



# **ANNUAL REPORT AND ACCOUNTS**

**FOR THE YEAR ENDED**

**31 March 2020**

**MEMBER OF THE UK SCOUT ASSOCIATION**



**TRUSTEES REPORT****REFERENCE AND ADMINISTRATIVE INFORMATION**

Registered Charity No.	1033767
Group Registration No.	
Charity contact name:	Mr Stuart Ross
Charity contact address:	3 Post Mill Crescent, Grundisburgh, Woodbridge, IP13 6UX
Charity main address:	The Scout Hut, Grundisburgh Playing Field, off Ipswich Road, Grundisburgh, Woodbridge, Suffolk, IP13 6TJ
Charity website:	www.grundisburghscouts.org.uk

**Trustees who manage the Charity**

		Date appointed	Date resigned
<b>THE TRUSTEES - Ex Officio</b>			
Group Scout Leader	Mr Stuart Ross	04/06/2008	
Chairman	Mr Philip Stebbings	13/05/2008	
Secretary	Mrs Patricia Ross	01/06/1993	
Treasurer	Mrs Carly Richmond	14/06/2013	
Beaver Leader Representative	Ms Geraldine Millar	31/12/2017	
Cub Leader Representative	Mr Adrian Adams	07/12/2017	
Scout Leader Representative	Mr Stephen Swain	07/12/2017	
<b>THE TRUSTEES - Elected</b>			
Parent Rep	Mr Jason Banham	07/12/2017	

Custodian Trustees      The Scout Association Trust Corporation, Gilwell Park,  
Bury Road, Chingford, London E4 7QW

**Professional Advisors**

<b>Bankers</b>	Barclays Bank, 4 Church Street, Woodbridge, IP12 1DJ Co-operative Bank – Business, PO Box 250, Skelmersdale, WN8 6WT Nationwide Building Society, Kings Park Road, Moulton Park, Northampton, NN3 6NW Redwood Bank, The Nexus Building, Broadway, Letchworth Garden City, Hertfordshire, SG6 3TA Hampshire Trust Bank, 55 Bishopsgate, London, EC2N 3AS Ipswich Building Society, PO Box 547, Ipswich, IP3 9WZ
<b>Suffolk ProHelp Consultants</b>	Mark Sargeantson - Land Surveyor, Fenn Wright, 1 Buttermarket, Ipswich, IP1 1BA Roger Gilles - Architect, Barefoot & Gilles, 2 Cromwell Court, 16 St. Peters Street, Ipswich, IP1 1XG James Robbins - Solicitor, Marshall Hatchick, 37 High Street, Aldeburgh, IP15 5AU
<b>Independent Examiner:</b>	Christine Wade, Hastings Wade, 58-60 Stowupland Road, Stowmarket, IP14 5AL

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## STRUCTURE GOVERNANCE AND MANAGEMENT

### **Governing Document**

The 1st Grundisburgh Scout Group is part of the Scout Association and belongs to the Deben Scout District. 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.

### **Constitution**

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

### **Trustee selection**

The Trustees are appointed in accordance with the Policy, Organisation and Rules of the Scout Association.

### **Governance**

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.

Members of the Executive Committee complete 'Essential Information for Executive Committee' training within the first few months of joining the committee.

The Committee consists of three independent representatives, Chair, Treasurer and Secretary together with the Group Scout Leader, individual Section Leaders and parent representation and meets three times a year.

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 primary school, village hall, sports pavilion, parish rooms and other Scout Groups. 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.

*Reduced income from fund raising.* The Group is reliant upon income from subscriptions and fundraising. The Group does hold a reserve, which should 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 were 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 14. If there were a reduction in membership 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.

The Group has in place systems of internal controls that are designed to provide reasonable assurance against material mismanagement or loss; these include two signatories for all payments and comprehensive insurance policies to ensure that insurable risks are covered.



## OBJECTIVES AND ACTIVITIES

### *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.

### *Volunteers*

All the Section Leaders and helpers are volunteers and volunteers carry out all the fundraising.

### *Public Benefit*

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.

## ACHIEVEMENTS AND PERFORMANCE

The Group was reformed in 1921 but stopped during World War Two. It was reformed in 1956 and has continued up to the present day and now comprises of a Beaver Colony, a Cub Pack and a Scout Troop.



### *Group Scout Leader's Report*

This year we expanded our numbers of Leaders and Assistants within the Group and welcomed our previous Young Leaders Lorna Banham and Ryan Swain as now official adult Leaders, and both are working through the training scheme. Lorna and Ryan have supported the Group for a few years now as Young Leaders in Beavers and Cubs, so it is great to see them become adult Leaders.

We also welcome new Section Assistants to the Cub Pack. Daniel Turner and Mike Walls have already provided much needed support to our Cub Leader Archie Adams and have created some new and interesting activities in the programme. A thank you must also go to Josh Peat and Josh Beavis who continue to support the Group and we send our best wishes to Josh Peat who starts University and Josh Beavis who returns to University for another year.

We have started to focus on Young Leaders during this year as we have a wave of potential new recruits in the years to come who can support the Sections, and link into any Duke of Edinburgh Awards they are undertaking. As there is no official Young Leader uniform, the Group has purchased red hoodies from the Scout shop for each Young Leader to wear every time they are supporting Sections. These red hoodies have the new Scout logo on display with the words 1<sup>st</sup> Grundisburgh Young Leader.



The 2019 to 2020 Scouting year has provided a wide range of activities for our members in all Sections, with our volunteer Leaders giving so much of their time to provide an engaging and excellent programme for all. Activities continue to blend the use of both inside and outside areas, and we are so lucky to have the open space of the playing field and surrounding rural footpaths to provide the outdoor adventures. There have been many badges and awards achieved during the year which shows the young members commitment to Scouting, well done everyone.

I would like to say a big thank you to all our volunteer Leaders, Section Assistants and Committee members who support me and continue to keep Scouting active in our community, without them the Group would not exist.



