

# 2nd Rhiwbina Scout Group

## Trustees' Annual Report

For the period year ending December 2022



From (start date) 

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 to end date 

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### Section A Reference and administration details

Group Registration No.

3	1	8	1	4
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Registered Charity No. (if any)

5	2	4	9	5	7
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Principal contact address

Steve Margetts	
10 Lon-y-Mynydd	
Cardiff	
Postcode	CF14 6NZ

Trustee Name	Office (if any)	Dates acted if not for whole year
Steve Margetts	Treasurer	
Martyn Hurley	Group Scout Leader	
Ian Roche	Secretary	
Kate Margetts	Chairperson	

### Section A Reference and administration details (continued)

Advisors	Name	Address
Bankers	LloydsTSB Bank PLC	Victoria Park, Cardiff Branch
Bankers	CAF Bank Plc	25 Kings Hill Avenue, Kings Hill, West Malling, Kent ME19 4JQ
Scrutineer/Independent Examiner	Rebecca Hannaway	50 Rhiwbina Hill, Cardiff, CF14 6UQ

### Section B 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 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 Independent representatives including the Chair, Treasurer and Secretary, together with the Group Scout Leader, Individual section leaders and other interested parties such as parents of children in the group. The committee meets several times throughout the year.

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.

## Section B

## Structure, governance and management (continued)

### 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.

## Section C

## Objectives and activities

The objectives of the Group are as a unit of the Scout Association.

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.

## Section D

## Achievements and performance

### Summary of the main achievements of the Group during the year:

2022 marked the return of many normal scouting activities, including the return of camps and trips for all sections. The effect of this can clearly be seen in the accounts, with large increases in turnover on camps and events when compared to 2021.

Income from membership subscriptions increased slightly from £7,875 in 2021 to £9,075 in 2022. Overall income from fundraising rose from £1,869 in 2021 to £9,483, mainly due to the resumption of the Summer Camps for Scouts and Cubs. Scout Post did not take place in 2022, and the committee fears the long-term prospects for this valuable source of income. However, the group was pleased to secure a grant worth £2,000 from the Welsh Government. Gift aid amounting to £855 was also claimed in 2022 for donations made to the group in 2021.

Utility bills increased to £2,234 in 2022 from £1,121 in 2021, a reflection of increases in gas and

energy bills increased to £5,207 in 2022 from £4,141 in 2021, a reflection of increases in gas and electricity prices worldwide. The committee is looking for ways in which the energy bills can be reduced in future years, such as investing in additional insulation. Spending on repairs and maintenance increased to £5,231 in 2022 compared with £3,427 in 2021, mainly due to the fitting of a new kitchen (£880), upgrading smoke detectors, lights and electrical fittings (£1,869), and replacing the boiler (£2,580). The committee also agreed to donate a total of £1,200 to four 2nd Rhiwbina scouts going to the Jamboree in 2023.

Overall the group realised a loss of £8,648 in the 2021 period, reflecting the increased spending on programme activities, essential maintenance of the hall and increases in utility bills.

The annual census figure for 2023 shows we have 115 young people under the age of 18 in the group.

Finally the committee would like to thank the section leaders and other volunteers for their continuing hard work in delivering a fantastic scouting programme at 2nd Rhiwbina.

## Section F

## Financial Review

### 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 approx 1 years running costs, circa £25,000.

The Group has reserves of approx £25,000, which is above that required for operating expenses. However, the group owns its own property and grounds so a higher level of savings is required to fund building and maintenance projects.

### Investment Policy

The Group's Income and Expenditure is very small and as a consequence does not have sufficient funds to consider 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, 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 its cash flow requirements.

## Section F

## Declaration

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

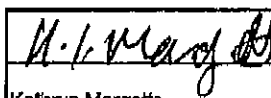
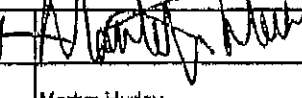
Signed on behalf of the Group's trustees:

Signatures

Names

Position (eg Chair, Sec.)

