



**2ND ACOMB (ST. STEPHEN'S) SCOUT GROUP**  
**TRUSTEE'S REPORT**  
**FOR THE YEAR ENDED 31ST MARCH 2021**

**REFERENCE AND ADMINISTRATION DETAILS**

**TRUSTEES: Ex - Officio [Appointment]**

- Group Scout Leader ♦ Rebecca Lincoln

**TRUSTEES: Elected**

- \* ■ Treasurer Paul Gregson
- \* ■ Secretary Rachel Bramwell

**TRUSTEES: Nominated [Appointment]**

- \* ■ Chairman ♦ Robert Dickenson
- \* Vice Chairman Vacant

**LEADERS & REPRESENTATIVES**

- Scout Leader Nik Owen
- Cub Scout Leader - Apaches Debbie Gregson
- Cub Scout Leader - Mohawks Janet McPherson
- Beaver Scout Leader - Tuesday Julie Owen
- Beaver Scout Leader - Thursday Trevor Foot
- Explorer Leader Alex Roworth
- Parent Representative - Scouts Lisa West
- Parent Representative - Cubs Lucy King
- Parent Representative - Cubs Michelle Fairclough
- Parent Representative - Beavers Laura Wells-Law
- Parochial Church Council Pete Viveash

**BANKERS:**

Barclays Bank plc, Parliament Street, York

**OTHER ADVISORS:**

- \* ■ Redmire Station House ♦ Richard White
- Redmire Station House ♦ Alex Roworth
- Young Leader Support Janet McPherson

**THE SCOUT ASSOCIATION REGISTRATION NUMBER:**

14342

**CHARITY REGISTRATION NUMBER:**

524830

**CONTACT NAME & ADDRESS:**

Mr. Robert Dickenson, 11 Muirfield Way, Acomb, YORK YO26 5QW

- \* ***Trustees registered with Charities Commission***
- ***Members of 2nd Acomb Scout Group Executive***
- ♦ ***Members of Redmire Station House Board of Trustees***



## 2ND ACOMB (ST. STEPHEN'S) SCOUT GROUP

### TRUSTEE'S REPORT [CONTINUED]

### FOR THE YEAR ENDED 31ST MARCH 2021

#### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

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. The Group is a trust established under its rules which are common to all Scouts. The Trustees are appointed in accordance with the Policy, Organisation and Rules of The Scout Association. The Group is an educational charity managed by the Group Executive Committee, membership of which is set out above.

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

- a) The maintenance of Group property;
- b) The raising of funds and the administration of Group finance;
- c) The insurance of persons, property and equipment;
- d) Assisting in the recruitment of leaders and other adult support;
- e) Appointing Administrators and Advisors other than those who are elected

Since 1988 the Group have owned Redmire Station House and this property is owned under a Declaration of Trust with a Board of 4 Trustees (2 Group Trustees and 2 Redmire Trustees - see above) assisted by a Chairman, the Group Scout Leader and 2 co-opted individuals. They are responsible for the day to day running, maintenance, financing and hiring of the property.

#### **RISKS 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:

- a) 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.
- b) 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.
- c) Reduced income from fund raising. The Group is primarily reliant upon income from subscriptions and fundraising. The Committee could raise the value of subscriptions to increase the income to the group on an ongoing basis, either temporarily or permanently.
- d) 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.
- e) 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 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.

#### **OBJECTIVES AND ACTIVITIES**

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 co-operate with others and make friends

The range of activities provided for the children was seriously reduced due to the Coronavirus outbreak. All sections continued to provide activities throughout albeit mainly online.

#### **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.

#### **FINANCIAL REVIEW**

Receipts have increased from £31k to £34k supported in the main by Government COVID Grants being ahead of previous years rentals for Redmire Station House. The closure of "Face to face" scouting due to the Coronavirus outbreak had an 18% reduction membership subscriptions. The Group is now upto date with Gift Aid claims creating £3k more receipts than the previous year.

Expenditure fell by £4k in the main due to the cost of "face to face" activities reducing due to Coronavirus lockdowns. Repairs and running costs to the group's property increased by £6k whilst the Group's transport costs fell by £3k.

