£182.00
£1,121.33	INSURANCE	£1,177.06
£214.59	WATER	£205.45
£2,959.49	GAS & ELECTRIC	£423.85
£884.07	CLEANING	£125.37
£1,542.00	REPAIRS & MAINTENANCE	£2,215.49
£1,897.16	PURCHASE OF UNIFORMS, BADGES ETC	£1,472.47
£868.85	BRUNCH & CHRISTMAS MARKET STALL	£0.00
£345.00	CHARITABLE DONATIONS	£0.00
£310.01	SOCIAL EVENTS	£5.21
£20.00	WREATH	£0.00
£9,297.58	TRIPS, CAMP FEES, FOOD & ACTIVITIES	£5,279.56
£0.00	CUBJAM	£0.00
£0.00	LOAN TO ASHTON EXPLORERS	£130.00
£241.00	TRAINING FOR ADULT LEADERS AND HELPERS	£83.50
£3,350.33	CONTAINER & ARCHERY RANGE (from restricted grant) ***	£261.60
	WEBSITE FEES & CO CARDLESS FEES	£223.34
£29,748.76	SUBTOTAL	£15,801.40
-£559.97	DEPRECIATION	£1,061.07
£5,690.02	EXCESS INCOME/EXPENDITURE	£20,170.68
£34,878.81		£37,033.15

*** Please note an amount of 440.40 was paid for climbing holds as part of the restricted grant fund and was incorrectly recorded on the prior set of accounts under Trips, Camp fees, Food and and Activities. For the prior year the amount should be £3350.33 + £440.40 = £3790.73. This years amount of £261.60, this means the total spent for the project stands at Means the total project funds are accounted for £4052.33 spent against the grant of £4000.

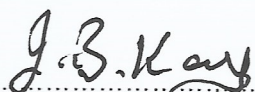
1st Ashton (Lord Gerard's) Scout Group
Receipts Payments Account Summary for the year ended 31 March 2021

	This Year	Last Year
Total receipts for the year	£ 37,033.15	£ 34,878.81
Total payments for the year	£ 15,801.40	£ 29,748.76
Net receipts (payments) for the year	£ 21,231.75	£ 5,130.05
Cash, bank and similar funds brought forward	£ 17,927.28	£ 12,797.23
Cash, bank and similar funds carried forward	£ 39,159.03	£ 17,927.28

The above account and accompanying statement of assets and liabilities were approved by the

Trustees on.....and signed on their behalf by:


.....
Andrew Linster (Treasurer)


.....
Barry Kay (Chair)

1st Ashton (Lord Gerard's) Scout Group



Section A

Independent Examiner's Report

Report to the trustees/ members of	Charity Name 1 st Ashton (Lord Gerard's Own) Scout Group		
On accounts for the year ended	31/03/2021	Charity no (if any)	517134
Set out on pages	<div></div> <p>(remember to include the page numbers of additional sheets)</p>		

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/03/2021.

**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 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.

Signed:

Date:

31/01/2022

Name:

Daniel Martin

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

ACA/ICAEW

Address:

11 Woodgarth Drive, Swinton, M27 5GG

Section B

Disclosure

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.