

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

16th St Albans Scout Group

Other names the charity is known by

Registered charity number (if any)

3 0 2 5 7 5

HQ registration number

3 0 5 0 2

Charity's principal address

59 Firwod Avenue

St Albans

Herts

Postcode

A L 4 0 T D

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	Nigel Welford	Group Scout Leader	
2	Alex Nikitiits		
3	Stephen Clarke		
4	Alison Dundjerovic	Treasurer	
5	Bridget Tinson	Chair	
6			
7			
8			
9			
10			
11			
12			
13			
14			
15			

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

Section B Structure, governance and management

Description of the charity's trusts

Type of governing document

(e.g. trust deed, constitution)

The Group's 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:	<p>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.</p> <p>The Committee consists of 3 independent representatives, Chair, Treasurer and Secretary together with the Group Scout Leader, individual section leaders (if opted to take on the responsibility) and parent's representation and meets every 4 months.</p> <p>Members of the Executive Committee complete '<i>Essential Information for Executive Committee</i>' training within the first 5 months of joining the committee.</p> <p>This Group Executive Committee exists to support the Group Scout Leader in meeting the responsibilities of the appointments and is responsible for:</p> <ul style="list-style-type: none"> 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.
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	

Section B	Structure, governance and management (continued)
	<p>Risk and Internal Control</p> <p>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:</p> <p>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.</p> <p>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.</p>

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. The Committee could raise the value of 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 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.

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 a 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	The 16th St Albans Scouts Group engage in a diverse range of activities that are consistent with the Values of Scouting. Details of these activities are provided in section D of this

report.

Additional details of the objectives and activities (optional information but encouraged as best practice)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- contribution made by volunteers;
- policy on investments.

n/a

Public benefit statement

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.

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

Beavers

It's been an interesting year for our beaver scouts with many new skills learned, both physically and virtually. The colony enjoyed it's annual trip to Phasels Wood in September taking part in horizontal climbing on the 360 degree traverse wall. The end of the year brought in community projects with the section taking part in The Crisp Packet Project, a project that makes bivi-bags for homeless people, as well as aligning with HILS Kingfisher Club that provides activities for people with dementia, making gifts for members of their group and reading to support 'The book bus' a charity that sets up mobile libraries in Africa. Trips included the Hemel snow centre, St Albans Abbey, bowling and a visit to the fire station.

March saw a change to scouting as Coronavirus redirected us to working on badges at home. The beaver scouts have demonstrated fantastic caring skills as they have been engaged in clapping for carers and creating artwork for those who are shielding.

The beaver scouts have averaged around 8 badges each across the year that include Personal, Teamwork, Emergency Aid, International, Faith, Snow sports, Cook, Book reader, and Cyclist. We also awarded four Chief Scout bronze award.

Cubs

Cubs have continued to engage in a full programme of fun and challenging activities whilst earning badges towards their Silver Chief Scout Awards. Currently we 55 Cubs and 13 leaders over the two packs.

The highlight of our Autumn Term was our indoor camp at Phasels Wood which included high ropes, climbing, abseiling, archery, shooting and human hungry hippos. We also made our annual trip to Quasar Elite and enjoyed a fascinating trip to Hatfield Road Mosque and an adventurous chippy hike from Sandridge. Spring Term highlights included the District Swimming Gala, the St Albans Gang Show and cooking three course meals in leaders' homes.

Virtual Scouting started as soon as physical Scouting became impossible and Cubs have embraced it wholeheartedly. Our first ever virtual camp was a great success and, with the help of new friends made through the Virtual Scout Group, we followed it up with a Discover Australia Day. Cubs have enjoyed using Kahoot and have uploaded evidence of their activities via Programmes at Home on Online Scout Manager. We have certainly learned to think out of the box more and to connect with the wider Scout community during lockdown.

Scouts

During the Autumn term we entered 3 teams to the county Green Beret competition in November, joined the St Albans Sleepout in December raising over £1000 for Herts Young Homeless and 2020 started with Wintercamp in early January. We were made very welcome by the Warhammer shop who hosted two sessions for Scouts introducing them to the world of fantasy wargaming and model making and had great fun making glass coasters at a session in February.

We lost a long standing Assistant Scout Leader who stepped down after 7 years in the role and we were very pleased that one of our Assistant Scout Leaders from cubs stepped up to replace her.

