

2nd Malvern Scout Group Annual Report for FY 19-20

DRAFT 0.1

Charity No: 1044413

Author: Michael Wood - Executive Committee Chair.

Introduction

This report covers the period 1st April 2019 to 31st March 2020. It provides an overview of the health of the Group with the intention of meeting the reporting requirements of the Charity Commission. The independently audited accounts are provided as an annex.

FY19-20 has been an extraordinary year. For the first 9 months it was pretty much “business as usual”. By the end of the year we were in the uncharted and unprecedented state of a Covid-19 lock-down, with a ban on all face-to-face Scouting activities from 17th March 2020.

In previous years the reporting requirements have been met by submission of the reports from the Group AGM. The Group usually holds its AGM in July or September but this year it was not possible to hold a face-to-face AGM because of lock-down restrictions. However, communication with and feedback from parents has been maintained and extended via on-line meetings, emails and Facebook posts by the Beaver, Cub and Scout sections and the Group Executive has continued to meet and communicate with parents via on-line meetings and emails. An on-line AGM was therefore not held as it was felt that all necessary communication and feedback with parents and the next level Scout District Executive Committee was covered.

Finance

The audited accounts for the period 1st April 2019 to 31st March 2020 are attached to this report.

Our annual fund raising event at the RHS Malvern Spring Show raised £745.

The Group’s principal sources of income are member subscriptions and a 50/50 sharing of hall running costs from Malvern Mencap Society (MMS) of approximately £900 per month. Income from MMS is expected to continue through lock-down as they are providing an “out-reach” service for their clients from the scout hall. Following guidance from the Scout Association, parents have been asked to continue making monthly subscription payments, through lock-down, as these principally cover annualised costs.

Income from hall hire eg children’s parties, Cook Stars after school club and the boxing fitness club ceased on 17th March 2020, which amounts to a loss of income of approximately £200 per month. In addition it is anticipated that income from fund raising will fall by approximately £800 in FY 20-21.

As an initial step the Group Executive decided to suspend all planned expenditure on new equipment and have emphasised to parents that the Group will suspend their subscription payments if Covid-19 restrictions are causing them financial difficulties.

At 31st March 2020 the Group finances are healthy and in a robust position to cope with the uncertainties in the year ahead arising from Covid-19. The Group finances will be closely monitored during the Covid-19 lock-down and appropriate action taken, where possible, to maintain the financial viability of the Group.

Section Reports

FY 19-20 has largely been unaffected by Covid-19. The Group's five sections, ie, one Beaver Colony, two Cub Packs and 2 Scout Troops, are well supported by young people and adult leaders and helpers. 2nd Malvern Scout Group remains the largest Group in the Malvern Hills District, with membership standing at 96 young people and 23 adults and a manageable waiting list. All sections have carried out a varied programme of activities which has been well received by the young people. The Group attended the Shirejam event organised by the Hereford and Worcester County team, where over 2000 young people came together over a weekend in July 2019 for an extensive and exciting programme of activities.

The introduction of a second Cub pack has significantly improved the Group waiting lists.

Overall the section leadership teams are stable but with little headroom in the event of loss of leaders. The search for new adult helpers is a regular activity – as for most Scout Groups.

Group Executive Committee

The Group has an effective and conscientious Executive Committee, with all major roles filled. We continue to seek more parent representatives.

Marilyn Wood has agreed to remain as interim GSL, until a replacement can be found.

Michael Wood has agreed to continue as Executive Committee chair until a replacement can be found. Peter Reeve has indicated that he is prepared to take over as chair from January 2021.

Shaylene Kitchener will continue as Group treasurer.

Fiona Green has taken over as Group secretary.

Ben Johnson is Scott scout troop representative.

Andrew Mitchell is Shackleton scout troop representative.

Graham Smith is Drake cub pack representative

Ryan Heath is Raleigh cub pack representative

Rachel Smith is Beaver colony representative.

Dianne Haigney is a parent representative.

Prepared by Michael Wood – 2nd Malvern Executive Committee chair

1st December 2020.

