

Trustees' Annual Report

For the period

From (start date)

0	1	0	4	1	9
---	---	---	---	---	---

 to end date

3	1	0	3	2	0
---	---	---	---	---	---

Section A

Reference and administration details

Charity name

3rd Newbury Scout Group

Other names the charity is known by

Registered charity number (if any)

1	0		9	1	1	9	3
---	---	--	---	---	---	---	---

HQ registration number

1	0		0	1	1	3	3	9
---	---	--	---	---	---	---	---	---

Charity's principal address

Scout Hut									
Poplar Place, Shaw									
Newbury									
Postcode					R	G	1	4	1 N A

Names of the charity trustees who manage the charity

(These will be published in the annual report of the charity and the Charity Register if reporting for a Registered Charity with a charity regulator)

	Trustee Name	Office (if any)	Dates acted if not for whole year
1	Ian Osmond	Chairman	01.04.19 - 08.06.19
2	Adam Osmond	Chairman	09.06.19 - 31.03.20
3	Laura laschi	Secretary	
4	Jan Large	Treasurer	
5	David Elliott	GSL	
6	Tom Seward	ASGL	
7	Paul Elliott	Scout Leader Chandos	
8	Ian Osmond	Scout Leader Chandos	09.06.19 - 31.03.20
9	Adam Elliott	Scout Leader Dolman	
10	Nicholas Pass	Scout Leader Dolman	
11	Mark Batehup	Cub Leader Chandos	
12	Jason Cutts	Cub Leader Dolman	
13	Michelle Elliott	Beaver Leader Chandos	
14	Amanda Batehup	Beaver Leader Dolman	
15			
16			
17			
18			

Names and addresses of advisers (optional information but encouraged as best practice)

(These will be published in the annual report of the charity)

Type of advisor	Name	Address
Bank	Barclays	Parkway, Newbury
Solicitors	Stuart Durrant	Gardner Leader, Market Place, Newbury
Independent Examiner	Marjorie Herring	Banks & Co, 1 Carnegie Rd, Newbury

Section B**Structure, governance and management**

Description of the charity's trusts

Type of governing document

(e.g. trust deed, constitution)

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.

How the charity is constituted

(e.g. trust, association, company)

The Group is a trust established under its rules which are common to all Scouts.

Trustee selection methods

(e.g. 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 but encouraged as best practice)

You may choose to include additional information, where relevant, about:

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.

Policies and procedures adopted for:

- a) the induction and training of trustees;
- b) trustee' consideration of major risks and the systems and procedures to manage them

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 2 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. It is possible that a lockdown due to the Coronavirus restrictions could result in our subscriptions being reduced. We also have the risk of losing our deposit for Scout Summer Camp should we decide to cancel. We have reserves in hand to mitigate these and are continuing to monitor the situation carefully. We are mindful of our responsibilities to the Scout Association and to our members: their health and wellbeing. Into the future the Committee could decide to raise subscriptions to increase the income to the group on an ongoing basis, either temporarily or permanently.

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. Reduction or loss of members. The Group provides activities for all young people aged 6 onwards. 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.

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
Summary of the objects of the charity set out in its governing document	<p>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.</p> <p>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.</p> <p>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.</p>
Summary of the main activities in relation to these objects	<p>3rd Newbury Scout Group offers a diverse and exciting programme, we are very much part of our local community. We gave Xmas hampers to our emergency services, played board games at local care home, tidied up communal gardens and planted bulbs in the park. Helped with bag packing for the "over 80's ". Plus another full turn out for Remembrance Day. We joined in with District for Art Competitions and Spy fun. We learned about recycling, science, pottery painting, owls and falcons. We came together as a whole group for an Activity Day at Youlbury and Bowling at Xmas. The scouts enjoyed a fun packed summer camp with a difference at Docklands,</p>
Additional details of the objectives and activities (optional information but encouraged as best practice)	
<p>You may choose to include further statements, where relevant, about:</p> <ul style="list-style-type: none"> • policy on grantmaking; • contribution made by volunteers; • policy on investments. 	<p>support from our volunteers, the leaders work together sharing ideas and giving support to each other. A lot of hard work and commitment has been given by our leaders, their assistants and our young leaders. Young people are at the heart of everything we do and we are very proud of our members. We are also very fortunate to have a hard working and dedicated team of fundraisers who continue to support the group. We do not have sufficient funds to invest, and have decided to continue to use our local bank for community and premium accounts.</p>
Public benefit statement	<p>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.</p>

