



21st Hendon (3rd Mill Hill)

Boy Scouts Group

Charity Number: 303491

**Trustees' Annual Report & Financial Statements
for the Period
1 April 2019 to 31 March 2020**

January 2021

21st Hendon (3rd Mill Hill) Boy Scouts Group

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ference & Administration Details

arity Details:

Name: 21st Hendon (3rd Mill Hill) Group Boy Scouts

Working Name: 21st Hendon Scouts Group
In this report referred to as the Charity

Number: 303491

Address: c/o 26 Lyndhurst Avenue, London NW7 2AB

Names of the Charity Trustees who Manage the Charity

<i>Name</i>	<i>Office</i>
William Taylor	Group Scout Leader
Edward Davis	Treasurer
Julia Findon	

Names & Addresses of Advisors

<i>Role</i>	<i>Name</i>	<i>Address</i>
Bank	NatWest Bank	Edgware Branch
Independent Examiner	Martin Crane	Mill Hill

Names of Senior Staff with Delegated Responsibilities

None

Structure, Governance & Management

Description of the Charity's Trusts

The 21st Hendon (3rd Mill Hill) Group of Boy Scouts has been established according to the Rules of and is recognised by The Boy Scouts Association (hereinafter referred to as "The Association") an Association incorporated by Royal Charter.

Type of Governing Document:

Trust Deed Dated 9 November 1954

How the Charity is Constituted:

How New Trustees are Inducted and Trained:

New Trustees often will have a Scouting background either from their own childhood or via their children. The Scout Association has a module regarding responsibilities, roles and Rules for Trustees as part of the mandatory 'getting started' training for all Adult in Scouting.

Statutory Declaration on Public Benefit

The trustees declare that they have complied with their duty to have due regard to the guidance on public benefit published by the Charity Commission in exercising their powers or duties.

Executive Summary

Looking back at the year it seems dominated by Coronavirus issues which are likely to be with us for some time but the first nine months were 'Scouting as usual'. We have a really good mix of girls and boys but it is the adult support from the uniformed leaders and Trustees who make our Scout Group successful. So many kind words, letters, boxes of chocolates and the odd bottle of wine from grateful parents says it all; we seem to be continuing 'doing the right thing'.

Activities, Achievements & Performance

The 21st Hendon Scout Group is based in Mill Hill, NW7 and consists of Cub and Scout sections. Membership across the sections is about 40.

The sections meet regularly at our HQ, The Quest Centre, Scout Way, London, NW7 3JW.

The group activities are in compliance with the policy, organisation and rules of the Scouts Association.

Only a couple of camps this year is a disappointment; camps were planned with enough participants but as the date approached Scouts dropped out. Some for good reason but clearly we need to get camps longer than a weekend, back on the regular agenda.

Troop and pack night have been a success and nearly all the young people attended regularly during the Financial Period.

Since the end of the Financial Year, the outbreak of Covid-19 and the consequent introduction of lockdowns and other restrictions has severely limited the Trust's activities. However we have been able to organise remote/on-line activities using Zoom meetings where cubs and scouts were able to engage in activities in their own homes – eg: making things like mustard and cress hair and cakes in mugs. They ran round their homes collecting things causing gentle mayhem and even practiced knots and square lashings from material dropped off at their homes. We have continued to work on developing leadership skills to continue and widen and have succeeded in retaining around 50% of the Trust's pre-pandemic membership.

Financial Review

Statement of the Charity's Policy on Reserves

The Charity's main source of income, other than members' subscriptions and contributions to its activities, come from payments for use of its Quest Centre premises by other community organisations and the freehold income from the block of flats known as Sovereign House under which the Quest centre is built.

The main risk to the Charity's main source of income is that existing user or users is/are unable to continue, resulting in a significant fall in income for a significant period of time until a new user or users can be found and become established.

State of the Charity's Finances

In the financial period 2019-2020 the Charity had sufficient income and resources to cover all its commitments and to be able to make appropriate advance provisions for significant future commitments. The Trustees have therefore determined to create three new Designated Funds and to commence making appropriate transfers to those Designated Funds from the General funds, as indicated below.

Restricted Funds

The Charity has no Restricted Funds.

Designated Funds

The has the following Designated Funds with the indicated target funding levels:

Quest Centre Renovation Fund: A fund to enable the Charity to undertake periodic renovations to the fabric, furnishings and equipment of the Quest Centre to ensure that it is environmentally & ecologically appropriate for those who use it and maintains compliance with current Health & Safety requirements.

The Trustees have determined that it would be prudent for the Fund to be up to £10,000

Quest Centre Maintenance Fund: A fund to enable the Charity to undertake essential emergency repairs and enhancements to the fabric, furnishing and equipment of the Quest Centre to ensure that it remains in good working order and compliant with current Health & Safety requirements.

The trustees have determined that it would be prudent for the Fund to be up to £10,000

Sovereign House Maintenance Fund: A fund to enable the Charity to undertake essential routine and/or emergency repairs and enhancements to the fabric, furnishing and equipment of Sovereign House to ensure that it remains in good working order and compliant with current Health & Safety requirements.

The trustees have determined that it would be prudent for the Fund to be up to £10,000

Note: Insurance covers the cost of repairs to, or the rebuilding of, both the Quest Centre and Sovereign House in the event of accidental damage.

Declarations

Particulars of Any Outstanding Guarantee Given by the Charity

The Trustees declare that the charity has given no guarantee where potential liability is outstanding at the date of the statement of assets & liabilities.

Particulars of Any Outstanding Debt

The Trustees declare that the charity has no outstanding debts which are secured by an express charge on any of the assets of the charity at the date of the statement of assets & liabilities.