Date

	
Kathryn Margetts	Martyn Hurley
Chair	Group Scout Leader

10th May 2023

# 2nd Rhiwbina Scout Group

## Receipts and Payments Account

Year start date

Year end date

For the year from	1st January	To	31st December
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### Receipts and payments

	2022 Unrestricted funds £	2021 Unrestricted funds £
<b>Receipts</b>		
<b>Donations, legacies and similar income</b>		
Membership subscriptions	9,075	7,875
Less: Membership subscriptions paid on (National/County/Area/District)	7,001	6,158
Net membership subscriptions retained	2,074	1,717
Donations	19	-
Legacies	-	-
Gift Aid	855	926
Other similar income	-	-
<b>Sub total</b>	<b>2,948</b>	<b>2,643</b>
<b>Grants</b>		
Maintenance grant	-	-
Grants (COVID etc.)	2,000	10,000
<b>Sub total</b>	<b>2,000</b>	<b>10,000</b>
<b>Fundraising (gross)</b>		
Scout post	-	50
Event Fees	438	-
Other fundraising activities	48	33
Camp deposits and fees	8,997	1,786
<b>Sub total</b>	<b>9,483</b>	<b>1,869</b>
<b>Investment income</b>		
Bank interest	83	119
Building Society interest	-	-
The Scout Association Short Term Investment Service	-	-
Property Rent income	3,767	3,690
Other investment income	-	-
<b>Sub total</b>	<b>3,850</b>	<b>3,809</b>
<b>Total Gross Income</b>	<b>18,281</b>	<b>18,321</b>
<b>Asset and investment sales, etc.</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>18,281</b>	<b>18,321</b>

2nd Rhiwbina Scout Group

# Receipts and Payments Account

Year start date

Year end date

For the year from	1st January	To	31st December
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## Receipts and payments

	2022 Unrestricted funds £	2021 Unrestricted funds £
<b>Payments</b>		
<b>Charitable Payments</b>		
Youth programme and activities	9,973	2,614
Adult support and training	-	-
Council tax	161	193
Water and Sewerage	195	123
Electricity and Gas	2,234	1,121
Insurance	2,808	2,715
Repairs and renewals and cleaning	5,231	3,427
Materials and equipment	887	165
Printing and photocopying	-	-
Contribution to camp costs	-	-
Uniforms and badges	614	199
AGM and trustee expenses	-	-
Leaving gifts and similar	156	57
Other costs - Ground Rent	250	250
Other costs- donations and similar	1,200	-
Other costs - bank charges	143	98
<b>Sub total</b>	<b>23,851</b>	<b>10,962</b>
<b>Fundraising expenses</b>		
Scout post	-	-
Events and TV license	1,078	207
Detail	-	-
Other fundraising costs	-	-
<b>Sub total</b>	<b>1,078</b>	<b>207</b>
<b>Total Gross Expenditure</b>	<b>24,929</b>	<b>11,169</b>
<b>Asset and investment purchases, etc.</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>24,929</b>	<b>11,169</b>
<b>Net of receipts/(payments)</b>	<b>- 6,648</b>	<b>7,152</b>

## Statement of assets and liabilities at the end of the year

31st Dec 2022

31st Dec 2021



	Unrestricted funds £	Unrestricted funds £
<b>Cash funds</b>		
Bank current account	48,241	54,889
Bank deposit account	-	-
Long term savings account	19,865	19,865
The Scout Association Short Term Investment Service	-	-
Cash/Floats	-	-
<b>Total cash funds</b>	<b>68,106</b>	<b>74,754</b>
<b>Other monetary assets</b>		
Tax claim	-	-
Debts due from the County/Area/District/Group	-	-
Insurance claim	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>
<b>Investment assets</b>		
Investment property - detail	-	-
Quoted investments	-	-
Other investments - detail	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>
<b>Non monetary assets for charity's own use</b>		
Badge stock	-	-
Shop stock	-	-
Other stock	-	-
Land and buildings	-	-
Motor vehicles	-	-
Scouting equipment, furniture etc	-	-
Other	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>
<b>Liabilities</b>		
Accounts not yet paid	-	125
Expenses incurred but not invoiced	1,021	355
Subscriptions not yet paid	-	-
Loan - detail	-	-
Other liabilities	-	-
<b>Sub total</b>	<b>1,021</b>	<b>480</b>

The above receipts and payments account and statement of assets and liabilities were approved by the Trustees on 10/05/2023 (the date of the Executive Committee meeting that approved the accounts) and signed on their behalf by

Signature

*K. J. Margetts*  
*S. Margetts*

Print Name

Kate Margetts Chair  
Steve Margetts Treasurer



# Independent examiner's report on the accounts

## Section A

## Independent Examiner's Report

Report to the trustees/ members of Charity Name  
2<sup>nd</sup> Rhiwbina Scout Group

On accounts for the year ended 2022 Charity no (if any) 5245957

Set out on pages 1 and 2  
(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 (other than that disclosed below \*)

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

669562656. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

\* Please delete the words in the brackets if they do not apply.

Signed:  Date: 9 May 2023

Name: Rebecca Hannaway

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

Address: 50 Rhiwbina Hill  
Cardiff, CF14 6UQ

## 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.**

Nothing further