

# **1<sup>ST</sup> Norbreck Scout & Guide Group**

## **Trustee Report 2020-2021**

### **1<sup>st</sup> Norbreck Scout & Guide Group Report for the Year ended 31<sup>st</sup> March 2021**

The Scout & Guide Group present their report for the year ended 31st March 2021. The accounts have been prepared in accordance with standard accounting practice and comply with the Charity's Trust Deed and applicable law.

#### **Reference and Administrative details of the Charity, it's Trustees and Advisers:**

1<sup>st</sup> Norbreck Scout & Guide Group registered charity number 521556 is an independent charity jointly owned by 1<sup>st</sup> Norbreck Guiding & 1<sup>st</sup> Norbreck Scout Group. Members of the Group Executive who have served during the year and since the year end are listed below.

#### **Address:**

1<sup>st</sup> Norbreck Scout & Guide Group, Carr Road, Thornton Cleveleys, Lancashire, FY5 3AG

#### **Composition of the Group Executive:**

The Chairman; The Treasurer; The Group Scout Leader; The Secretary; An elected Section Representative.

#### **Independent Examiner:**

Kerri Duckworth

#### **Structure, Governance and Management:**

The Charity is governed by a trust deed and is operated by the Group Executive incorporated as a body. Its property is held by the Group Executive on behalf of the Charity and they are subject to covenants set out in the Guide Association Trust Deed of 1993. The Group Executive also acts as the Council of the Charity as defined in the said conveyance. The Group Executive meet at least four times a year.

#### **Objectives and Activities:**

To maintain and operate, on a day to day basis, the 1<sup>st</sup> Norbreck Scout & Guide HQ within the objectives of the Scout and Guide Associations concerned with the development of young people.

#### **Public Benefit:**

The Trustees confirm that they have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the Charity's aims and objectives and in planning future activities.

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**Trustee Report 2020-2021**

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**Achievements, Performance & Financial Review**

The activity centre has net income for the year of £27,299, (2021 net expenditure £6,945), as shown in the statement of financial activities in the attached accounts.

**Annual Review**

This financial year has been a challenging one for 1<sup>st</sup> Norbreck Scout & Guide Group.

At the commencement of the Financial year the Group, in line with all other Youth Organisations in the Country, were instructed to avoid all face-to-face meetings due to the pandemic. So that the sections did not lose their membership, delivery of sessions continued in an online format using Zoom. Although the leaders made sterling efforts to prepare and deliver a programme of activities, the restrictions of no in-person meetings inevitably led to a drop off in attendance and a massive restriction on a normal Scout & Guide balanced programme.

At various points throughout the financial year, National advice moved between the states of Amber, Yellow and red which meant that at times some face-to-face meetings could be held albeit outdoors. During the period of enforced closure, the volunteers that help run the headquarters have been active. They have maintained the fabric of the building and although financial income from lettings has been curtailed, the provision of Covid grants via the Local Authority have enabled more major refurbishment projects to be planned and started.

As things stand at present, the closure of the headquarters will run into the ensuing financial year as it is appearing more likely that there will be no easing of the lockdown restrictions on youth organisations in the foreseeable future.


*The charity's policy on reserves is to try and maintain unrestricted liquid funds of £10,000 in order to cover the running costs of the centre over a year.*

*The charity's policy on investments is to adopt a low-risk strategy based on maximising funds. The Charity currently has no investments.*

*The charity's policy on grants is to provide grants for training instructors for the activities we provide.*

*The Headquarters deeds are held jointly by The Scout Association Trust Corporation and The Guide Association Trust Corporation, both charitable companies limited by guarantee*

This report was approved, for and on behalf of the Management Committee, and signed on its behalf by:-

Signed.......... Date.....20/6/2022.....

Jennifer Hill  
Chairman 1<sup>st</sup> Norbreck Scout & Guide Group

**1<sup>ST</sup> Norbreck Scout & Guide Group**  
**Trustee Report 2020-2021**

**INDEPENDENT EXAMINER'S REPORT TO THE 1<sup>ST</sup> NORBRECK SCOUT & GUIDE GROUP**

I report on the accounts of the Charity for the year ended 31st March 2021, which are attached.

**RESPECTIVE RESPONSIBILITIES OF THE SCOUT & GUIDE GROUP AND EXAMINER**

The Group Executive are responsible for the preparation of the accounts and they consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed. It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act
- to follow the procedures laid down in the General Directions given by the Charity Commission under section 145(5)(b) of the 2011 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 Commission. An examination includes a review of the accounting records kept by the Charity 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 any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

**INDEPENDENT EXAMINER'S REPORT**

In connection with my examination, no matter has come to my attention:

1. which gives me reasonable cause to believe that in any material respect the requirements:

- to keep accounting records in accordance with section 130 of the 2011 Act; and
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act,

have not been met; or

2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed.......... Date.....20/6/2022.....

Kerri Duckworth  
Independent Examiner

<b>1ST NORBRECK BUILDINGS ACCOUNT 1ST APRIL 2020 TO 31ST MARCH 2021</b>				
<b>Income</b>				
Hall Hire		400.00		
Grants received BBC		21,237.00		
<b>TOTAL</b>		<b>21,637.00</b>		
<b>Expenditure</b>				
Council Tax and land rent		1,603.79		
Electric		671.80		
Gas		809.52		
Water		618.26		
Insurance of HQ		2,426.86		
PRS Lic		87.12		
<b>TOTAL</b>		<b>6,217.35</b>		
Balance B/f 1.4.20		16,951.11		
Income		21,637.00		
Expenditure		-6,217.35		
Balance C/F 31.3.21		32,370.76		

Auditors report.

From the books, papers and explanations given to me,  
I am satisfied that these accounts represent a  
true and proper record.

18/4/21 Keri Duckworth

1ST NORBRECK BEAVERS, CUBS AND SCOUTS ACCOUNTS			
1ST April 2020 to 31st March 2021			
<b>Income</b>			
Subs		6,062.00	
TOTAL		6,062.00	
<b>Expenditure</b>			
Petty Cash		321.50	
equipment bought		236.32	
Leader expenses		38.50	
refund of subs		132.00	
TOTAL		728.32	
Balance 1.4.2020		12,411.32	
Income		6,062.00	
Expenditure		-728.32	
Balance 31.3.2021		17,745.00	

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Jennifer Hill  
Chairman 1<sup>st</sup> Norbreck Scout & Guide Group



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Independent Examiner