Section D**Achievements and performance**

Summary of the main achievements of

Gold, 12 Silver and 5 Bronze, Chief Scout Awards. 3rd Newbury Scout Group are very much a part of the local community. We engage with our emergency services, with visits from the police and to the local fire station. We are a regular part of the local fete and enjoy going to our local care homes: playing games, carol singing and gardening. We are planning a family camp in the New Forest. All sections make good use of Angel's Corner. Our leaders also continue to earn badges and awards.

Section E**Financial Review**

Brief statement of the charity's 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 mths running costs, circa £6K. There is also £6872.40 in the community account to pay capitation charge to District by 9th of April 2020. However we are also holding further reserves of £9K against losses resulting from the Coronavirus e.g. loss of subs and/or deposit due to cancellation of camp ref COVID-19

The Group holds reserves of approx £22K. This is within our guidelines for operating expenses, capitation charges and possible losses or reduced income due to Coronavirus issues.

The group hold stock of circa £2K for badges

Quantify and explain any designations

Our new den is being written down over 75 years and is currently showing on our books at £201185.

Details of any funds materially in deficit (circumstances plus steps to eliminate)

None to our knowledge

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);

Funding

Our principle source of funding is our member's subscriptions. However, 3rd Newbury Scout Group are very lucky with our small but hardworking team of fundraisers. We have established a good relationship with a local Sports Group: Team Kennet and support their local Duathalons and Triathalons. Our local fete at Speen is another annual fundraiser plus our links with Shaw House enables us to raise funds at their fetes and fayres. We also held ad hoc fund raising activities e.g. Bag Packing,

- how expenditure has supported the key objectives of the charity;

Having our new den and a long lease has enabled us to continue with the growth of the group. Our numbers have continued to rise and we run 6 sections with waiting lists. We have invested over £8K on our outside space, making it a usable part of our members activities. We have also spent £2K on re painting the inside of the den, with exterior paintwork planned as weather permits. We continue to invest in equipment for all sections.

- investment policy and objectives;

Investment Policy

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.

Section F

Other Optional Information

Plans for future periods (details of any significant activities planned to achieve them)

Our immediate plans for the den have now been completed. The outside space has been cleared and made safe, we will now customise the space for our group. The painting of the outside of the den has been booked and will be completed this year hopefully. We are also hoping to soundproof/insulate the den

The advance of the Coronavirus presents many challenges and 3rd Newbury Scout Group is consolidating it's position in these difficult times. We are supporting our members and the local community until such time as we can re open .

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)

Jan Large	David Elliott
-----------	---------------

Position (eg Secretary, Chair)

Treasurer	GSL
-----------	-----

Date

2	4	0	7	2	0
---	---	---	---	---	---

3rd Newbury Scout Group Receipts and Payments Account

Year start date

Year end date

For the year from	01.04.19	To	31.03.2020
-------------------	----------	----	------------

Receipts and payments

	2019/20			2018/19
	Unrestricted funds £	Restricted funds £	Endowment funds £	Total funds £
Receipts				
Donations, legacies and similar income				
Membership subscriptions	13,444	-	-	13,444
Less: Membership subscriptions paid on (National/County/Area/District)	- 6,783	-	-	- 6,783
Net membership subscriptions retained	6,661	-	-	6,661
Donations	2,050	1,150	-	3,200
Legacies	-	-	-	-
Gift Aid	2,976	-	-	2,976
Trailer use/ Electricity refund	52	-	-	52
Sub total	11,739	1,150	-	12,889
Grants				
Maintenence grant	-	-	-	-
WBC Rates discretionary grant	156	-	-	156
Sub total	156	-	-	156
Fundraising (gross)				
Activities	4,634	-	-	4,634
Camps	15,919	-	-	15,919
Uniform, Badges, Section Income	819	-	-	819
Other fundraising activities	4,968	-	-	4,968
Sub total	26,340	-	-	26,340
Investment income				
Bank interest	18	-	-	18
Building Society interest	-	-	-	-
The Scout Association Short Term Investment Service	-	-	-	-
Property Rent income	-	-	-	-
Other investment income	-	-	-	-
Sub total	18	-	-	18
Total Gross Income	38,253	1,150	-	39,403
Asset and investment sales, etc.	-	-	-	-
Total receipts	38,253	1,150	-	39,403

