

1st Bowdens Scout Group

**Trustees' Annual Report and
Accounts**

**For the year ended
31 March 2021**

1st Bowdens Scout Group

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Trustees' Annual Report

For the period

From (start date)

0 1 0 4 2 0

to end date

3 1 0 3 2 1

Section A

Reference and administration details

Charity name

1st Bowdens Scout Group

Registered charity number

5 2 1 7 6 7

Charity's principal address

The Scout Hut, Rectory Lane

Little Bowden

Market Harborough, Leicestershire

Postcode

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Names of the charity trustees who manage the charity

	Trustee Name	Office (if any)	Dates acted if not for whole year
1	John Cooper	Chairman	
2	Madie Bransby	Treasurer	
3	Simon Ingram-Hawkes	Elected member	
4	David Sawford	Assistant Scout Leader	
5	Johanna Osborne	Group Scout Leader	
6			
7			
8			
9			
10			
11			
12			
13			
14			
15			

Names and addresses of advisers

Type of advisor	Name	Address
Independent Examiner	Paul Barnett of Newby Castleman LLP	110 Regent Road, Leicester, LE1 7LT
Bankers	National Westminster Bank plc	21 St Mary's Road, Market Harborough, LE16 7DY

Trustees' Annual Report

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to end date

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Section B

Structure, governance and management

Description of the charity's trusts

Type of governing document

The Group's governing documents are those of the 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
(e.g. trust, association, company)

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.

Additional governance issues

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 consists of 5 independent representatives: Chairman, Treasurer, Elected Member and the 2 Group Scout Leaders together with individual section leaders and meets every 3 months.

Members of the Executive Committee complete a training module - '*Essential Information for Executive Committee*' within the first 5 months of joining the committee.

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 Control

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.

The Group, through the capitation fees contribute to The Scout Association national insurance policy.

Trustees' Annual Report

For the period

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to end date

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Section C

Objectives and activities

Summary of the objects of the charity set out in its governing document

The Purpose of Scouting

The purpose of the Group 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 Scout Method provides an enjoyable and attractive scheme of progressive training, based on the Scout Promise and Law, which is guided by adult leadership.

The Values of Scouting

As Scouts we are guided by these values:

Integrity - We act with integrity; we are honest, trustworthy and loyal.

Respect - We have self-respect and respect for others.

Care - We support others and take care of the world in which we live.

Belief - We explore our faiths, beliefs and attitudes.

Co-operation - We make a positive difference; we co-operate with others and make friends.

The Scout Method

Scouting takes place when young people, in partnership with adults, work together based on the values of Scouting and:

- enjoy what they are doing and have fun
- take part in activities indoors and outdoors
- learn by doing
- share in spiritual reflection
- take responsibility and make choices
- undertake new and challenging activities
- make and live by their Promise.

Summary of the main activities in relation to these objects

A full programme of activities for all sections is implemented incorporating all aims of The Scout Association in the development of young people.

Public benefit statement

The Trustees confirm that they have had regard to the Charity Commission's guidance on public benefit.

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.

Trustees' Annual Report

For the period

From (start date)

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to end date

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Section D

Achievements and performance

Summary of the main achievements of the charity during the year

Our youth numbers remain strong and we are full to capacity.
Our adult volunteers are consistent.

The pandemic caused a major issue, with face to face meetings suspended. The leadership team continued to deliver a scouting programme and virtual camping through an online programme and WhatsApp groups. The group feared it would lose several youth members during this period however it appears the group actually grew in overall terms which was a real credit to the leadership team.

Most of the annual events were cancelled and our international trip was postponed for twelve months, this is now planned for summer 2022.

Trustees' Annual Report

For the period

From (start date)

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to end date

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Section E

Financial Review

Brief statement of the charity's policy on reserves

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 6 months average running costs, circa £10,000.

Amounts in excess of the reserves policy will be used to fund the construction of the new scout hut for which planning and development are currently being sourced.

Further financial review details (optional information)

Financial Position

The financial results for the year are set out on pages 8 to 9.

Investment Policy

The Group does not have sufficient funds to invest in longer-term investments such as stocks and shares. The Group has therefore adopted a low risk strategy to the investment of its funds. All funds are held in cash using only mainstream banks or building societies.