Scouting took a very different turn towards the end of the year following the abrupt stop to face to face Scouting on 17th March due to Coronavirus. Since lockdown Scouts has moved online and we continue to meet via Zoom

Section E	Financial Review
Brief statement of the charity's policy on 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 months running costs, circa £4,500.
Quantify and explain any designations	n/a
Details of any funds materially in deficit (circumstances plus steps to eliminate)	n/a

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);

Investment Policy

The Group's Income and Expenditure is very small and as a consequence 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 or The Scout Association's Short Term Investment Service.

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

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.

- investment policy and objectives;

Section F

Other Optional Information

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

n/a


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)

Bridget Jane Tinson

Position (eg Secretary, Chair)

Chair

Date

1 3 0 7 2 0

16th St. ALBANS SCOUT GROUP
Charity Registration 302575, Registration number 30502

Receipts & Payments Account Summary

	2019/20	2018/19
	£	£
Total receipts for the year	30109	33663
Total payments for the year	-29463	-30487
Net receipts for the year	646	3176
Cash Banked and similar funds brought forward	14477	11301
Cash Banked and similar funds carried forward	15123	14477

The above account and accompanying statement of assets and liabilities were approved by the Trustees on 26/06/2020

..... and signed on their behalf by

Nigel Welford - GSL



Alison Dundjerovic



Alison Dundjerovic - Treasurer

Statement of Assets & Liabilities

	2019/20	2017/18
	£	£
MONETARY ASSETS		
Bank Current Accounts(s)	10117	12657
Bank Deposit Accounts(s)	5006	1820
Cash in hand	0	0
	15123	14477
OTHER MONETARY ASSETS		
Tax repayment for prior years to be claimed from Inland revenue	0	0
Debts due to group	0	0
	0	0
	0	0
Liabilities Those due within one year		
Accounts not yet paid	0	0
Expenses incurred not yet invoiced	0	0
Subscriptions not yet paid	0	0
	0	0
Liabilities Those due after one year		
Loan (with details)	0	0
Hire Purchase owing	0	0
Leasing payments outstanding	0	0
Other long term liabilities	0	0
	0	0

16th St. ALBANS SCOUT GROUP

Receipts

	2019/20	2018/19
	£	£
MEMBERSHIP SUBSCRIPTIONS	14956	15565
Less: Paid to District	-6390	-6556
	8566	9009
INVESTMENT INCOME RECEIVED		
Bank Interest	8	4
Property Rents	7780	8860
	7788	8864
DONATIONS/GRANTS	1174	375
	1174	375
ACTIVITIES		
Camps	11274	10638
Other	0	0
	11274	10638
OTHER INCOME		
Contribution re Refurbishment	0	0
Gift Aid Recovered	1307	4777
Sundry Receipts	0	0
	1307	4777
TOTAL RECEIPTS FOR THE YEAR	30109	33663

Expenses

PREMISES		
Ground Rent	500	25
Rates	0	250
Light, Heat & Water	4901	4644
Cleaning	1447	777
Hut Insurance	3472	3345
Repairs & Renewals	773	3232
	11093	12273
DONATIONS/GRANTS	0	0
	0	0
ACTIVITIES		
Insurance for parent helpers	0	0
Camps and trips	11164	12404
General activities	2768	0
	13932	12404
FUND RAISING EXPENSES	0	0
ADMIN/ESTABLISHMENT EXPENSES		
General expenses	945	2863
Purchase of Badges & Scouting Material	1526	2171
Interest paid & bank charges	767	776
	3238	5810
PURCHASE OF CAPITAL EQUIPMENT		
Camping & Kitchen Equipment	1200	0
	1200	0
TOTAL PAYMENTS FOR THE YEAR	29463	30487

Independent examiner's report to the trustees of the

16th St. Albans

SCOUT GROUP

31st March 2020

I report on the accounts of the Group/District for the year ended.....

Responsibilities and basis of the report

As the charity trustees of the 16th St Albans Scout Group you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the 16th St Albans Scout Group accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145 (b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the 16th St Albans Scout Group as required by section 130 of the Act; or
2. the accounts do not accord with those records.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Signed.....

Name.....

Address.....

Date.....

B Gray

BARNEY GRAY

6 VALERIE CLOSE, ST ALBANS

AL1 5JD

25.6.20