3rd Newbury Scout Group Receipts and Payments Account

Year start date

Year end date

For the year from	01.04.19	To	31.03.2020
-------------------	----------	----	------------

Receipts and payments

	2019/20			2018/19
	Unrestricted funds £	Restricted funds £	Endowment funds £	Total funds £
Payments				
Charitable Payments				
Youth programme and activities inc Beaver, Cub and Scout Activities	899	-	-	1,164
Adult support and training	-	-	-	6
Rent and Rates	409	-	-	156
Water and Sewerage	94	-	-	183
Electricity	1,030	-	-	752
Insurance	1,917	-	-	1,863
Repairs and Renewals	9,733	2,000	-	769
Materials and equipment	46	-	-	740
Printing, photocopying stationery and website	111	-	-	456
Contribution to camp costs	-	-	-	480
Uniforms and badges	2,016	-	-	1,777
AGM and trustee expenses	164	-	-	27
Other costs: Cleaning	406	-	-	506
Other costs detail 2	-	-	-	-
Other costs: Donations	100	-	-	-
Sub total	16,925	2,000	-	18,925
Fundraising expenses				
Activities	4,313	-	-	2,208
Camps	17,193	-	-	10,106
Detail 3	-	-	-	-
Other fundraising costs	758	-	-	1,187
Sub total	22,264	-	-	13,501
Total Gross Expenditure	39,189	2,000	-	41,189
Asset and investment purchases, etc.	-	-	-	-
Total payments	39,189	2,000	-	41,189
Net of receipts/(payments)	- 936	- 850	-	1,786
Transfers between funds	-	-	-	-
Cash funds last year end	23,471	1,000	-	24,471
Cash funds this year end	22,535	150	-	24,471

Statement of assets and liabilities at the end of the year

	31st March 2020			31.03.2019	
	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Total funds
	£	£	£	£	£
Cash funds					
Bank current account	14,193	-	-	14,193	15,982
Bank Premium deposit account	8,342	150	-	8,492	8,489
Building society account	-	-	-	-	-
The Scout Association Short Term Investment Service	-	-	-	-	-
Cash/Floats	-	-	-	-	-
Total cash funds	22,535	150	-	22,685	24,471
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	1,859	-	-	1,859	1,042
Shop stock	-	-	-	-	-
Other stock	-	-	-	-	-
Land and buildings	201,185	-	-	201,185	203,980
Motor vehicles	-	-	-	-	-
Scouting equipment, furniture etc	968	-	-	968	1,314
Other trailer	-	-	-	-	600
Sub total	204,012	-	-	204,012	206,936
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 24th JULY 2020 (the date of the Executive Committee meeting that approved the accounts) and signed on their behalf

Signature	Print Name	
	David Elliott	Group Scout Leader
	Jan Large	Treasurer

Independent Examiner's Report to the Trustees of the

3RD NEWBURY

SCOUT GROUP/DISTRICT/COUNTY/AREA SCOUT COUNCIL

I report on the accounts of the Group/District/County/Area for the year ended 31 MARCH 2020 which comprise the Statement of Financial Activities, the Balance Sheet and related notes set out on pages.....

This report is made solely to the trustees in accordance with Section 145 of the Charities Act 2011. My work has been undertaken so that I might state to the charity's trustees those matters I am required to state to them in an Independent Examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the charity and the charity's trustees for my examination work.

Respective responsibilities of Trustees and Examiner

The Group's/District's trustees are responsible for the preparation of the accounts. They 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 Commissioners (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 report

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the Group/District 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 you as 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
2. 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

Name: MRS MARJORIE HERRING

Qualification: FMAAT

Address: JALABANDA, NEW ROAD

GREENHAM, NEWBURY BRUSHIRE RG14 7RY

Date: 18 JUNE 2020