

# Trustees' Annual Report

For the period

From (start date)       to end date

## Section A

### Reference and administration details

Charity name

1st All Saints Sherburn in Elmet Scout Group

Other names the charity is known by

Registered charity number (if any)

5 0 6 5 2 9

HQ registration number

Charity's principal address

69 Church Hill

Sherburn in Elmet

Leeds

Postcode

L S 2 5 6 A X

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	Stacey Clarkson-Goode	Treasurer	
2	Helen Groot	Secretary	
3	David Omer	Chair	
4	Steven Foster	Trustee	
5	James Marshall	Trustee	
6	Martin Selby	Trustee	
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

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 # 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. 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.

### **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 a comprehensive insurance policies to ensure that insurable risks are covered.

## **Section C**

### **Objectives and activities**

#### **The Purpose of Scouting**

Summary of the objects of the charity set out in its governing document

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.

Summary of the main activities in relation to these objects

Whole group participation in the local events and camps; providing opportunities for a range of outdoor activities and crafts; marking Remembrance Sunday as a group both at the church service and with a respectful activity session; St Georges Day parade and church service; whole group and section led fundraising for charities; fundraising events; weekly section nights for Beavers, Cubs and Scouts which explore a variety of badge work which encompass the values of scouting.

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.

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

Income through fundraising events (£4642) was spent on improving the hut and purchasing equipment required to fulfil the varied and engaging programme of activities provided by the leaders. An ongoing commitment to improving the dedicated meeting space (the scout hut) was continued by

the installation of a new kitchen, allowing more cooking activities and safer/cleaner environment for the children and adult volunteers. Money raised for the replacement of the floor to further improve the safety of the hut. Significant outgoings of over £10,000 for camp and activity expenses demonstrate the number of opportunities provided to the young people over the year including several whole group camps. In excess of 900 badges were awarded to young people for participation in activities as demonstration of developing skills. Contributions to other charities and the wider community through food collections to Selby Food bank, we raised money for Save the Children Christmas Jumper Day and marked other national charity days. Ongoing and continued work to progress the knowledge and experiences of young people and provide skills for life, with a commitment to be inclusive to all. Hardship funds and equipment/uniform sharing available for families to allow all children every opportunity regardless of circumstances.

Section E	Financial Review
<p>Brief statement of the charity's policy on reserves</p> <p>Quantify and explain any designations</p>	<p><b>Reserves Policy</b></p> <p>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 running costs, circa £10,000.00</p> <p>The Group held reserves of approximately £10,000.00 against this at year end. This is at the level required for operating expenses.</p>
<p>Details of any funds materially in deficit (circumstances plus steps to eliminate)</p>	
<p>Further financial review details (optional information)</p> <p>You <b>may choose</b> to include additional information, where relevant, about:</p> <ul style="list-style-type: none"> <li>the charity's principal sources of funds (including any fundraising);</li> </ul>	<p><b>Investment Policy</b></p> <p>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 or building societies.</p>

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

• investment policy and objectives;

#### Section F

#### Other Optional Information

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

#### Section G

#### Declaration

The trustees declare that they have approved the trustees' report above

Signed on behalf of the charity's trustees

Signature(s)

David Jonathan Omer

Helen Groot

Full name(s)

David Jonathan Omer

Helen Groot

Position (eg Secretary, Chair)

Chair

Secretary

Date

20181203

# Sherburn Scout Group

## Receipts and Payments Account

For the year from	2019	To	2020
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### Receipts and payments

	2018/19 Unrestricted funds £	2019/20 Unrestricted funds £
<b>Receipts</b>		
<b>Donations, legacies and similar income</b>		
Membership subscriptions	5,397	10,125
Less: Membership subscriptions paid to District	5,963	6,234
Net membership subscriptions retained	11,360	16,358
Donations	2,865	4,440
Legacies	-	-
Gift Aid	-	-
Other similar income	7,961	13,093
<b>Sub total</b>	<b>22,186</b>	<b>33,891</b>
<b>Grants</b>		
Maintenence grant	-	-
Other grants	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>
<b>Fundraising (gross)</b>		
Christmas Jumper Night	-	70
Bag to School	-	132
<b>Sub total</b>	<b>-</b>	<b>202</b>
<b>Investment income</b>		
Bank interest	-	-
Building Society interest	-	-
The Scout Association Short Term Investment Service	-	-
Property Rent income	-	-
Other investment income	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>
<b>Total Gross Income</b>	<b>22,186</b>	<b>34,093</b>
<b>Asset and investment sales, etc.</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>22,186</b>	<b>34,093</b>