As ever, we are always looking for extra volunteers to join our team. Our focus turns towards the Scout Troop and Beaver Colony that need further support during the next year due to large numbers of young members coming through. There are many ways support can be provided, not just as uniformed Leaders, so please contact me if you wish to know more.

Finally, as you are aware the remaining part of the 2019-2020 year had a very abrupt end! On 16<sup>th</sup> March the Government stopped social activities due to the COVID-19 pandemic. This resulted in an email from the UK Chief Commissioner to suspend all face to face Scouting activities as of midnight. It was a very strange evening as myself and Steve, our Scout Leader, read out the email to our Scouts at 'flag down' and then we all left not knowing when we will be back. However, I am confident that we will resume and carry on what we all strive to achieve – more Scouting Adventures!

### **Significant activities and highlights from each Section during the year:**

#### **BEAVERS**

- Local Hikes, Catapult building, Cooking, Archery, Pancake night, Den Building, Crazy Golf
- Badges – Safety, Air Activities, Book Reader, Faith, Outdoor Challenge
- Joint one night Sleepover at Thorrington Campsite in Essex with the Cubs – The first night away in Scouting and away from Parents for many Beavers.

#### **cubs**

- Swedish Candles, Archery, Hikes, Cooking, Exercise & Health night, Visit GADS Panto,
- Visit from two guests to talk about their Muslim faith as part of the Faith and Culture night
- Badges - Road and Personal Safety, Scientist, Astronomy, Emergency Aid.
- Four Camps were on offer during the year.
  - ❖ Joint one night Sleepover at Thorrington with the Beavers.
  - ❖ Two nights District Cub Camp at Hallowtree Campsite near Ipswich.
  - ❖ One night Halloween Camp at Hallowtree Campsite with the Scouts.
  - ❖ One night sleepover and Night Hike at Hasketon Village Hall.

#### **SCOUTS**

- Rafting on the Deben, Cleaning the Village Stream, District Cooking Competition, Night Hikes, Wood Branding, Crabbing, Archery, Bowling, World Debate Night, Clearing Trees and Bushes.
- Badges – World Challenge, Creative Challenge, Skills Challenge
- Scouts created and ran games again at the Duck Race for the Fundraising Badge
- Scouts volunteered to help in the cooking team and alongside adults on entrance gates at our Fireworks Display in November
- Six Camps were on offer during the year:
  - ❖ Two nights camp and cycling with 1<sup>st</sup> Kesgrave on Cycle Camp
  - ❖ One night Halloween Camp at Hallowtree Campsite with the Cubs
  - ❖ One Night Christmas Party and Sleepover with the Explorers at our Scout Hut
  - ❖ Two Nights Hill Walking in Derbyshire with 1<sup>st</sup> Kesgrave
  - ❖ One night Sleepover as part of a working party to clear bushes and trees behind the Hut
  - ❖ Seven nights Summer Camp in Buckinghamshire with visits to Windsor Castle, Thorpe Park, two days of water activities – sailing, kayaking, dragon boats, paddle boarding, plus high ropes, zip line, air rifles and tomahawk throwing on the campsite (Unfortunately, the Outdoor Challenge Camp planned at Boxford Campsite was cancelled due to the COVID-19 pandemic)



Our associated Explorer Unit called Fynn Valley continues to provide Scouting experiences for members when they leave 1<sup>st</sup> Grundisburgh at 14 years old. They will remain a user of our facilities and equipment for the foreseeable future under the partnership agreement. Some of their highlights are:

- Crabbing, Clip n Climb, End of Term Cooking Challenges, Blind drop Hikes, Learning to Drive a Car
- Explorers volunteered at the Scout Groups Fireworks Display in November. Also running their own stall selling glowsticks with the profits going towards the Christmas Party
- A Guest talk from a serving police officer about 'County Lines' – the Drug trafficking problems along with Internet and Social Media Safety
- Three Camps were on offer during the year:
  - ❖ Two nights camp and cycling with 1<sup>st</sup> Kesgrave on Cycle Camp
  - ❖ One Night Christmas Party and Sleepover with the Scouts at our Scout Hut
  - ❖ Seven nights Summer Camp in Buckinghamshire with visits to Windsor Castle, Thorpe Park, two days of water activities – sailing, kayaking, dragon boats, paddle boarding plus high ropes, zip line, air rifles and tomahawk throwing on the campsite



**European Jamboree 2020**

We were fortunate as a Scout Group to have two of our Scouts selected to join the Suffolk Contingent for the forthcoming European Jamboree in Poland. Rosie Rogers and Annabel Turnbull were selected for the 36 person contingent out of many applications from across Suffolk. The last time we were able to send a Scout to a Jamboree was in 2011 for the World Jamboree in Sweden.



Fundraising efforts have been made by the parents and the girls which included bag-packing at Marks and Spencer's plus a BBQ and Bingo in July 2019. It was decided between the Group Executive members to offer all the monies collected from the 2019 Scout Christmas Post scheme towards the girls fundraising efforts. The total cash collected by the Scout Group was £206 and this was duly given to Mrs Rowena Rogers who is dealing with the girl's finances for their Jamboree adventure.

However, the world-wide COVID-19 pandemic has now forced the Polish Scouting and Guiding Association along with World Scout and Guide representatives to move the Jamboree to the following year and operate from 2<sup>nd</sup> August to 13<sup>th</sup> August 2021. Fortunately, as Rosie and Annabel will still be under 18 years old in 2021, they can still attend the Jamboree.

**UK Scout Association National Archery Competition**

Once again members from 1<sup>st</sup> Grundisburgh with our Explorers and 1<sup>st</sup> Kesgrave Scout Group attended the Scout National Archery competition in Hertfordshire. The competition which runs in May has three elements – Target, Field and Clout.

Five of the team members won in various categories and came away as National Champions bringing home some trophies. There were also other members winning second and third place medals.

**The Scout Hut**

The Hut continues to be used frequently by all four Sections during the week. Two sleepovers based at the Hut have happened during the year, plus continued archery training sessions at the Scout Hut and playing field every two or three weeks have enabled the team to prepare for the national competition.

