



Trustees' Annual Report for the period

		Period start date			Period end date		
From	01	04	2020	To	31	03	2021

Section A Reference and administration details

Charity name 1st High Lane Scout Group

Other names charity is known by

Registered charity number (if any) 520228

Charity's principal address Windlehurst Road

High Lane

Stockport

Postcode

SK6 8AB

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	Peter Barke	GSL		
2	Jean Wilkinson	SL		
3	Andrew Reed	ESL		
4	Sarah Fenteman	BSL		
5	Caroline Parker	Treasurer		
6	Amanda Johnson			
7	David Parker			
8	Claire Doust			
9	Lisa Robinson-Hall			
10	Helen Whitehead	Secretary		
11	Neil Boardman			
12	Darren Scarr			
13	Chloe Johnson	CSL		
14	Jacqueline Hand			
15	Adam Desforges			
16	Lee Wilson	AGSL		
17				
18				
19				
20				

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
Not Applicable		

Name of chief executive or names of senior staff members (Optional information)

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Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	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 (eg. trust, association, company)	The Group is a trust under its rules, which are common to all Scouts.
Trustee selection methods (eg. appointed by, elected by)	The trustees are appointed in accordance with the Policy, Organisation and rules of the Scout Association.

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

The Group Executive Committee, the members of which are the 'Charity Trustees' of the Scout Group, which is an educational charity, manages the Group. 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 ideally consists of 3 independent representatives, Chair, Treasurer and Secretary together with the Group Scout Leader, individual section leaders and parents' representation and meets a minimum of once a school term.

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 on 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 Control

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:

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.

<p>The Group has sufficient buildings and contents insurance in place to mitigate against permanent loss.</p> <p>Injury to leaders, helpers, supporters and members. The Group through the capitation fees contributes to the Scout Association's national accident insurance policy. The Group also has a specific insurance policy to cover helpers. Risk Assessments are undertaken before all activities.</p> <p>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>Reduction or loss of leaders. The group is totally reliant upon volunteers to run and administer the activities of the group. If there were 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>Reduction or loss of members. The Group provides activities for all young people aged 6 to 18. If there were 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>The group has in place systems of internal controls that are designed to provide reasonable assurance against material mismanagement or loss; these include 2 signatories for all payments and comprehensive insurance policies to ensure that insurable risks are covered.</p> <p>All adult leaders are required to and have carried out specific GDPR training as provided by The Scout Association through local training managers in the Greater Manchester East County.</p>
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Section C	Objectives and activities
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Summary of the objects of the charity set out in its governing document

<p>The objectives of the group are as a unit of the Scout Association.</p>
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Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

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.

The main activities undertaken to meet the objectives of the charity are based around the Balanced Programme as outlined in section programme material, with an emphasis on outdoors and adventure – and for cub section upwards, centred on preparing for and undertaking residential camping experiences.

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

The contribution of volunteers to 1st High Lane Scout Group is explicitly recognised as our most valuable resource since the Group would not exist without voluntary work, whether as uniformed member or non-member support. To this end, regular volunteers (leaders and regular parental helpers) are given half price membership subscriptions. Parents who feel unable to support the Group with time are given the option of making a voluntary higher membership subscription. The Group further recognises the need for volunteer support and undertakes to provide personalised training, following the Association's adult training scheme and rapid reimbursement of all reasonable expenses undertaken on behalf of the Group.

Summary of the main achievements of the charity during the year

Our group has been considerably affected by the COVID-19 pandemic with our membership cut by about a half. During the pandemic, our meetings were moved to the Zoom online meeting platform where we made the decision to suspend subscriptions until we could resume face to face meetings. Our subscription receipts for 1st April 2020 to 31st March 2021 were down considerably to £2,324 (to 2020: £12,047)

With our annual plant sale at the beginning of our financial year, our funds were boosted by sales which raised £3,002 (to 2020: £5,271). Our plant sale was unable to run in 2020 due to the COVID-19 pandemic which affected our overall income from fundraising activities.

Local council grants were available to us due to the pandemic with a total of £21,592

This has resulted in us being able to suspend our subscription rates during the online meetings through the pandemic.

Our opening bank balances on 1st April 2020 were £22,046 inclusive of the reserve account balance and our closing balances at 31st March 2021 were £45,303.

We maintain a dedicated fundraising sub-committee to raise additional funds and community awareness.