Annex 1 – Audited accounts for FY19-20

2nd MALVERN SCOUT GROUP

Registered Charity no. 1044413

Receipts and Payments Account

Year ended 31 March 2020

	General	Designated	2020	2019
	Fund	Equipment	Total	Total
	£	£	£	£
Receipts - Income				
Subscriptions Non Gift-Aid	13,538.00	0.00	13,538.00	3,946.00
Subscriptions with Gift-Aid	0.00	0.00	0.00	8,562.00
Hall Hire	2,245.50	0.00	2,245.50	2,842.24
Pathway service charge	10,800.00	0.00	10,800.00	11,220.00
Sub Total	26,583.50	0.00	26,583.50	26,570.24
Interest Received	30.19	0.00	30.19	18.80
Gift Aid	5,342.71	0.00	5,342.71	3,540.57
Donations	712.15	0.00	712.15	0.00
Fund Raising	943.50	0.00	943.50	1,384.00
Camp Fees	16,316.62	0.00	16,316.62	19,100.58
Sub Total	23,345.17	0.00	23,345.17	24,043.95
Total	49,928.67	0.00	49,928.67	50,614.19
Outgoings - Pathway				
Rent to MHDC	250.00	0.00	250.00	250.00
Insurance	3,109.09	0.00	3,109.09	3,021.17
Water	778.79	0.00	778.79	368.71
Electricity	2,863.78	0.00	2,863.78	2,986.63
Gas	2,977.93	0.00	2,977.93	1,840.75
Telephone and Broadband	702.16	0.00	702.16	703.71
Fire and Building Alarm	451.20	0.00	451.20	230.40
Safety/Service Inspections	280.79	0.00	280.79	120.00
Carpark Maintenance	0.00	0.00	0.00	0.00
PRS & PPL Licence	1,527.62	0.00	1,527.62	0.00
Cleaner	1,956.69	0.00	1,956.69	1,942.50
Consumables (stationary, cleaning materials & toilet rolls)	215.22	0.00	215.22	123.41
Building maintenance (light bulbs, paint & repairs)	2,420.05	0.00	2,420.05	459.33
External Maintenance (fuel for mower, tools, site repairs)	13.68	0.00	13.68	1,304.82
	17,547.00	0.00	17,547.00	13,351.43
Outgoings - 2nd Malvern Scout Group Only				
Go Cardless Fees	429.51	0.00	429.51	0.00
Subscriptions to Scout Association	4,350.00	0.00	4,350.00	4,171.28
Badges, Scarves & Uniforms	707.22	0.00	707.22	513.59
Web Page and OSM	175.43	0.00	175.43	99.50
Leader Training	0.00	0.00	0.00	0.00
Equipment Expenditure	4,239.96	0.00	4,239.96	1,966.95
Fundraising Expense	599.60	0.00	599.60	316.00
Camp and Trip Expenses	19,975.43	0.00	19,975.43	11,637.18
Section Expenses (requested section funds - running cost)	694.70	0.00	694.70	1,352.91
	31,171.85	0.00	31,171.85	20,057.41
Total Payments	48,718.85	0.00	48,718.85	33,408.84
Net Receipts / (Payments) for the Year	1,209.82	0.00	1,209.82	17,205.35
Balance b/fwd at 1 April 2019	36,728.21	0.00	36,728.21	19,522.86
Balance c/fwd at 31 March 2020	37,938.03	0.00	37,938.03	36,728.21

	Assets Retained (Fixed Asset) Summary			
HQ Building				
Write Off over remainder of lease - 22 years from 1 April 2009				
		Restricted	Unrestricted	Total
Cost				
1 April 2011		211,336.07	34,080.00	245,416.07
Additions		0.00	0.00	0.00
31 March 2020		211,336.07	34,080.00	245,416.07
Depreciation				
1 April 2019		95,924.53	15,490.64	111,415.17
Charge		9,606.19	1,549.09	11,155.28
31 March 2020		105,530.72	17,039.73	122,570.45
Written Down Value		105,805.36	17,040.27	122,845.62

2nd MALVERN SCOUT GROUP

Registered Charity no. 1044413

Statement of Assets & Liabilities

As at 31 March 2020

Cash And Bank Accounts

£

Bank Current Account, Group 01234943	*	13,435.82
CAF Gold Account 0009757 - Savings Account	*	1,546.60
CAF Cash Account 00032605 - Day to day Account	*	7,517.08
Bank Current Accounts, Sections		
Cubs 31235001	*	380.49
Beavers 71235028	*	204.65
Scouts 71235036	*	741.70
Bank Deposit Account, Group 01380605	*	14,046.91
Cash in hand, Sections and Group	*	64.78
		<u>37,938.03</u>

Assets Retained for the Charity's Own Use

HQ Building at Written Down Value		122,845.62
		<u>160,783.65</u>

Represented by:

Funds

£

General Fund		37,938.03
Designated Equipment Fund		0.00
		37,938.03
HQ Building Restricted Fund	105,805.36	
HQ Building Unrestricted Fund	17,040.27	
		<u>122,845.63</u>
		<u>160,783.66</u>

