



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From 1st April 2020 to 31st March 2021

Charity name: 8th Chelmsford Scout Group

Charity registration number: 302036

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	Scouting exists to actively engage and support young people in their personal development, empowering them to make a positive contribution to society.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	Games, Crafts, Cookery, Camping, Navigational skills, Fundraising, Rock climbing.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	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.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	N/A
Policy on social investment including program related investment	Para 1.38	N/A
Contribution made by volunteers	Para 1.38	The Group Scout Leader, Section Leaders and Executive Committee members are all Volunteers.
Other		

Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p>The charity works with young people to enable them to take an active part in their community and make a positive difference to their own lives and those they meet both within Scouting and in the wider environment.</p> <p>With significant challenges faced during the Covid 19 pandemic the group continued to provide a weekly online meeting for all young people plus several family quiz's/activities. These meetings were important for people to be able to stay connected.</p> <p>The overall group numbers increased at a very difficult time which was a great achievement for the group.</p>

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	
Other		

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	The annual accounts show that everyday activities are funded through subscriptions, donations and fund raising and this is cost neutral.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	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 £20,000.
Amount of reserves held	Para 1.22	The Group held reserves lower than this at year end, however this can be explained by the reduction in key fundraising activities due to Covid 19 restrictions.
Reasons for holding zero reserves	Para 1.22	N/A
Details of fund materially in deficit	Para 1.24	N/A
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	N/A

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	The Groups principal sources of income are subscriptions and fundraising. We were unable to carry out our normal fundraising activities due to Covid 19 restrictions but received grants for equipment to assist getting back together post Covid.
Investment policy and objectives including any social investment policy adopted	Para 1.46	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
A description of the principal risks facing the charity	Para 1.46	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.

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (Trust deed, royal charter)	Para 1.25	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.
How is the charity constituted? (e.g., unincorporated association, CIO)	Para 1.25	The Group is a trust established under its rules which are common to all Scouts.
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	The Trustees are appointed in accordance with the Policy, Organisation and Rules of The Scout Association.

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	Members of the Executive Committee complete 'Essential Information for Executive Committee' training within the first 5 months of joining the committee.
The charity's organisational structure and any wider network with which the charity works	Para 1.51	<p>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.</p> <p>The Committee consists of 3 independent representatives, Chair, Treasurer and Secretary together with the Group Scout Leader, individual section leaders (if opted to take on the responsibility) and parent's 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.</p>
Relationship with any related parties	Para 1.51	N/A

Reference and Administrative details

Charity name	8th Chelmsford Scout Group
Other name the charity uses	N/A
Registered charity number	302036
Charity's principal address	The Scout Hut Langton Avenue Chelmsford CM12BP
	Correspondence Address: Mr S Collett 47 Belvedere Road Chelmsford Essex CM3 4RD

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Stuart Collett	Group Scout Leader		District Commissioner
2	Vicki Carcary	Beaver Leader		Group Scout Leader
3	Jenny Playford	Treasurer		Group Scout Council
4	Phil Stevens	Trustee		Group Scout Council
5	Steven Hugh	Chair	From 30/06/21	Group Scout Leader
6	Michael Cook	Trustee		Group Scout Council
7				
8				

Corporate trustees – names of the directors at the date the report was approved

Director name		
N/A		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	
Scout Association Trust Corporation		Land and building held on behalf of the Scout Group who retain the financial liability for the maintenance and upkeep of the building and land.

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	N/A
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	N/A
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	N/A

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (Optional information)

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Exemptions from disclosure

Reason for non-disclosure of key personnel details

N/A

Other optional information

N/A

Declarations

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

Signed on behalf of the charity's trustees

Signature(s)	S. Hugh	S. Collett
Full name(s)	Steve Hugh	Stuart Collett
Position (eg Secretary, Chair, etc)	Chair	Group Scout Leader
Date	18/11/2021	

REGISTERED CHARITY NUMBER: 302036

UNAUDITED FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2021

FOR

8th CHELMSFORD SCOUT GROUP

Baverstocks
Chartered Accountants
Dickens House
Guithavon Street
Witham
Essex
CM8 1BJ

8th CHELMSFORD SCOUT GROUP

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FOR THE YEAR ENDED 31 MARCH 2021

