



Trustees' Annual Report for the period

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

Section A Reference and administration details

Charity name 3rd Worcester Scout Group

Other names charity is known by

Registered charity number (if any) 524647

Charity's principal address 3rd Worcester Scout HQ, Rainbow Rise, Worcester

Postcode WR3 8EU

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	Gareth Evans	Chairman		
2	Sandy Davies	Secretary		
3	Martin Smith	Treasurer		
4	Gareth Powell	Group Scout Leader		
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16				
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

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 established 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 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 3 independent representatives, Chair, Treasurer, and Secretary together with the Group Scout Leader, individual section leaders (if opted to take on the responsibility) and parents' representation, and meets every 3 months. Members of the Executive Committee complete 'Essential Information for Executive Committee' training 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 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. The Group has sufficient buildings and contents insurance in place to mitigate against permanent loss.

Injury to leaders, helpers, supporters and members. The Group through the capitation fees, contributes to the Scout Associations national accident insurance policy. 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 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 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.

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 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.

Section C Objectives and activities

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

The Purpose of Scouting.

Scouting exists to actively engage and support young people in their personal development, empowering them to make a positive contribution to society.

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 cooperate 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.

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.

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)

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.

Summary of the main achievements of the charity during the year

Through their Scouting activities the group has enabled young people to participate in external activities including numerous camps throughout the year, where young people are able to participate in outdoor and indoor activities which would normally be missed. The group is fully inclusive, and we pride ourselves on giving everyone an equal opportunity.

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 running costs, circa £4,000.

The Group held reserves of approximately £9,700 against this at year end. This is above the level required for operating expenses.

Details of any funds materially in 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

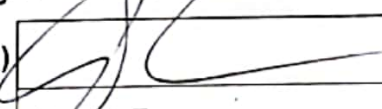
The Group's Income and Expenditure is very small and therefore does not have sufficient funds to invest in longer-term investments such as stocks and shares. The Group has therefore adopted a low risk strategy to the investment of its funds. All funds are held in cash using only mainstream banks or building societies or The Scout Association's Short-Term Investment Service.

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.

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)	Gareth Evans	
Position (eg Secretary, Chair, etc)	Chair	

Date 29th January 2021

3rd WORCESTER SCOUT GROUP ACCOUNTS 2020-21

1st April 2020 to 31st March 2021

2020-21**2019-20****RECEIPTS**

£

£

DONATIONS, LEGACIES & SIMILAR INCOME

Membership fees

7,336

9,732

Donations

80

1,154

Gift Aid

12,834

0

Other Income (e.g. Camp & Activity fees)

6,075

12,237

Scouts - Alps 2022 (negative figure reflects net refunds)

-3,365

8,200

SUB TOTAL**22,960****31,323****GRANTS**

Business rates small business grant (COVID)

10,000

0

District COVID support grant

250

SUB TOTAL**10,250****0****FUNDRAISING**

AGM cash donations

0

132

Collection tins

0

0

Easy Fundraising

173

17

Asda Bag Pack

0

830

Other

0

0

SUB TOTAL**173****979****INVESTMENT INCOME**

Bank Interest

0

10

Property Rent Income - Hut Hire

6,837

4,118

Other, inc Raindrops Electricity payments

1,063

746

SUB TOTAL**7,901****4,874****TOTAL GROSS INCOME****41,284****37,176**

Asset and Investment sales

0

0

TOTAL RECEIPTS**41,284****37,176****PAYMENTS****CHARITABLE PAYMENTS**

Youth programme

3,487

11,916

Scouts - Alpine 2022

0

4,304

National & District Membership fees (Capitation)

2,913

4,259

Group general expenditure, adult support, and training

854

1,505

Electricity

1,575

2,042

Insurance

831

802

Waste Collection

172

344

Repairs and Renewals

3,387

1,097

Hut Improvement

338

2,714

Equipment

628

580

Printing and Photocopying

120

0

Contribution to Camp Costs

0

0

Uniforms / Badges

812

804

Other costs - Website / Domain

108

122

Other costs - Charitable Donation

0

0

SUB-TOTAL EXPENDITURE**15,224****30,488**

Asset and Investment purchases - trailer

3,960

0

TOTAL PAYMENTS**19,184****30,488****SUMMARY POSITION**

NET CASH IN - CASH OUT

22,100

6,688

CASH FUNDS LAST YEAR END

23,596

16,909

CASH FUNDS THIS YEAR END**45,696****23,596**

Cash funds without Scouts International trip net cash

49,061

19,700

CASH FUNDS

Bank Community ("Current") account

36,931

23,066

Less uncleared cheques

0

521

Adj Balance

36,931

22,544

Bank Reserve Account (ring-fenced money)

8,620

0

Petty Cash

145

530

TOTAL**45,696****23,075****Discrepancy (should = 0, or total of uncleared cheques)****0.00****521**



Independent examiner's report on the accounts

Section A

Independent Examiner's Report

**Report to the trustees/
members of**

Charity Name
3rd Worcester Scout Group

**On accounts for the year
ended**

2021

**Charity no
(if any)**

524647

Set out on pages

1 to 3

(remember to include the page numbers of additional sheets)

**Respective
responsibilities of
trustees and examiner**

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to my attention.

**Basis of independent
examiner's statement**

My examination was carried out in accordance with 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 the 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 statement**

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 Charities Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities 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:

29-09-2021

Name:

Jonathan Haywood

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

None

Address: 40 Barbourne Lane, Worcester, WR1 3EU

Section B

Disclosure

Only complete if the examiner needs to highlight material problems.

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