# BROADSTONE SCOUT GROUP

# ANNUAL REPORT AND ACCOUNTS

# 31 MARCH 2020

# Broadstone Scout Group

Registered charity number 267693

The Trustees present their annual report for the year ended 31 March 2020

The Trustees of the charity are as follows

| Name | Office |
|---|---|
| Adrian Kyte | Chair |
| Andrew Williams | Vice Chair |
| Gill McDonald | Group Scout Leader |
| Alison Bowden | Assistant Group Scout Leader |
| Simon Lawford | Assistant Group Scout Leader |
| Sue Rice | Treasurer |
| Andrew Walker | Assistant Treasurer (resigned 19.9.19) |
| Louise Vincent | Secretary |
| Ken Pearce | Committee Member |
| Sue Cracknell | Committee Member |
| Lisa Friberg | Committee Member |
| Graham Davies | Committee Member |
| Jon Bowrey | Committee member (resigned 14.2.20) |
| Sarah Carter | Committee member |

**Structure, Governance and management**

The principal address of the charity is Scout HQ, Dunyeats Road, Broadstone.

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.

The Group is a trust established under its rules that 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 that is managed by the Group Executive Committee, the members of which are the 'Charity Trustees' of the Scout Group.

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 Leaders, individual section leaders and parents' representation and meets every 3 months.

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.

**Objectives and aims**

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.

**Achievements and performance**

The Group continued to provide successful Scouting activities.

**Financial review**

Total receipts amounted to £48,953 (2019 £58,010) against which expenditure of £37,005 (2019 £49,758) was incurred, resulting in a net surplus of £11,948 (2019 net surplus of £8,252).

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 12 months cost of central fixed costs.

Investment policy

Given the UK's current financial uncertainty following the EU referendum result, the Group has adopted a risk averse strategy to the investment of its funds. All funds are held in cash using only mainstream banks or short-term investments funds administered by the Scout Association amounting to £4,808 (2019 £4,792).

Signed on behalf of the Charity Trustees

A. Kyte
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Adrian Kyte. Chairman 2nd November 2020

# Broadstone Scout Group
# Receipts and Payments Account

| For the year from | 01-Apr-19 | To | 31-Mar-20 |
|---|---|---|---|

## Receipts and payments

| | 2019/20 Unrestricted funds £ | 2018/19 Unrestricted funds £ |
|---|---|---|
| **Receipts** | | |
| **Donations, legacies and similar income** | | |
| Membership subscriptions | 30,908 | 28,039 |
| Less: Membership subscriptions paid on (National/County/Area/District) | (8,377) | (7,733) |
| Net membership subscriptions retained | 22,531 | 20,306 |
| Donations | 768 | 2,480 |
| Camps | 13,994 | 11,611 |
| Other activities | 4,585 | 10,828 |
| Gift Aid | - | 5,155 |
| Other similar income | 137 | 1,183 |
| **Sub total** | 42,014 | 51,564 |
| **Grants** | | |
| Maintenance grant | - | - |
| Other grants | - | - |
| **Sub total** | - | - |
| **Fundraising (gross)** | | |
| Other fundraising activities | 3,282 | 2,503 |
| Detail 2 | - | - |
| Detail 3 | - | - |
| Other fundraising activities | - | - |
| **Sub total** | 3,282 | 2,503 |
| **Investment income** | | |
| Bank interest | - | - |
| Building Society interest | - | - |
| The Scout Association Short Term Investment Service | 17 | 28 |
| Property Rent income | 3,640 | 3,915 |
| Other investment income | - | - |
| **Sub total** | 3,657 | 3,943 |
| ***Total Gross Income*** | 48,953 | 58,010 |
| **Asset and investment sales, etc.** | - | - |
| ***Total receipts*** | 48,953 | 58,010 |

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# Broadstone Scout Group
## Receipts and Payments Account

| For the year from | 01-Apr-19 | To | 31-Mar-20 |
|---|---|---|---|

## Receipts and payments

| | 2019/20 Unrestricted funds £ | 2018/19 Unrestricted funds £ |
|---|---|---|
| **Payments** | | |
| **Charitable Payments** | | |
| Youth programme and activities | 9,133 | 14,779 |
| Adults upport and training | 319 | 352 |
| Rent | 435 | 435 |
| Water and Sewerage | 308 | 363 |
| Electricity and Gas | 2,037 | 1,677 |
| Insurance | 2,925 | 2,817 |
| Repairs and Renewals | 1,227 | 1,476 |
| Materials and equipment | - | - |
| Printing and photocopying | 496 | 601 |
| Contribution to camp costs | 13,170 | 14,040 |
| Uniforms and badges | 2,228 | 2,559 |
| AGM and trustee expenses | - | - |
| Cleaning | 2,085 | 1,940 |
| Sundry | 1,779 | 3,996 |
| Telephone | 575 | 620 |
| **Sub total** | 36,717 | 45,657 |
| **Fundraising expenses** | | |
| Other fundraising costs | 95 | 150 |
| Detail 2 | - | - |
| Detail 3 | - | - |
| Other fundraising costs | - | - |
| **Sub total** | 95 | 150 |
| ***Total Gross Expenditure*** | 36,812 | 45,807 |
| **Asset and investment purchases, etc.** | 193 | 3,951 |
| ***Total payments*** | 37,005 | 49,758 |
| ***Net of receipts/(payments)*** | 11,948 | 8,252 |
| **Cash funds last year end** | 39,369 | 31,117 |
| ***Cash funds this year end*** | 51,317 | 39,369 |

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

| | 31st March 2020 Unrestricted funds £ | 31st March 2019 Unrestricted funds £ |
|---|---|---|
| **Cash funds** | | |
| Bank current account | 45,730 | 33,550 |
| Bank deposit account | 388 | 387 |
| Building society account | - | - |
| The Scout Association Short Term Investment Service | 4,808 | 4,792 |
| Cash/Floats | 390 | 640 |
| **Total cash funds** | 51,317 | 39,369 |
| **Other monetary assets** | | |
| Tax claim | - | - |
| Debts due from the County/Area/District/Group | - | - |
| Insurance claim | - | - |
| **Sub total** | - | - |
| **Investment assets** | | |
| Investment property - detail | - | - |
| Quoted investments | - | - |
| Other investments - detail | - | - |
| **Sub total** | - | - |
| **Non monetary assets for charity's own use** | | |
| Badge stock | - | - |
| Shop stock | - | - |
| Other stock | - | - |
| Land and buildings | - | - |
| Motor vehicles | - | - |
| Scouting equipment, furniture etc | - | - |
| Other | - | - |
| **Sub total** | - | - |
| **Liabilities** | | |
| Accounts not yet paid | - | - |
| Expenses incurred but not invoiced | - | - |
| Subscriptions not yet paid | - | - |
| Loan - detail | - | - |
| Other liabilities | - | - |
| **Sub total** | - | - |

**Contingent liabilities and future obligations**

**The above receipts and payments account and statement of assets and liabilities were approved by the Trustees on 2 November 2020 and signed on their behalf by:**

| Signature | Print Name | |
|---|---|---|
| A. Kyte | Adrian Kyte | Chair |
| S Rice | Sue Rice | Treasurer |

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