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 Redmire Board of Trustees considers that they should hold a sum equivalent to 12 months running costs, circa £8k for any major building works being required.

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.



**2ND ACOMB (ST. STEPHENS) SCOUT GROUP  
RECEIPTS & PAYMENTS ACCOUNT SUMMARY  
FOR THE YEAR ENDED 31ST MARCH 2021**

	This Year	Restated 31st March 2020
Total Receipts for the year	34,264.63	31,187.83
Total Payments for the year	23,341.19	28,075.22
Movement in Section Cash Balances	-	4,699.76
Net receipts/(payments) for the period	10,923.44	7,812.37
Cash, Bank and similar funds brought forward	22,644.31	14,831.94
Cash, Bank and similar funds carried forward	<b><u>£33,567.75</u></b>	<b><u>£22,644.31</u></b>

**STATEMENT OF ASSETS & LIABILITIES at 31st March 2021**

	This Year	31st March 2020
<b>MONETARY ASSETS:</b>		
Group Deposit Account	10.91	10.91
Group Current Account	11,586.56	3,924.70
	11,597.47	3,935.61
Sections Bank Accounts & Cash	1,075.75	4,678.55
Redmire Bank Accounts & Cash less Advances	20,487.41	13,629.43
	33,160.63	22,243.59
The Scout Association Short Term Deposit	407.12	400.72
	<b><u>£33,567.75</u></b>	<b><u>£22,644.31</u></b>
<b>NON-MONETARY ASSETS:</b>		
Redmire Station House	459,000.00	443,000.00
Trailer	1,300.00	1,300.00
Minibus Ford Transit - LD04YTF	2,500.00	2,500.00
Minibus LDV - X739NUG	500.00	500.00
Marquees	5,000.00	5,000.00
Tentage	3,000.00	3,000.00
Camping Equipment	1,300.00	1,300.00
HQ Furniture & Equipment	1,300.00	300.00
Trophies	100.00	100.00
	<b><u>474,000.00</u></b>	<b><u>457,000.00</u></b>
<b>TOTAL ASSETS LESS LIABILITIES:</b>	<b><u>507,567.75</u></b>	<b><u>479,644.31</u></b>

The above account and accompanying statements of assets and liabilities were approved by the Trustees on 26th April 2021 and signed on their behalf by

Mr. Robert Dickenson [Chairman]



## 2ND ACOMB (ST. STEPHEN'S) SCOUT GROUP

### RECEIPTS for the Year ended 31st March 2021

	This Year	Restated Previous Year
<b>MEMBERSHIP SUBSCRIPTIONS</b>	10,008.00	12,279.00
Less Portion of DD Subscriptions to Sections	-	(1,680.40)
Add Rebate from York Scouts, Ebor District	150.00	150.00
Less Paid to York Scouts, Ebor District	(4,743.00)	(4,950.00)
	5,415.00	5,798.60
<b>Inland Revenue - Gift Aid</b>	3,510.22	562.83
	<b>8,925.22</b>	<b>6,361.43</b>
 <b>INVESTMENT INCOME RECEIVED</b>	 <b>11.67</b>	 <b>5.58</b>
Bank Interest	5.27	5.58
The Scout Association Short Term Investment	6.40	-
 <b>PROPERTY INCOME - REDMIRE STATION HOUSE</b>	 <b>1,300.00</b>	 <b>13,921.00</b>
Rent	1,300.00	12,850.00
Electricity	-	1,071.00
 <b>DONATIONS &amp; GRANTS</b>	 <b>22,542.07</b>	 <b>2,316.16</b>
Ward Contributions	100.00	-
Charities Trust	500.00	-
Individual	1,055.85	71.69
Give as You Earn	90.26	1,642.32
EasyFund	41.14	58.77
Redmire Station House - Grants	20,696.89	-
Redmire Station House - Donations	57.93	481.00
Other	-	62.38
 <b>ACTIVITIES</b>	 <b>937.50</b>	 <b>5,642.54</b>
Group Events - in year	-	3,906.54
Group Events - refunds	(1,137.50)	-
Group Events - future	2,075.00	1,736.00
 <b>FUND RAISING</b>	 <b>548.17</b>	 <b>2,941.12</b>
Marquee Hire	-	585.00
Xmas	-	1,064.00
Summer Music	-	466.71
Supermarkets	548.17	256.91
Other	-	188.50
Bags4School	-	380.00
 <b>SALE OF CAPITAL EQUIPMENT</b>	 <b>0.00</b>	 <b>0.00</b>
Miscellaneous	-	-
Vehicles	-	-
 <b>TOTAL RECEIPTS FOR THE YEAR</b>	 <b>£34,264.63</b>	 <b>£31,187.83</b>