Treasurer

S Kitchener

Examiner

R Colbourne

2nd MALVERN SCOUT GROUP

Registered Charity no. 1044413

Receipts and Payments Account

Year ended 31 March 2020

	General	Designated	2020	2019
	Fund	Equipment	Total	Total
	£	£	£	£
Receipts - Income				
Subscriptions Non Gift-Aid	13,538.00	0.00	13,538.00	3,946.00
Subscriptions with Gift-Aid	0.00	0.00	0.00	8,562.00
Hall Hire	2,245.50	0.00	2,245.50	2,842.24
Pathway service charge	10,800.00	0.00	10,800.00	11,220.00
Sub Total	26,583.50	0.00	26,583.50	26,570.24
Interest Received	30.19	0.00	30.19	18.80
Gift Aid	5,342.71	0.00	5,342.71	3,540.57
Donations	712.15	0.00	712.15	0.00
Fund Raising	943.50	0.00	943.50	1,384.00
Camp Fees	16,316.62	0.00	16,316.62	19,100.58
Sub Total	23,345.17	0.00	23,345.17	24,043.95
Total	49,928.67	0.00	49,928.67	50,614.19
Outgoings - Pathway				
Rent to MHDC	250.00	0.00	250.00	250.00
Insurance	3,109.09	0.00	3,109.09	3,021.17
Water	778.79	0.00	778.79	368.71
Electricity	2,863.78	0.00	2,863.78	2,986.63
Gas	2,977.93	0.00	2,977.93	1,840.75
Telephone and Broadband	702.16	0.00	702.16	703.71
Fire and Building Alarm	451.20	0.00	451.20	230.40
Safety/Service Inspections	280.79	0.00	280.79	120.00
Carpark Maintenance	0.00	0.00	0.00	0.00
PRS & PPL Licence	1,527.62	0.00	1,527.62	0.00
Cleaner	1,956.69	0.00	1,956.69	1,942.50
Consumables (stationary, cleaning materials & toilet rolls)	215.22	0.00	215.22	123.41
Building maintenance (light bulbs, paint & repairs)	2,420.05	0.00	2,420.05	459.33
External Maintenance (fuel for mower, tools, site repairs)	13.68	0.00	13.68	1,304.82
	17,547.00	0.00	17,547.00	13,351.43
Outgoings - 2nd Malvern Scout Group Only				
Go Cardless Fees	429.51	0.00	429.51	0.00
Subscriptions to Scout Association	4,350.00	0.00	4,350.00	4,171.28
Badges, Scarves & Uniforms	707.22	0.00	707.22	513.59
Web Page and OSM	175.43	0.00	175.43	99.50
Leader Training	0.00	0.00	0.00	0.00
Equipment Expenditure	4,239.96	0.00	4,239.96	1,966.95
Fundraising Expense	599.60	0.00	599.60	316.00
Camp and Trip Expenses	19,975.43	0.00	19,975.43	11,637.18
Section Expenses (requested section funds - running cost)	694.70	0.00	694.70	1,352.91
	31,171.85	0.00	31,171.85	20,057.41
Total Payments	48,718.85	0.00	48,718.85	33,408.84
Net Receipts / (Payments) for the Year	1,209.82	0.00	1,209.82	17,205.35
Balance b/fwd at 1 April 2019	36,728.21	0.00	36,728.21	19,522.86
Balance c/fwd at 31 March 2020	37,938.03	0.00	37,938.03	36,728.21

	Assets Retained (Fixed Asset) Summary			
HQ Building				
Write Off over remainder of lease - 22 years from 1 April 2009				
		Restricted	Unrestricted	Total
Cost				
1 April 2011		211,336.07	34,080.00	245,416.07
Additions		0.00	0.00	0.00
31 March 2020		211,336.07	34,080.00	245,416.07
Depreciation				
1 April 2019		95,924.53	15,490.64	111,415.17
Charge		9,606.19	1,549.09	11,155.28
31 March 2020		105,530.72	17,039.73	122,570.45
Written Down Value		105,805.36	17,040.27	122,845.62

2nd MALVERN SCOUT GROUP
Registered Charity no. 1044413

Statement of Assets & Liabilities
As at 31 March 2020

Cash And Bank Accounts

		£		
Bank Current Account, Group 01234943	*	13,435.82		
CAF Gold Account 0009757 - Savings Account	*	1,546.60		
CAF Cash Account 00032605 - Day to day Account	*	7,517.08		
Bank Current Accounts, Sections				
Cubs 31235001	*	380.49		
Beavers 71235028	*	204.65		
Scouts 71235036	*	741.70		
Bank Deposit Account, Group 01380605	*	14,046.91		
Cash in hand, Sections and Group	*	64.78		
		37,938.03		


Assets Retained for the Charity's Own Use

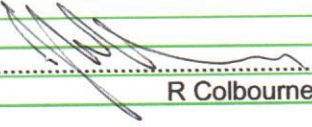
HQ Building at Written Down Value		122,845.62		
		<u>160,783.65</u>		

Represented by:

Funds

		£		
General Fund		37,938.03		
Designated Equipment Fund		0.00		
		37,938.03		
HQ Building Restricted Fund	105,805.36			
HQ Building Unrestricted Fund	17,040.27			
		<u>122,845.63</u>		
		<u>160,783.66</u>		

Treasurer  1/10/2020
S Kitchener

Examiner  1/10/20
R Colbourne