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. Occasionally this may involve using an account that requires a period of notice before funds may be withdrawn, before doing so the Group Executive considers the cash flow requirements.

Going concern

At the time of approving the accounts the Trustees have a reasonable expectation that the Scout Group has adequate resources to continue in operation for the foreseeable future.

Trustees' Annual Report

For the period

From (start date)

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to end date

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Section F

Other Optional Information

Plans for future periods (details of any significant activities planned to achieve them)

Section G

Declaration

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

Signed on behalf of the charity's trustees

Signature(s)

J Cooper

M Bransby

Full name(s)

John Cooper

Madie Bransby

Position (eg Secretary, Chair)

Chairman

Treasurer

Date

2 6 0 5 2 2

Independent examiner's report on the accounts

**Report to the trustees/
members of** 1st Bowdens Scout Group

**On accounts for the
year ended** 31 March 2021 **Charity no** 521767

Set out on pages 8 to 9

**Responsibilities and
basis of independent
examiner's report**

As the charity trustees, 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 charity's accounts carried out under section 145 of the 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 giving me cause to believe that in any material respect:

- accounting records were not kept in respect of the charity as required by 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: P T Barnett **Date:** 27-May-22

Name: Paul Barnett of Newby Castleman LLP

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

Address: 110 Regent Road
Leicester
LE1 7LT

1st Bowdens Scout Group

Receipts and Payments Account

For the period from	Period start date 01-Apr-20	To	Period end date 31-Mar-21
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Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts				
Net membership subscriptions retained	16,188	-	16,188	17,653
Trips and activities	3,002	-	3,002	42,939
Donations	50	-	50	1,000
Fundraising	4,730	-	4,730	5,888
Sale of goods	660	-	660	1,089
Gift aid and repayment interest	4,609	-	4,609	4,471
Interest received	4	-	4	20
Lettings	-	-	-	415
Grants	11,265	-	11,265	-
<i>Sub total (Gross income for AR)</i>	40,508	-	40,508	73,475
A2 Asset and investment sales, (see table).				
	-	-	-	-
	-	-	-	-
<i>Sub total</i>	-	-	-	-
<i>Total receipts</i>	40,508	-	40,508	73,475
A3 Payments				
Badges	1,442	-	1,442	1,925
Uniforms	27	-	27	41
Training	-	-	-	260
Utilities	917	-	917	1,622
Maintenance	631	-	631	1,103
Beaver expenses	-	-	-	148
Cub expenses	368	-	368	625
Scout expenses	104	-	104	252
Group expenses	581	-	581	1,128
Capitation	7,769	-	7,769	7,808
Administration expenses	143	-	143	398
Fundraising costs	-	-	-	398
Merchandise	703	-	703	915
Insurance	959	-	959	955
Rent	100	-	100	100
Trips, activities and camp expenses	316	-	316	19,071
<i>Sub total</i>	14,060	-	14,060	36,749
A4 Asset and investment purchases, (see table)				
Professional fees regarding new hut	-	-	-	1,194
	-	-	-	-
<i>Sub total</i>	-	-	-	1,194
<i>Total payments</i>	14,060	-	14,060	37,943
<i>Net of receipts/(payments)</i>	26,448	-	26,448	35,532
A5 Transfers between funds	-	-	-	-
A6 Cash funds last year end	93,713	-	93,713	58,181
<i>Cash funds this year end</i>	120,161	-	120,161	93,713

1st Bowdens Scout Group

Statement of Assets and Liabilities

For the period from	Period start date 01-Apr-20	To	Period end date 31-Mar-21
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Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	
B1 Cash funds	Bank current account	110,118	-	
	Business reserve account	10,043	-	
			-	
	Total cash funds	120,161	-	
(agree balances with receipts and payments account(s)) OK OK				
B2 Other monetary assets	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	
	Gift aid due but not all claimed yet	4,646	-	
		-	-	
		-	-	
B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
	Equipment	Unrestricted	10,000	-
	Professional fees regarding new hut	Unrestricted	5,289	-
			-	-
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees				
Signature		Print Name		Date of approval
J Cooper		John Cooper (Chairman)		26-May-22
M Bransbury		Madie Bransby (Treasurer)		26-May-22