## 2ND ACOMB (ST. STEPHEN'S) SCOUT GROUP

### PAYMENTS for the Year Ended 31st March 2021

	This Year	Restated Previous Year
<b>PREMISES SCOUT HQ:</b>	<b>3,958.49</b>	<b>4,068.76</b>
Light, Heat & Water	1,229.56	1,089.10
Insurance	1,441.42	1,193.90
Improvements	819.03	1,785.76
Repairs	468.48	-
<b>PROPERTY IMPROVEMENTS &amp; RUNNING COSTS</b>	<b>14,234.45</b>	<b>8,584.78</b>
Redmire Station House - Works	8,431.88	3,693.33
Redmire Station House - Utilities	5,802.57	4,891.45
<b>ACTIVITIES:</b>	<b>320.38</b>	<b>7,531.74</b>
Group Events	320.38	7,531.74
<b>FUND RAISING:</b>	<b>0.00</b>	<b>701.05</b>
Marquee Hire	-	-
Group Evening	-	220.05
Equipment Repair	-	-
Redmire Station House	-	481.00
<b>ADMINISTRATION / SUNDRY EXPENSES:</b>	<b>1,603.11</b>	<b>614.98</b>
Gifts	-	-
Secretarial Expenses	45.88	-
Refreshments	128.23	99.58
Training	-	-
Go Card Cost	461.34	465.15
Bank Charge	-	-
Redmire Station House Miscellaneous	967.66	50.25
<b>PURCHASE OF CAPITAL EQUIPMENT:</b>	<b>0.00</b>	<b>1,485.04</b>
Vehicles	-	-
Other	-	1,580.04
Minibus Mydonate	-	(95.00)
<b>PURCHASE OF BADGES/UNIFORMS:</b>	<b>335.46</b>	<b>53.49</b>
Badges/Uniform	335.46	53.49
<b>TRANSPORT RUNNING COSTS:</b>	<b>2,843.45</b>	<b>5,001.67</b>
Insurance & Road Fund Licences	2,409.49	1,261.70
Fuel	137.46	1,128.83
Repairs & Running Costs	355.00	2,755.64
Minibus use	(58.50)	(144.50)
<b>PRESENTATIONS:</b>	<b>45.85</b>	<b>33.71</b>
Trophies	45.85	33.71
<b>TOTAL PAYMENTS FOR THE YEAR</b>	<b>£23,341.19</b>	<b>£28,075.22</b>



## INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF 2ND ACOMB (ST. STEPHEN'S) SCOUT GROUP

I report on the Accounts of the Group for the year ended 31st March 2021.

### **Respective responsibilities of Trustees and Examiner**

The Group's Trustees are responsible for the preparation of the Accounts and consider that an audit is not required for this year under Section 144 (2) of the Charities Act 2011 (the Act) and that an independent examination is required.

It is my responsibility to:

- 1) Examine the Accounts under Section 145 of the 2011 Act;
- 2) To follow the procedures laid down in the General Directions given by the Charities Commission under Section 145(5)(b) of the 2011 Act;
- 3) 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 by the Charity Commission. An examination includes a review of accounting records kept by the Group and a comparison of the Accounts with those records. It also includes consideration of any unusual items or disclosures in the Financial Statements, and seeking explanations from you as Trustees concerning 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.
  - a) to keep accounting records in accordance with Section 130 of the 2011 Act; and
  - b) to prepare Financial Statements which accord with the accounting records; and
  - c) to 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 Financial Statements to be reached.

Signed            S Mountain

Name:            Mrs S Mountain

Qualification:   CIMA

Address:        19 Riverside Crescent  
                      Huntington  
                      York

Date:             17th January 2022