Maintenance needs have been on-going as and when required but thankfully there was no major problems and expenses in the year.

The current lease for ground rent with the Grundisburgh Playing Field is due to end on 1<sup>st</sup> January 2023. Renewal of the lease will be dealt with closer to the date, however this depends on what stage the New HQ project has reached. Potentially a shorter time lease, rather than a 21 year lease, may be required to span the transition period from current building to the new building.

In June 2019 the Scouts stayed overnight and had a working party the next morning to remove the overgrown trees, branches, bushes and ivy from behind the Scout Hut. At the beginning of the pandemic lockdown in mid-March various maintenance projects have been started by the Group Scout Leader and was able to work alone as per the Government guidance at the time regarding social distancing. The Scout Association has allowed individuals to carry out maintenance to buildings during lockdown and recommended weekly checks for vandalism as many Scout buildings will be left empty without regular users.

**Health and Safety review**

Group and Section activities continue to be planned and managed by Leaders and Assistants to mitigate risks and adhere to the Scout HQ policies and ratios. There were no major accidents. Risk assessments in relation to the COVID-19 virus will be required upon reopening the Scout Hut and Section meetings after the lockdown.

**Summary**➤ Our Aims

The purpose of Scouting exists to actively engage and support young people in their personal development, empowering them to make a positive contribution to society. 1<sup>st</sup> Grundisburgh Scout Group achieve this by a continued balanced programme across all Sections working alongside all volunteer Leaders, Assistants, parents, with support from District, County and other Scout Groups. We intend to offer all members a night away experience per year and give members the opportunity to achieve the top-level awards in their Section. Our future aims are to keep the Scouting adventures available to new members within the local Community, and to seek better facilities, in the form of a new headquarters for our current members, thus enhancing their Scouting life experiences.

➤ Strategies for achieving its stated aims and objectives

At 1<sup>st</sup> Grundisburgh Scout Group we have strived and will continue to:

- ❖ Achieve top awards by blending Section meeting activities and individual own efforts undertaken in their private lives.
- ❖ Utilise the open space of the playing field as well as the indoor space when creating a programme.
- ❖ Bring aspects of teamwork and leadership into the meetings, activities and games we organise in creative and challenging ways.
- ❖ Implement new activities in the programme which members are unable to experience at school or within the home environment. This is then reviewed and improved for next time.
- ❖ Continue being visible within the Grundisburgh village community and wider area at the yearly church parades and the family friendly events such as our summer Duck Race and November Fireworks Display which are open to the public.
- ❖ Work alongside other Scout Groups in the area to expand Scouting experiences and interactions
- ❖ Maintain a continuous steady number of young members participating whilst seeking to increase our collection of volunteer adults to support the Sections.
- ❖ Offer all members at least one night away camping and outdoor experience during the year.
- ❖ Make it enjoyable for children and adults alike.

➤ Criteria or measures used to assess success in the reporting period

**Badges** – At 1<sup>st</sup> Grundisburgh we are always working towards awarding badges to members depending on their participation and efforts in the criteria of the badge. We have presented top awards to various members. Three Beavers achieved the Chief Scouts Bronze award. Four Cubs achieved the Chief Scouts Silver award, while two Scouts have almost completed the Chief Scouts Gold award but were unable to complete the last part as the COVID-19 pandemic stopped their plans, but hope to resume and complete the last task when possible.

**Camps** – Our range and collection of camps remains a good level across the Sections with 18 different nights away during 2019-2020. We have met the aim to offer at least one night away per Section with Cubs and Scouts able to camp at multiple times during the year. Attendance remains high at any camps and sleepovers with 75-80% of the total Section numbers attending. This proves that members enjoy camping and its associated outdoor activities.

➤ Performance of material fundraising

**Duck Race** – Now in its 12<sup>th</sup> year of existence the Duck Race has become a key event of the year in the Community much like the Village show. The addition of the Scout Groups Facebook page has enabled advertising to a much broader collection of people attending. In 2019 many of our regular helpers noticed an increase in people attending, including unfamiliar people who do not live in the village come and watch. The event has provided a steady income of around £2700 per year, however much of the profits depends on the weather bringing people out to visit. As a change to the format the Group is considering running the event on a Sunday afternoon hoping this will pull in even more spectators as there are not many summer events running on Sundays.

**Fireworks Display** - 2019 was the fourth year of the display and the attendance has grown since the first year, with the profits more than doubling. The 2019 display saw over 600 people attend and raised £2800 which was more than the Duck Race in the previous summer. However, the display was badly affected by the weather with winds and heavy rainfall before the launch. We were still able to provide a show with extra safety distances added because of the strong winds and only some fireworks got wet and did not fire. The public were pleased that the show continued as many displays in the area were cancelled. The playing field area in front of the pavilion got very muddy from the foot traffic and so an additional £100 was paid to the Playing Field Management Committee to compensate for sand bought to improve the area in the months after.

**Textile Bin** – Our recycling facility for clothes and shoes continues to provide a small steady income to the Scout Group across the year. The bin has remained in place in the car park for nine years now and has provided the Group with over £8000. JMP Wilcox textile reclaimers who make collections and payments have said they intend to provide us with a new bin in 2020. It will be smaller, but collections will be more often as it will be sub-contracted to a collection company based in Norwich.



## FINANCIAL REVIEW

### Background

In 2011 the Scout Group decided to start setting aside funds towards building a new HQ in the future. Continuing to use our Barclays account for all financial activities the Group ring-fenced sums of monies over the years which were detailed in the end of year accounts as being specifically for the new HQ project.

In September 2017 the Scout Group was told by Grundisburgh resident John Batchelor of Highfields, Meeting Lane, that he would be leaving a Legacy to the Scout Group from his son's estate who sadly passed away on 7<sup>th</sup> July 2017. John's son Nigel Batchelor, who died Intestate, had amassed a fortune in various financial schemes worth just over one million pounds. In November 2017 the Scout Group signed a Deed of Variation which detailed that the Scout Group would be receiving *'the sum of £500,000 for its general charitable purposes'*. The remaining Committee members and Leaders were then all informed of this forthcoming Legacy at a meeting and it was unanimously decided to put this sum towards the new HQ project.