# Sherburn Scout Group

## Receipts and Payments Account

For the year from	1st April 2019	To	31st March 2020
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### Receipts and payments

	2018/19 Unrestricted funds £	2019/20 Unrestricted funds £
<b>Payments</b>		
<b>Charitable Payments</b>		
Youth programme and activities	11,169	9,793
Adult support and training	-	340
Rent	-	-
Water and Sewerage	147	172
Electricity and Gas	-	-
Insurance	542	549
Repairs and Renewals	1,351	233
Materials and equipment	1,618	3,654
Printing and photocopying	-	-
Contribution to camp costs	4,368	7,662
Uniforms	949	2,023
AGM/Bonfire Night/Gala	1,067	1,149
Council Tax	127	85
Internet	-	34
Fees	-	116
Grass Cutting	150	200
<b>Sub total</b>	<b>21,488</b>	<b>26,010</b>
<b>Fundraising expenses</b>		
Christmas Jumper Night - Donation to Save the Children	-	70
<b>Sub total</b>	<b>-</b>	<b>70</b>
<b>Total Gross Expenditure</b>	<b>21,488</b>	<b>26,080</b>
<b>Asset and investment purchases, etc.</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>21,488</b>	<b>26,080</b>
<b>Net of receipts/(payments)</b>	<b>698</b>	<b>8,012</b>
<b>Cash funds last year end</b>	<b>-</b>	<b>-</b>
<b>Cash funds this year end</b>	<b>698</b>	<b>8,012</b>



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

	1st April 2019	31st March 2020
	Unrestricted funds	Unrestricted funds
	£	£
<b>Cash funds</b>		
Bank current account	19,268	28,111
Bank deposit account	-	-
Building society account	-	-
The Scout Association Short Term Investment Service	-	-
Cash/Expense Account	2,523	1,693
<b>Total cash funds</b>	<b>21,791</b>	<b>29,804</b>
<b>Other monetary assets</b>		
Tax claim	-	-
Debts due from the County/Area/District/Group	-	-
Insurance claim	-	-
<b>Sub total</b>		
<b>Investment assets</b>		
Investment property - detail	-	-
Quoted investments	-	-
Other investments - detail	-	-
<b>Sub total</b>		
<b>Non monetary assets for charity's own use</b>		
Badge stock	-	-
Shop stock	-	-
Other stock	-	-
Land and buildings	-	-
Motor vehicles	-	-
Scouting equipment, furniture etc	-	-
Other	-	-
<b>Sub total</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>		

## Contingent liabilities and future obligations

The above receipts and payments account and statement of assets and liabilities were approved by the Trustees on 27th Sept 2020 (the date of the Executive Committee meeting that approved the accounts) and signed on their behalf by

Signature

David Jonathan Omer BEng CEng MICE

S.Clarkson-Goode

Print Name

Chair

Treasurer

# England & Wales

## Unqualified report for a non-company charity preparing receipts and payments accounts with a gross income of £250,000 or less in the relevant financial year

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### Independent examiner's report to the trustees of 1<sup>st</sup> All Saints Sherburn in Elmet Scout Group

I report to the trustees on my examination of the accounts of the 1<sup>st</sup> All Saints Sherburn in Elmet Scout Group for the year ended 31<sup>st</sup> March 2020

### Responsibilities and basis of report

As the charity trustees of the 1<sup>st</sup> All Saints Sherburn in Elmet 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 1<sup>st</sup> All Saints Sherburn in Elmet 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(5)(b) of the Act.

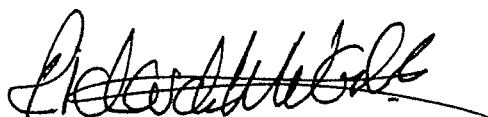
### Independent examiner's statement

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 1<sup>st</sup> All Saints Sherburn in Elmet 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: Richard Worlock

Relevant professional qualification or membership of professional bodies (if any):

Address: 17 Pasture Avenue, Sherburn in Elmet, North Yorkshire, LS25 6LG

Date: 6<sup>th</sup> February 2021