Approval of this Trustees' Annual Report

The Trustees declare that they have approved the above report and authorised that it be signed on their behalf.



Independent Examiner's Report

I report to the Trustees on my examination of the accounts of the 21st Hendon (3rd Mill Hill) Group Boy Scouts (the Trust) for the year ended 31 March 2020 set out on pages 6 to 8.

Responsibilities and Basis of the Report

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

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 Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records.
3. the accounts did 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.

Signed:



Date:

1 February 2021.

Name: M J Crane FCA

Receipts & Payments for the Financial Year to 31-Mar-20

	<u>Apr'19-Mar'20</u>	<u>Previous Year</u>
RECEIPTS	£	£
Subscriptions	3,943.61	6,548.40
Gift Aid	0.00	0.00
Bank interest & Refund of charges	110.55	20.66
Camps & Outings	0.00	70.00
Scout Equipment	150.00	15.00
Sub-total - Scout Activities	4,204.16	6,654.06
Quest Centre		
WhizzKids	15,966.60	15,316.67
Lettings	920.00	0.00
Copying Reimbursed	714.56	731.11
Services Reimbursed	4,691.73	5,225.74
Ground Rents	2,376.00	2,800.00
Recovery of legal costs	1,367.00	15,056.00
Sub-total - Quest Centre	26,035.89	39,129.52
TOTAL RECEIPTS	30,240.05	45,783.58

	<u>Apr'19-Mar'20</u>	<u>Previous Year</u>
PAYMENTS	£	£
Capitation Fees	1,558.80	2,082.20
Meetings	249.64	117.75
Camps & Outings	777.87	3,410.82
Badges & Training	686.24	667.58
Equipment	1,168.40	1,386.00
Insurance	223.90	0.00
Support Costs		
Professional Fees	1,260.00	0.00
Sub-total - Scout Activities	5,924.85	7,664.35

Quest Centre		
Utilities	6,530.92	7,507.33
Council Tax	272.16	266.22
Sovereign Ho. Service Charges	2,158.92	6,621.13
Replacement lighting	668.80	0.00
Maintenance	4,173.60	1,511.32
Maintenance (Shared)	1,138.06	42.78
Copier	795.81	624.74
Cleaning	821.41	541.73
Sub-total - Quest Centre	18,550.68	17,115.25

TOTAL FUNDS

	<u>Apr'19-Mar'20</u>	<u>Previous Year</u>
	£	£
Funds Brought Forward	38,592.32	17,588.34
Net of Receipts & Payments	7,755.52	21,003.98
Represented by Cash at Bank	46,347.84	38,592.32

Statement of Assets & Liabilities at 31-Mar-20

At the end of the financial year the trustees decided to designate £25,000 of the general fund as follows

	<u>Apr'19-Mar'20</u>	<u>Previous Year</u>
	£	£
Designated Funds		
Quest Centre Renovations	10,000.00	---
Quest Centre Maintenance	5,000.00	---
Sovereign House Maintenance	10,000.00	---
Balance, General Fund	21,347.84	38,592.38
Cash Funds at Bank and in Hand	46,347.84	38,592.38
 Money owed to the charity at the year end		
Gift Aid claim	673.75	0.00
Other	15.04	0.00
	688.79	0.00
 Money owed by the charity at the year end		
Other	1,041.02	0.00
	1,041.02	0.00
 Assets retained for charity's own use.		
Sovereign House & Quest Centre	---	---



W Taylor, Group Scout Leader

Notes to the Accounts

Accounting Policies

The financial statements have been prepared in accordance with the Charities Act 2011 Section 133, using the Receipts and Payments basis available to small charities.

Sovereign House and the Quest Centre

The current trustees hold the Freehold land and property, known as Sovereign House and the Quest Centre, on trust for the benefit of the 21st Hendon (3rd Mill Hill) Group Boy Scouts.

In accordance with Charity Commission guidance, any payment for the use of the property by other organisations is based on an independent professional valuation of such use of the property.

Assets Retained for Own Use

The Charity maintains a record of Assets Retained for Own Use where:

- (a) the asset directly contributes to the charitable (scouting) activities of the Charity;
- (b) the asset potentially has a realisable value (*ie*: could be sold to generate income);
- (c) the cost or market value of the asset on acquisition was greater than £1000

However such assets are NOT capitalised, *ie*: their notional value is not treated as a cash asset and any market-changes to their notional value is NOT treated as income or expenditure (*ie*: as in Accruals accounting).

Significant Differences from Previous Year

Gift Aid:

No claim was made to recover Gift Aid in the previous financial year to March 2019. A backdated claim was made in the financial year to March 2020 but was not received until after the end of the year. The backdated £674 Gift Aid will be included in the financial year to March 2021.

Other Receipts:

The large receipt in the previous year was a refund from an insurance claim initiated in the prior year ended Mar'18

Insurance Payments:

The high level of insurance payments in the previous period was due to the ongoing insurance claim referred to above, and was included in the total amount subsequently reimbursed.

Money Owed by the Charity:

This relates to purchases made by the charity which had not been paid for at the end of the financial period – something which had not been reported the previous year.

Reimbursement of Out-of-Pocket Expenses

Out-of-pocket expenses are reimbursed at cost on presentation of the relevant Point-of-Sale receipts. No out-of-pocket expenses were reimbursed to trustees during the financial period.

Reimbursement of purchases on behalf of the charity.

Purchase of services and consumables on behalf of the charity are reimbursed at cost on presentation of the relevant Point-of-Sale receipts.

Salaries & Professional Fees

No trustee receives any payments for the services they provide to the charity.

In the current financial year the charity employed no staff or external contractors to deliver its charitable activities;