Unfortunately, John Batchelor himself died on 25<sup>th</sup> December 2017 and this left his Solicitors to become the Executors who are administrating both estates as there were no other close family members. In his Last Will and Testament John has also left 30% of the residual value, after specific gifts of his own estate, to the Scout Group to use once again for its general charitable purposes. This has not been able to quantify with any accuracy at the present time due to fees and taxes still to be applied, however, this will be included into the new HQ funds when received.

Leading up to 2019 the Scout Group were making plans in how to secure this Legacy. It was decided to split the finances into two avenues. One avenue being a set of bank accounts for the general funds of the 'Scouting side' of the Group. This would be dealing with membership subscriptions, Scout hut expenditures, camps and activities. While another set of bank accounts would be for the new HQ project.

In February and March 2019 money assigned for the new HQ project already gathered since 2011 was deposited into four new accounts which would have an additional deposit of part of the Legacy when it arrived. These were:

- ❖ A new Co-operative Bank Community account to act as the current account dealing with all new HQ income and expenditures.
- ❖ £10,000 into a Co-operative Bank Business Savings account connected to the main account above
- ❖ £10,000 into a Nationwide Business Savings account
- ❖ £25,000 into an Ipswich Building Society Business Savings account

### Finances in this current year

In the general funds of 2019-2020 the accounts still remain to have a comfortable sum being held in the Barclays current account. The membership subscriptions and Explorer rent covers some of the main running costs of the hut and Sections – Insurance, electric, ground rent, badges, Section activities, but not enough to cover all costs, so a small portion of the savings were used. However, some of the expenses are higher and one-off fees. Uniform costs were higher because the Group paid for new Leaders uniforms across the Sections, plus new hoodies were bought for the Young Leaders. The ground rent was £100 higher to pay for sand spread on the playing field after our use at fireworks night. There was no family camp held in 2019 and stationery costs were higher due to purchasing a shredder to comply with GDPR rules when destroying unwanted documents.

The remaining profit from the camps paid for the materials and equipment. Fundraising income was down due to no New Year's Eve party, price drop on textiles weights, no Christmas Post money as it was given to the Jamboree girls, and the Duck Race was very hot which made people spend less on the BBQ and hot drinks, however side show games run by the Scouts made more money than the previous year.

The Group collected 3 years of back-dated Gift Aid which was moved to the Savings account attached to the general funds with Barclays. It has been decided that Gift Aid collected from member subscriptions should remain within the 'Scouting side' of the Group and not passed to the new HQ funds.

This will help to pay for any major expenses for equipment or emergency costs to repair the current Scout Hut in the short-term future

It has also been decided that the profits of both major fundraising events – Duck Race and Fireworks Display should go straight into the new HQ accounts. While smaller fundraising – i.e., the textile recycling bin, will continue to finance the general funds and its connected savings account.



### Arrival of the Legacy

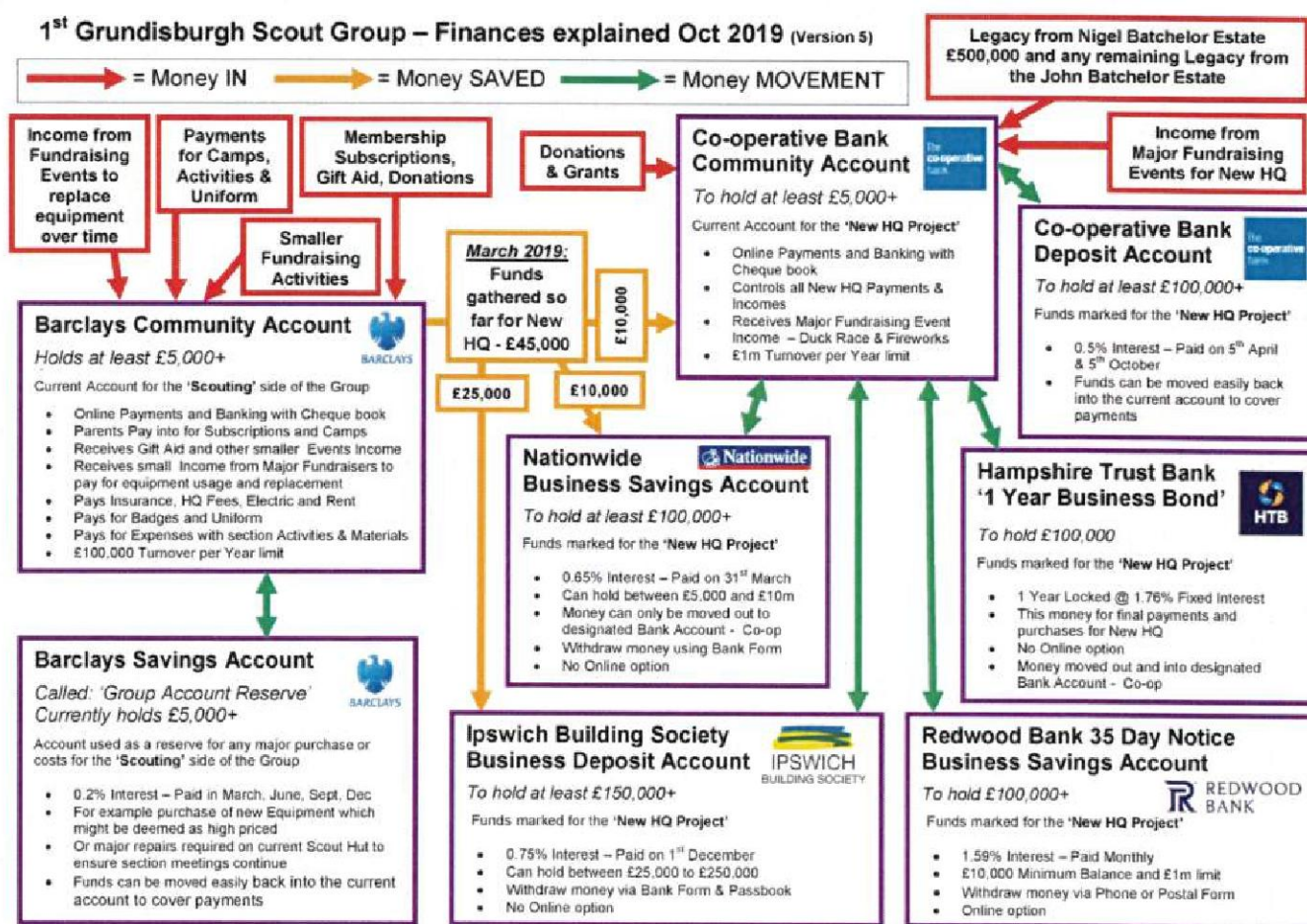
On 11<sup>th</sup> October 2019 the Scout Group received the Nigel Batchelor Legacy from Gotelee's Solicitors and was deposited into the Co-operative Bank. After this the Scout Group promptly applied for two further savings accounts. These were:

- ❖ Redwood Bank 35 Day Notice Business Savings account
- ❖ Hampshire Trust Bank 1 Year Fixed Rate Bond

The Legacy funds were then spread across the five savings accounts – Co-op, Nationwide, Redwood, Hampshire Trust and the Ipswich Building Society. By doing this it mitigated the risk of the failure of any individual financial institution and most of the deposits being covered under the FSCS (Financial Services Compensation Scheme). The money was invested in different length bonds and notice accounts whilst taking into consideration the uncertain time frame for the purchase of the land, obtaining planning permission and commencing work on the new building.

### Finances Flow Chart

The chart below created at the time the Legacy arrived shows the breakdown of accounts, the transfer of money and how each account is funded



### Reserves Policy

As described above it is the intention of the trustees to keep a general reserve for upkeep and repair of the hall, and at least one year's expenses for the running of the Group. The trustees have also set up a designated reserve for the new HQ fund to provide a building which will secure the future of Scouting in Grundisburgh and the surrounding area. These designated reserves will be held in several accounts to gain interest and spread the risk of loss.

**New HQ progress**

Negotiations are still underway to acquire suitable land with vehicle access for the new HQ. Professional advice continues to be provided by individuals as part of a scheme from Community Action Suffolk called 'Suffolk ProHelp'. The individuals include an Architect, Surveyor and Solicitor.

In June 2019 the Scout Group submitted a design and access statement to East Suffolk Council in order to receive pre-application planning advice. A letter was received and a meeting with a Council representative was held which resulted in the East Suffolk Council being supportive of the project and the facilities proposed were acceptable for the size and location of the site and the community in which it will serve.


**Summary**

Whilst preparing these accounts we are still in restricted socialisation rules due to the COVID-19 virus, with no indication of when normal Scouting will be able to resume. Fortunately, the Group is in a good financial position. Camp fees already paid for cancelled events have been refunded, and it was decided that any remaining subscription fees from members that were fully paid up, would be used for an activity when meetings restart.

It is very likely there will be severely reduced funds coming into the Scout Group during the next financial year due to the virus. The Duck Race in the summer was cancelled and the Fireworks Display in November will also not proceed. Member subscriptions are likely to be lower if Scouting does not resume fully at the start of the new school term. However, with suitable reserves in the general fund we hope to 'ride out' through these uncertain times and continue all fundraising efforts and Section meetings when safe and practical to do so.

Approved by

Mr Philip Stebbings  
Chairman



Mrs Carly Richmond  
Treasurer



Date

30/12/2020



**STATEMENT OF FINANCIAL ACTIVITIES SUMMARY**

FOR THE YEAR ENDED 31 MARCH 2020

	Note	General Fund £	New HQ Fund £	Total 2020 £	Total 2019 £
<b>INCOMING RESOURCES</b>					
<i>Income from:</i>					
Donations and Legacies		4,958	500,070	505,028	3,450
Charitable activities		1,345	-	1,345	3,480
Other trading activities		1,082	7,901	8,983	12,559
Investment income		9	1,311	1,320	11
Other		250	-	250	300
<b>Total</b>	<b>3</b>	<b>£ 7,644</b> =====	<b>£ 509,282</b> =====	<b>£ 516,926</b> =====	<b>£ 19,800</b> =====
<b>RESOURCES EXPENDED</b>					
<i>Expenditure on:</i>					
		£	£	£	£
Raising funds		28	2,790	2,818	3,522
Charitable activities		4,675	210	4,885	8,949
Other		305	-	305	249
<b>Total</b>	<b>4</b>	<b>£ 5,008</b> =====	<b>£ 3,000</b> =====	<b>£ 8,008</b> =====	<b>£ 12,720</b> =====
<b>Net movement in funds</b>		<b>2,636</b>	<b>506,282</b>	<b>508,918</b>	<b>7,080</b>
<b>Reconciliation of funds</b>					
Fund balance brought forward		4,433	53,825	58,258	50,223
Transfer between funds	7	8,815	(8,815)	-	-
Prior year adjustment to change format	8	-	-	-	955
<b>Fund balance carried forward</b>		<b>£ 15,884</b> =====	<b>£ 551,292</b> =====	<b>£ 567,176</b> =====	<b>£ 58,258</b> =====