Section E

Financial review

Brief statement of the charity's policy on reserves

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 six months running costs, circa £3,000.

The Group held reserves of approximately £9,942 against this at the year end due to the unusual financial situation due to the pandemic.

Details of any funds materially in deficit

There are no funds in particular deficit

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

Investment Policy:

The Group does not have sufficient funds to invest in longer term investments; The Group has therefore adopted a risk adverse strategy to the investment of its funds. All funds are held in cash using only mainstream banks.

Section F

Other optional information

Section G

Declaration

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

Signed on behalf of the charity's trustees

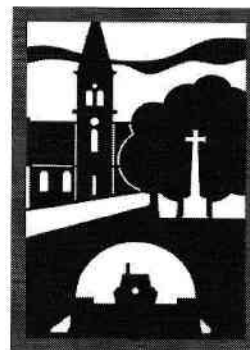
Signature(s)		
Full name(s)	Peter Barke	David Parker
Position (eg Secretary, Chair, etc)	GSL	Chairman
Date	24/09/2021	

1st High Lane Scout Group

Accounts

2020/21

Charity No. 520228



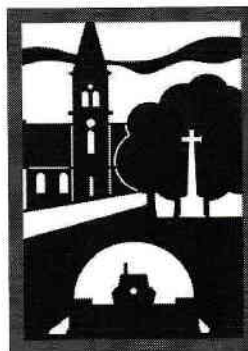
<u>Income</u>	<u>2020/21</u>	<u>2019/20</u>
Activity	£0	£1,265
Camp	£0	£2,522
Donations	£1,525	£2,469
Gift Aid	£0	£2,361
Grants	£21,592	£0
Bank Interest	£7	£16
Plant Sale	£3,002	£5,271
Roof Fund	£0	£434
Subscriptions	£2,324	£12,047
Uniform	£30	£38
Utilities	£86	£0
Total Income	<u>£28,566</u>	<u>£26,422</u>
<u>Expenditure</u>		
Activity	£182	£3,498
Badges	£64	£402
Camp	£0	£2,437
Capitation	£1,638	£2,876
Cleaning	£184	£1,067
Consumables	£0	£0
Donations	£0	£24
Equipment	£0	£1,206
Insurance	£1,742	£1,691
Maintenance	£622	£5,580
Miscellaneous	£57	£224
Plant Sale	£101	£2,473
Printing, Postage, Stationery	£46	£15
Roof Fund	£0	£0
Subscriptions (Explorers)	£96	£1,532
Training	£0	£22
Uniform	£0	£100
Utilities	£579	£1,481
Total Expenditure	<u>£5,309</u>	<u>£24,628</u>
Net Income/(Expenditure)	<u>£23,257</u>	<u>£1,794</u>

1st High Lane Scout Group

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2020/21

Charity No. 520228



<u>Bank Accounts</u>	<u>2020/21</u>	<u>2019/20</u>
Current RBS	£0	£10
Current Coop	£34,957	£0
Subscriptions RBS	£0	£18,906
Paypal	£404	£0
Reserve RBS	£0	£3,131
Savings Coop	£9,942	£0
Total	<u>£45,303</u>	<u>£22,046</u>
<u>Reserves</u>		
Bank Accounts 1/4/20	£22,046	£20,252
Net Income	£23,257	£1,794
Bank Accounts 31/3/21	<u>£45,303</u>	<u>£22,046</u>

I have examined the books and vouchers presented to me
and the above is in accordance therewith.

Treasurer

Caroline Parker

Caroline Parker

Date *30/6/21*

Independent Examiner

Robert Taylor

Robert Taylor

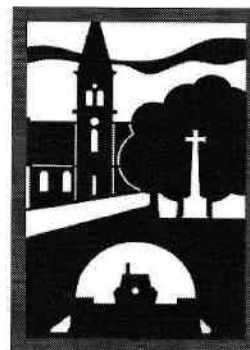
Date *5/7/21*

1st High Lane Scout Group

Accounts

2020/21

Charity No. 520228



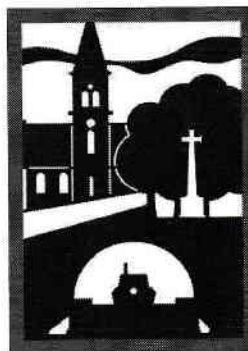
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Caroline Parker

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Date *30/6/21*

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