



19TH DURHAM ANNUAL REPORT

2016-2017

19th Durham (Neville's Cross) Scout Group

Trustees' Annual Report For the year from 1 April 2016 to 31 March 2017

Reference and administration details

Registered charity number: 516680

Charity's principal address: 6 Arundel Way, Meadowfield, Durham, DH7 8UT

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) |
|-----------------|--------------------|-----------------------------------|---|
| William Greeves | Chairman | | 19 th Durham Scouts |
| David O'Connell | Group Scout Leader | | 19 th Durham Scouts |

Structure, governance and management

Type of governing document

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

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. <https://members.scouts.org.uk/supportresources/71>

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 3 independent representatives, Chair, Treasurer and Secretary together with the Group Scout Leaders, individual section leaders (if opted to take on the responsibility) and parent's 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.

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 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.

In planning activities for the year the Trustees kept in mind the Charity Commission guidance on public benefit. Some of the activities undertaken in the year were:

- Scout camps
- Internal activities and games
- Hiking
- Caving
- Climbing
- Water activities
- Sports
- Shooting/archery
- Other activities defined within POR

Achievements and performance

General

The Group maintained a solid core of leaders throughout the year with some Young Leaders due to take a full role next year. 2 Explorer Scouts stepped up as Young Leaders in the year.

A full program of activities was undertaken in the year with high participation in scout camps alongside regular group meetings.

Attendance

Scout numbers across all sections are at maximum with waiting lists across the board.

Financial

Reserves maintained and accounts in good order. No training or hardship fund used.

Financial review

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 running costs, circa £25,000.

There were no funds in deficit in the year.

The Group's Income and Expenditure is very small and as a consequence 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.

Funds set aside:


Capitation £4500.00


Hardship £1500.00

Training £1500.00

The trustees declare that they have approved the trustees' report as set out on pages 1 to 3 along with the receipts and payments accounts on page 4.

Signed on behalf of the charity's trustees

Signature: 
Full Name: DAVID O'CONNELL
Position: GSL
Date: 4/12/17

Signature: 
Full Name: WILLIAM H. GREAVES
Position: CHAIRMAN
Date: 4/12/17

19TH DURHAM (NEVILLE'S CROSS) SCOUT GROUP

RECEIPTS AND PAYMENTS ACCOUNT

1st April 2016 - 31st March 2017

| | |
|---------------------|------------------|
| Balances B/f | 1st April 2016 |
| Current Account | 2,030.27 |
| Deposit Account | <u>25,492.41</u> |
| | 27,522.68 |

| | |
|----------------------|------------------|
| Income | |
| Termly Subscriptions | 14,100.00 |
| Hall Hire | 2,246.00 |
| Camp fees | 16,029.17 |
| Donations | 5,096.00 |
| Events | 3,405.00 |
| Gift Aid Received | 4,381.89 |
| Bank Interest | 7.27 |
| Fundraising | 1,042.70 |
| Utilities | 236.02 |
| Misc. | 533.08 |
| Income | <u>47,077.13</u> |

| | |
|-------------------------|------------------|
| Expenditure | |
| Utilities | 1,128.60 |
| Activities | 2,220.05 |
| Camps | 14,472.01 |
| Training | 800.00 |
| Equipment | 708.23 |
| Admin, IT & Misc. | 1,481.82 |
| Badges/uniform | 819.70 |
| Hut expenses/Capitation | 15,333.43 |
| GoCardless Charges | 879.90 |
| Expenditure | <u>37,843.74</u> |

Balances carried forward

| | |
|-----------------|------------------|
| Current Account | 21,598.50 |
| Deposit Account | <u>15,157.57</u> |
| | 36,756.07 |

Total Income 74,599.81

Total Expenditure 74,599.81

| | |
|---|------------------|
| Allocation of Balances | 36,756.07 |
| Reserves & Working capital (incl Hut maint) | 6,672.87 |
| Training fund | 1,500.00 |
| Hardship Fund | 1,500.00 |
| Unallocated Funds | 27,083.20 |
| | <u>36,756.07</u> |

**Independent Examiner's Report to the Trustees of
19th Durham (Neville's Cross) Scout Group, Registered Charity number 516680**
I report to the trustees on my examination of the accounts of the 19th Durham (Neville's Cross) Scout Group (the Group) for the year ended 31 March 2017 as set out on pages 1 to 4.

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
1. 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:

4/12/2017

Name: Celia Yeates

Qualification: The Institute of Chartered Accountants of Scotland (CA)

Address: 25 Witton Grove
Durham
DH1 5AB