The annexed notes form an integral part of these accounts

**BALANCE SHEET**

AT 31 MARCH 2020

	Note	General Fund £	New HQ Fund £	Total 2020 £	Total 2019 £
<b>FIXED ASSETS</b>					
Tangible assets	9	650	360	1,010	955
		<u>650</u>	<u>360</u>	<u>1,010</u>	<u>955</u>
<b>CURRENT ASSETS</b>					
Debtors and prepayments	10	50	-	50	-
Cash at bank and in hand	11	15,184	551,142	566,326	57,303
		<u>15,234</u>	<u>551,142</u>	<u>566,376</u>	<u>57,303</u>
<b>Total current assets</b>		<b>15,234</b>	<b>551,142</b>	<b>566,376</b>	<b>57,303</b>
Less: Creditors					
Amounts due falling within one year	12	-	210	210	-
		<u>-</u>	<u>210</u>	<u>210</u>	<u>-</u>
<b>Net current assets</b>		<b>15,234</b>	<b>550,932</b>	<b>566,166</b>	<b>57,303</b>
		<u>15,234</u>	<u>550,932</u>	<u>566,166</u>	<u>57,303</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<b>£ 15,884</b>	<b>£ 551,292</b>	<b>£ 567,176</b>	<b>£ 58,258</b>
		<u>£ 15,884</u>	<u>£ 551,292</u>	<u>£ 567,176</u>	<u>£ 58,258</u>
<b>FUNDS</b>					
General Fund		15,884	-	15,884	4,433
New HQ Fund		-	551,292	551,292	53,825
		<u>-</u>	<u>551,292</u>	<u>551,292</u>	<u>53,825</u>
<b>TOTAL FUNDS</b>	13	<b>£ 15,884</b>	<b>£ 551,292</b>	<b>£ 567,176</b>	<b>£ 58,258</b>
		<u>£ 15,884</u>	<u>£ 551,292</u>	<u>£ 567,176</u>	<u>£ 58,258</u>

Approved by

Chairman

P Stebbings

Treasurer

C. [Signature]

Date

30/12/2020

The annexed notes form an integral part of these accounts



**STATEMENT OF CASH FLOWS**  
 FOR THE YEAR ENDED 31 MARCH 2020

	<i>Note</i>	2020 £	2019 £
Cash flow from operating activities	15	508,063	7,069
Cash flow from investing activities			
<b>Payments for tangible fixed assets</b>			
Fees re New HQ		(360)	-
Interest received		1,320	11
Net cash flow investing activities		960	11
Net increase in cash and cash equivalents		509,023	7,080
Cash and cash equivalents brought forward		57,303	50,223
<b>CASH AND CASH EQUIVALENTS AT THE YEAR END</b>		<b>£ 566,326</b>	<b>£ 57,303</b>

**NOTES TO THE ACCOUNTS**

FOR THE YEAR ENDED 31 MARCH 2020

**1. Basis of preparation****Basis of accounting**

The Charity constitutes a public benefit entity as defined by FRS 102. The accounts have been prepared in accordance with Accounting and Reporting by Charities; Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) issued in October 2019, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS102), the Charities Act 2011 and UK Generally Accepted Accounting Practice.

The financial statements have been prepared to give a 'true and fair view' and have departed from the Charities (Accounts and Reports) Regulations 2008 Only to the extent required to provide a 'true and fair' view. The departure has involved following the Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their annual accounts in accordance with the Financial Reporting Standard and applicable in the UK and Republic of Ireland (FRS102) issued in October 2019 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has been withdrawn.

The financial statements are prepared on a going concern basis under the historical cost convention. The financial statements are presented in sterling which is the functional currency of the charity and rounded to the nearest pound.

**Change in Basis**

In previous years accounts have been prepared in the receipts and payments format in line with the levels of income. For the year ended 31 March 2020 the accruals format has been adopted and the comparative figures for the year ended 31 March 2019 have been reanalysed to fit this format. There is a prior year adjustment to incorporate the assets into the balance sheet but in all other aspects there has been no change to the accounting policies or estimates (valuation rules and methods of accounting) since last year.

**2. Accounting policies****Recognition of incoming resources**

These are included in the Statement of Financial Activities (SoFA) when

- the charity becomes entitled to the resources;
- the trustees are virtually certain they will receive the resources; and
- the monetary value can be measured with sufficient reliability.

**Membership subscriptions**

Memberships subscription collected on behalf of other parts of the Scout Movement are reported in the SoFA net of any amount paid out. This is because these subscriptions are in effect held as agents before being paid out.

**Offsetting**

There has been no offsetting of assets and liabilities, or income and expenses, unless required or permitted by the FRS 102 SORP or FRS 102.

**Grants and donations**

Legacies, grants and donations are only included in the SoFA when the charity has unconditional entitlement to the resources, and these have been received.

**Tax reclaims on donations and gifts**

Incoming resources from tax reclaims are included in the SoFA when they are received

**Gifts in kind**

Gifts in kind for sale or distribution are included in the accounts as gifts only when sold or distributed by the charity. Gifts in kind for use by the charity are not valued or included in the accounts

**Donated services and Facilities**

The value placed on these resources is not included in the accounts

**Volunteer help**

The value of any voluntary help received is not included in the accounts

**Investment income**

This is included in the accounts when received.

**Liability recognition**

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to pay out resources.

**Governance and Support costs**

Governance costs comprise all costs involving public accountability of the charity and its compliance with regulation and good practice. These costs have been included in the charitable activity costs.

**Current asset investments**

The charity has investments of cash and cash equivalents with a maturity date of less than one year held for investment purposes rather than to meet short term cash commitments as they fall due.