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8th CHELMSFORD SCOUT GROUP

GENERAL INFORMATION

FOR THE YEAR ENDED 31 MARCH 2021

Full Name

8th Chelmsford Scout Group

Registered Charity Number

302036

Main Address

Langton Hall

Melbourne

Chelmsford

Essex

CM1 2BP

Trustees

Philip Stevens

Stuart Collett

Mike Cook

Bryan Carcary

Victoria Carcary

Jennifer Playford

Steve Hugh

Bankers

National Westminster Bank Plc

Metro Bank

Independent Examiner

Baverstocks

Chartered Accountants

Dickens House

Guithavon Street

Witham

Essex

CM8 1BJ

Website

www.8thchelmsfordscoutgroup.co.uk

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
8th CHELMSFORD SCOUT GROUP

I report on the accounts for the year ended 31 March 2021 set out on pages three to five.

Responsibilities and basis of 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 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 which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Philip Lawrence FCA
Baverstocks
Chartered Accountants
Dickens Huse
Guithavon Street
Witham
Essex
CM8 1BJ

Date: 21-10-21

8th Chelmsford Scout Group
RECEIPTS AND PAYMENT ACCOUNT
FOR THE YEAR ENDED 31 MARCH 2021

RECEIPTS

	<u>2021</u>		<u>2020</u>	
	£	£	£	£
Donations and Grants	23,014		211,664	
Subscriptions	1,412		3,326	
Joining fee	-		-	
Family camps	-		120	
Fund raising	-		3,218	
Gift Aid	167		-	
Interest / Bank bonuses	486		596	
Rent Received	2,935		8,661	
		28,014		227,585

PAYMENTS


Scout Hall Expenses	1,347		6,266	
Light and heat	1,421		1,561	
Ground rent, rates, waste	327		635	
Water / Sewage	166		-	
Hall Rent	675		1,316	
Cleaning	638		1,371	
Insurance	2,296		2,316	
Capitation to district	1,989		1,528	
Group equipment	1,364		130	
Leader training	-		-	
Internet	504		210	
Section expenses - Beaver	53		235	
Section expenses - Cub	50		121	
Section expenses - Scout	75		457	
Miscellaneous group costs	532		623	
Family camps	-		911	
Fund raising	-		860	
		11,437		18,540
Surplus for the year	£	<u>16,577</u>	£	<u>209,045</u>

8th Chelmsford Scout Group

STATEMENT OF ASSETS AND LIABILITIES AT 31 MARCH 2021

			<u>2021</u>		<u>2020</u>
	<u>Note</u>	£	£		
<u>Fixed assets</u>	1		766,570		766,570
<u>Current Assets</u>					
Bank current accounts		74,384		13,420	
Bank reserve account	2	317		317	
Building society account		759		759	
Secure trust bank	3			44,387	
			75,460		58,883
<u>Total assets</u>			£ <u>842,030</u>	£	<u>825,453</u>
<u>Represented by</u>					
<u>General funds</u>					
Balance brought forward		825,453		616,408	
Surplus for the year		16,577		209,045	
Balance carried forward			£ <u>842,030</u>	£	<u>825,453</u>

The financial statements are prepared in accordance with the rules set out by the Charity Commission

 15/11/2021
Steve Hugh - Trustee

 14/11/2021
Jennifer Playford - Trustee

Notes forming part of the accounts to 31 March 2021

1 Fixed Assets

<u>Scout Headquarters</u>	<u>Freehold</u>	<u>Freehold</u>	<u>Total</u>
<u>Cost</u>	<u>Land</u>	<u>Improvements</u>	
Balance brought forward	2,000	764,570	766,570
Additions during the year	-	-	-
Balance carried forward	£ <u>2,000</u>	£ <u>764,570</u>	£ <u>766,570</u>

2 The bank reserve account is designated as building fund - the purpose of this account is to hold funds designated for the purpose of HQ building works and associated costs. As at 31 March 2020 there are no restricted funds.

3 The Secure Trust bank account was designated as the Poole Family Scout Legacy Fund. The purpose of the account is to hold funds designated for Scouting purposes and activities as approved by the group executive committee. During the year the secured trust bank closed the accounts and the balance transferred into a bank current account. Subsequent to 1st April 2021 these funds were transferred to a designated Metro Bank account.

The legal owner of the land and building is with the SATC and that we as 8th Chelmsford Scout Group retain the beneficial rights and the maintenance obligations.

REGISTERED CHARITY NUMBER: 302036

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