

**BROADSTONE SCOUT GROUP**  
**ANNUAL REPORT AND ACCOUNTS**  
**31 MARCH 2020**

# Broadstone Scout Group

Registered charity number 267693

The Trustees present their annual report for the year ended 31 March 2020

The Trustees of the charity are as follows

Name	Office
Adrian Kyte	Chair
Andrew Williams	Vice Chair
Gill McDonald	Group Scout Leader
Alison Bowden	Assistant Group Scout Leader
Simon Lawford	Assistant Group Scout Leader
Sue Rice	Treasurer
Andrew Walker	Assistant Treasurer (resigned 19.9.19)
Louise Vincent	Secretary
Ken Pearce	Committee Member
Sue Cracknell	Committee Member
Lisa Friberg	Committee Member
Graham Davies	Committee Member
Jon Bowrey	Committee member (resigned 14.2.20)
Sarah Carter	Committee member

## Structure, Governance and management

The principal address of the charity is Scout HQ, Dunyeats Road, Broadstone.

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.

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

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

The Group is an educational charity that is managed by the Group Executive Committee, the members of which are the 'Charity Trustees' of the Scout Group.

As charity trustees they are responsible for complying with legislation applicable to charities. This includes the registration, keeping proper accounts and making returns to the Charity Commission as appropriate.

The Committee consists of 3 independent representatives, Chair, Treasurer and Secretary, together with the Group Scout Leaders, individual section leaders and parents' representation and meets every 3 months.

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 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.

### **Objectives and aims**

The objectives of the group are as a unit of the Scout Association.

The Aim of The Scout Association is to promote the development of young people in achieving their full physical, intellectual, social and spiritual potentials, as individuals, as responsible citizens and as members of their local national and international communities. The method of achieving the Aim of the Association is by providing an enjoyable and attractive scheme of progressive training, based on the Scout Promise and Law and guided by adult leadership.

### **Achievements and performance**

The Group continued to provide successful Scouting activities.

### **Financial review**

Total receipts amounted to £48,953 (2019 £58,010) against which expenditure of £37,005 (2019 £49,758) was incurred, resulting in a net surplus of £11,948 (2019 net surplus of £8,252).

#### **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 12 months cost of central fixed costs.

#### **Investment policy**

Given the UK's current financial uncertainty following the EU referendum result, the Group has adopted a risk averse strategy to the investment of its funds. All funds are held in cash using only mainstream banks or short-term investments funds administered by the Scout Association amounting to £4,808 (2019 £4,792).

Signed on behalf of the Charity Trustees

  
.....  
Adrian Kyte. Chairman 2nd November 2020

## Broadstone Scout Group Receipts and Payments Account

	Year start date		Year end date
For the year from	01-Apr-19	To	31-Mar-20

### Receipts and payments

	2019/20	2018/19
	Unrestricted funds	Unrestricted funds
	£	£
<b>Receipts</b>		
Donations, legacies and similar income		
Membership subscriptions	30,908	28,039
Less: Membership subscriptions paid on (National/County/Area/District)	(8,377)	(7,733)
Net membership subscriptions retained	22,531	20,306
Donations	768	2,480
Camps	13,994	11,611
Other activities	4,585	10,828
Gift Aid	-	5,155
Other similar income	137	1,183
<b>Sub total</b>	<b>42,014</b>	<b>51,564</b>
Grants		
Maintenance grant	-	-
Other grants	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>
Fundraising (gross)		
Other fundraising activities	3,282	2,503
Detail 2	-	-
Detail 3	-	-
Other fundraising activities	-	-
<b>Sub total</b>	<b>3,282</b>	<b>2,503</b>
Investment income		
Bank interest	-	-
Building Society interest	-	-
The Scout Association Short Term Investment Service	17	28
Property Rent income	3,640	3,915
Other investment income	-	-
<b>Sub total</b>	<b>3,657</b>	<b>3,943</b>
<b>Total Gross Income</b>	<b>48,953</b>	<b>58,010</b>
Asset and investment sales, etc.	-	-
<b>Total receipts</b>	<b>48,953</b>	<b>58,010</b>

# Broadstone Scout Group

## Receipts and Payments Account

	Year start date		Year end date
For the year from	01-Apr-19	To	31-Mar-20

### Receipts and payments

	2019/20	2018/19
	Unrestricted funds	Unrestricted funds
	£	£
<b>Payments</b>		
Charitable Payments		
Youth programme and activities	9,133	14,779
Adults support and training	319	352
Rent	435	435
Water and Sewerage	308	363
Electricity and Gas	2,037	1,677
Insurance	2,925	2,817
Repairs and Renewals	1,227	1,476
Materials and equipment	-	-
Printing and photocopying	496	601
Contribution to camp costs	13,170	14,040
Uniforms and badges	2,228	2,559
AGM and trustee expenses	-	-
Cleaning	2,085	1,940
Sundry	1,779	3,996
Telephone	575	620
Sub total	36,717	45,657
<b>Fundraising expenses</b>		
Other fundraising costs	95	150
Detail 2	-	-
Detail 3	-	-
Other fundraising costs	-	-
Sub total	95	150
<b>Total Gross Expenditure</b>	36,812	45,807
Asset and investment purchases, etc.	193	3,951
<b>Total payments</b>	37,005	49,758
<b>Net of receipts/(payments)</b>	11,948	8,252
Cash funds last year end	39,369	31,117
<b>Cash funds this year end</b>	51,317	39,369

## Statement of assets and liabilities at the end of the year

	31st March 2020	31st March 2019
	Unrestricted funds	Unrestricted funds
	£	£
<b>Cash funds</b>		
Bank current account	45,730	33,550
Bank deposit account	388	387
Building society account	-	-
The Scout Association Short Term Investment Service	4,808	4,792
Cash/Floats	390	640
<b>Total cash funds</b>	<b>51,317</b>	<b>39,369</b>
<b>Other monetary assets</b>		
Tax claim	-	-
Debts due from the County/Area/District/Group	-	-
Insurance claim	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>
<b>Investment assets</b>		
Investment property - detail	-	-
Quoted investments	-	-
Other investments - detail	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>
<b>Non monetary assets for charity's own use</b>		
Badges stock	-	-
Shop stock	-	-
Other stock	-	-
Land and buildings	-	-
Motor vehicles	-	-
Scouting equipment, furniture etc	-	-
Other	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>
<b>Liabilities</b>		
Accounts not yet paid	-	-
Expenses incurred but not invoiced	-	-
Subscriptions not yet paid	-	-
Loan - detail	-	-
Other liabilities	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>

### Contingent liabilities and future obligations

The above receipts and payments account and statement of assets and liabilities were approved by the Trustees

on **2 November 2020** and signed on their behalf by:

Signature  
  


Print Name  
 Adrian Kyte                      Chair  
 Sue Rice                          Treasurer



## Independent Examiner's Report to the Trustees of the

BROADSTONE

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 3-5

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: Philip John Taylor PHILIP JOHN TAYLOR  
Qualification: H.M. INSPECTOR OF TAXES (RETIRED)  
Address: 10 FONTMELL ROAD  
BROADSTONE BH18 8NW  
Date: 29 JANUARY 2021