**NOTES TO THE ACCOUNTS**

FOR THE YEAR ENDED 31 MARCH 2020

**3. Analysis of Incoming Resources**

	<i>General Fund £</i>	<i>New HQ Fund £</i>	<i>Total 2020 £</i>	<i>Total 2019 £</i>
Voluntary Income				
Membership Subscriptions	4,470	-	4,470	5,330
Gift Aid	2,326	-	2,326	-
Less: Membership Fees Paid	(1,980)	-	(1,980)	(2,210)
	<u>4,816</u>	<u>-</u>	<u>4,816</u>	<u>3,120</u>
Legacy	-	500,000	500,000	-
Donations and Gifts	142	70	212	330
	<u>£ 4,958</u>	<u>£ 500,070</u>	<u>£ 505,028</u>	<u>£ 3,450</u>
	=====	=====	=====	=====
	<i>General Fund £</i>	<i>New HQ Fund £</i>	<i>Total 2020 £</i>	<i>Total 2019 £</i>
Charitable Activities				
Beaver/Cub Camp - Thorrington	540	-	540	-
Cub Camp - Halloween	557	-	557	734
Cub Sleepover	200	-	200	-
Uniform and badges	48	-	48	138
Family Camp	-	-	-	1,414
Scout – Expedition Camp	-	-	-	570
Scout camp – Wet Weekend	-	-	-	240
Meeting Activities	-	-	-	384
	<u>£ 1,345</u>	<u>-</u>	<u>£ 1,345</u>	<u>£ 3,480</u>
	=====	=====	=====	=====
	<i>General Fund £</i>	<i>New HQ Fund £</i>	<i>Total 2020 £</i>	<i>Total 2019 £</i>
Other Trading Activities				
Duck Race	347	3,181	3,528	5,524
Firework Night	-	4,720	4,720	4,234
New Year's Eve Party	-	-	-	1,304
Clothing Bank	735	-	735	1,245
Christmas Post	-	-	-	252
	<u>£ 1,082</u>	<u>£ 7,901</u>	<u>£ 8,983</u>	<u>£ 12,559</u>
	=====	=====	=====	=====
	<i>General Fund £</i>	<i>New HQ Fund £</i>	<i>Total 2020 £</i>	<i>Total 2019 £</i>
Investment Income				
Interest (gross) on Bank Accounts	9	1,311	1,320	11
	<u>£9</u>	<u>£ 1,311</u>	<u>£ 1,320</u>	<u>£ 11</u>
	=====	=====	=====	=====
	<i>General Fund £</i>	<i>New HQ Fund £</i>	<i>Total 2020 £</i>	<i>Total 2019 £</i>
Other Income				
Hall Rent	250	-	250	300
	<u>£250</u>	<u>-</u>	<u>£ 250</u>	<u>£ 300</u>
	=====	=====	=====	=====

**NOTES TO THE ACCOUNTS**

FOR THE YEAR ENDED 31 MARCH 2020

**4 Analysis of Resources Expended**

	<i>General Fund £</i>	<i>New HQ Fund £</i>	<i>Total 2020 £</i>	<i>Total 2019 £</i>
Fundraising costs				
Firework Night	-	2,109	2,109	1,941
Duck Race	8	681	689	1,054
New Year's Eve	-	-	-	507
Lottery Licence	20	-	20	20
	<u>£ 28</u>	<u>£ 2,790</u>	<u>£ 2,818</u>	<u>£ 3,522</u>
	=====	=====	=====	=====
	<i>General Fund £</i>	<i>New HQ Fund £</i>	<i>Total 2020 £</i>	<i>Total 2019 £</i>
Charitable activities				
<i>Youth Programme</i>				
Cub/Beaver Camp - Thorrington	525	-	525	-
Cub Camp - Halloween	435	-	435	561
Cub Sleepover	101	-	101	80
Family Camp	-	-	-	3,236
Scout Camp – Expedition Camp	-	-	-	466
Scout Camp – Wet Weekend	-	-	-	70
Section Activities	384	-	384	839
Materials and Equipment	133	-	133	1,317
Badges	254	-	254	212
Uniform	399	-	399	41
<i>Scout Hut costs</i>				
Insurance	1,576	-	1,576	1,533
Electricity	233	-	233	222
Rent	280	-	280	180
Repairs and Renewals	139	-	139	110
<i>Governance costs</i>				
Post and Stationery	80	-	80	1
OSM	33	-	33	33
Training	40	-	40	-
Website	63	-	63	48
Independent Examination	-	210	210	-
	<u>£ 4,675</u>	<u>£ 210</u>	<u>£ 4,885</u>	<u>£ 8,949</u>
	=====	=====	=====	=====
	<i>General Fund £</i>	<i>New HQ Fund £</i>	<i>Total 2020 £</i>	<i>Total 2019 £</i>
Other resources expended				
Depreciation	305	-	305	249
	<u>£ 305</u>	<u>-</u>	<u>£ 305</u>	<u>£ 249</u>
	=====	=====	=====	=====

**NOTES TO THE ACCOUNTS**

FOR THE YEAR ENDED 31 MARCH 2020

<b>5 Trustees and other related parties</b>	<b>2020</b>	<b>2019</b>
	£	£
Trustee expenses reimbursed		
Group Scout Leader	1,112	5,632
Other trustees	256	407
	<u>£ 1,368</u>	<u>£ 6,039</u>
	=====	=====

All amounts paid were to reimburse expenditure on behalf of the Group.  
Trustee remuneration in the year ended 31 March 2020 was nil (2019 nil)

<b>6 Fees for examining the accounts</b>	<b>2020</b>	<b>2019</b>
	£	£
Independent examiners fees	210	-
	<u>£ 210</u>	<u>£ -</u>
	=====	=====

**7 Transfers between funds**

In previous years, all donations and fundraising proceeds had been allocated to the new HQ fund and this was shown as a fund balance in the receipts and payments accounts. In March 2019 various new bank accounts were set up to hold the funds expected from the legacy and £45,000 was transferred to open these accounts leaving the balance to cover the general day to day running expenses of the Group. A transfer of £8,815 has been made to reflect this intent.

**8 Prior Year Adjustment**

The level of income in previous year has only required the preparation of receipt and payments accounts. This year accrual accounts are required and an adjustment of £955 has been made to incorporate the fixed assets into the balance sheet of the accounts.

<b>9 Fixed Assets</b>	<i>New</i>	<i>Container</i>	<i>Furniture &amp; Equipment</i>	<i>Total</i>
Cost	£	£	£	£
At 1 April 2019	-	1,555	5,332	6,887
Additions	360	-	-	360
Disposals	-	-	-	-
At 31 March 2020	<u>£ 360</u>	<u>£ 1,555</u>	<u>£ 5,332</u>	<u>£ 7,247</u>
	=====	=====	=====	=====
Depreciation	£	£	£	£
At 1 April 2019	-	1,036	4,896	5,932
Depreciation for year	-	87	218	305
On disposals	-	-	-	-
At 31 March 2020	<u>£ -</u>	<u>£ 1,123</u>	<u>£ 5,114</u>	<u>£ 6,237</u>
	=====	=====	=====	=====
At 31 March 2020	<u>£ 360</u>	<u>£ 432</u>	<u>£ 218</u>	<u>£ 1,010</u>
	=====	=====	=====	=====
At 31 March 2019	<u>£ -</u>	<u>£ 519</u>	<u>£ 436</u>	<u>£ 955</u>
	=====	=====	=====	=====



**NOTES TO THE ACCOUNTS**

FOR THE YEAR ENDED 31 MARCH 2020

**9 Fixed Assets (cont.)**

Depreciation is calculated to write down the value of fixed assets over their expected useful lives. The rates used are

Furniture and equipment	50% 1 <sup>st</sup> Year, 25% 2 <sup>nd</sup> Year, 25% 3 <sup>rd</sup> Year
Container	50% 1 <sup>st</sup> Year, then balance over 9 years
New HQ	0% (not yet built)

<b>10 Debtors</b>	<b>2020</b>	<b>2019</b>
	£	£
Prepayments	50	-
	<u>£ 50</u>	<u>£ -</u>
	=====	=====

**11 Cash at bank and in hand**

	<i>General Fund</i>	<i>New HQ Fund</i>	<i>Total 2020</i>	<i>Total 2019</i>
	£	£	£	£
Hampshire Trust (1-year bond)	-	100,000	100,000	-
Nationwide Building Society (95-day notice)	-	100,367	100,367	10,010
Redwood Bank (35-day notice)	-	100,662	100,662	-
Ipswich Building Society	-	149,759	149,759	25,000
Co-op Savings	-	100,000	100,000	-
Co-op Current Account	-	354	354	10,000
Barclays Deposit Account	5,010	-	5,010	5,001
Barclays Current Account	10,131	-	10,131	7,264
Cash	43	-	43	28
	<u>£ 15,184</u>	<u>£ 551,142</u>	<u>£ 566,326</u>	<u>£ 57,303</u>
	=====	=====	=====	=====

<b>12 Creditors</b>	<b>2020</b>	<b>2019</b>
	£	£
Accruals	210	-
	<u>£ 210</u>	<u>£ -</u>
	=====	=====

**13 Analysis of net assets between funds**

	<i>General Fund</i>	<i>New HQ Fund</i>	<i>Total</i>
	2020	2020	2020
	£	£	£
Fixed Assets	650	360	1,010
Cash at bank and in hand	15,184	551,142	566,326
Other current assets/liabilities	50	(210)	(160)
	<u>£ 15,884</u>	<u>£ 551,292</u>	<u>£ 567,176</u>
	=====	=====	=====
	<i>General Fund</i>	<i>New HQ Fund</i>	<i>Total</i>
	2019	2019	2019
	£	£	£
Fixed Assets	955	-	955
Cash at bank and in hand	3,478	53,825	57,303
Other current assets/liabilities	-	-	-
	<u>£ 4,433</u>	<u>£ 53,825</u>	<u>£ 58,258</u>
	=====	=====	=====

**NOTES TO THE ACCOUNTS**

FOR THE YEAR ENDED 31 MARCH 2020

**14 Fund reconciliation****Unrestricted Funds**

	Balance at 31 March 2019 £	Income £	Expenditure £	Transfers £	Gains/ (losses) £	Balance at 31 March 2020 £
General Fund	4,433	7,644	5,008	8,815	-	15,844
New HQ Fund	53,825	509,282	3,000	(8,815)	-	551,292
	<u>£ 58,258</u> =====	<u>£ 516,926</u> =====	<u>£ 8,008</u> =====	<u>£ -</u> =====	<u>£ -</u> =====	<u>£ 567,136</u> =====

	Balance at 31 March 2018 £	Income £	Expenditure £	Transfers £	Prior year Adjustment £	Balance at 31 March 2019 £
General Fund	5,766	6,910	9,198	-	955	4,433
New HQ Fund	44,457	12,890	3,522	-	-	53,825
	<u>£ 50,223</u> =====	<u>£ 19,800</u> =====	<u>£ 8,008</u> =====	<u>£ -</u> =====	<u>£ 955</u> =====	<u>£ 58,258</u> =====

**Fund descriptions****Unrestricted funds**

General fund for the day to day running expenses of the Scout Group

**Designated funds**

The New HQ Fund represents money from the legacy and fundraising surpluses over the last few years which has been set aside to fund a new building.

**15 Reconciliation of net income/(expenditure) to net cash flow from operating activities**

	2020 £	2019 £
Net income/ (expenditure) for the year / period	508,918	7,080
Interest receivable	(1,320)	(11)
Depreciation of assets	305	-
Increase in Debtors	(50)	-
Increase in Creditors	210	-
Net Cash flow from operating activities	<u>£ 508,063</u> =====	<u>£ 7,069</u> =====

**16 Capital Commitments**

There were no capital commitments at the 31 March 2020 or 31 March 2019.

**17 Events after the year end**

Covid-19 has resulted in the suspension of all Scout activities and fundraising events.

Therefore, income will be substantially reduced for the coming year, but the reserves of the Group are sufficient to keep the Group and Scout Hut maintained until activities can resume.

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**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF THE  
1ST GRUNDISBURGH SCOUT GROUP**

I report on the Accounts of the 1st Grundisburgh Scout Group for the year ended 31 March 2020, which are set out on pages 2 to 19.

**Respective responsibilities of Trustees and Examiner**

As the Charity Trustees of the Trust, 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 Trust's 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(5)(b) of the Act.

**Independent Examiner's statement**

Since the charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Association of Chartered Certified Accountants which is one of the listed bodies.

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 Charity as required by Section 130 of the Act: or
2. The Accounts do not accord with those records: or
3. The Accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view' which is not a matter considered as part of an independent examination.

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.

*Christine D Wade*

Name: Christine Wade, Hastings Wade

Qualification Chartered Certified Accountants – Registered Auditors

Address: 58-60 Stowupland Road  
Stowmarket  
Suffolk  
IP14 5AL

Date: *7<sup>th</sup> January 2021*