



3rd/9th Welwyn Garden City Scout Group Annual Report



FOR YEAR ENDED 31 DECEMBER 2021

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ANNUAL REPORT

FOR YEAR ENDED 31 DECEMBER 2021

1. REFERENCE AND ADMINISTRATION DETAILS

Trustees

The Trustees are all members of the Group Executive which include the following:

Ex-Officio Members:

Group Chairman	Claire Gilchrist
Group Scout Leader	Mary Thorpe
Group Treasurer	Vacant (Yukiko Hewetson from June 2021)
Group Secretary	Lee Mansfield
Beaver Leader	Barry Stedham
Acting Cub Leader	Viv Owen
Scout Leader	Alex Smith
Explorer Scout Leader	Graham Corton

Nominated Members:

Beaver Representative	Vacant
Cubs and Scouts Representative	Jackie Doney
Explorer Representative	Vacant
Chair of the Hut Committee	Cliff Chappell
Hut Lettings Secretary	Siobhan Smith

Other Group Leaders¹:

Assistant Beaver Leaders	Keith Poole, Kirke Raava (stood down in year), Jennifer Doel, Mark Welch and Rox Patemen (joined in year)
Assistant Cub Leader	April Smith and Alan Clarke (Joined in year)
Assistant Scout Leaders	Richard Hargrave, Richard Stedham, Marta Saiz (stood down in year), Vicente Forcada, Luke Kingwell, Freyja Smith
Assistant Explorer Scout Leaders	Ian Wright, Siobhan Smith

Group Details:

Group Registration Number	46061
Charity Registration Number	1051804
Contact Name and Address	Secretary, Lee Mansfield, 3rd/9th Welwyn Garden City Scout Group, Great Dell, Welwyn Garden City, Herts AL8 7HY
Bankers	HSBC Barclays Bank
	Howardsgate 12-12A Howard Centre
	Welwyn Garden City Welwyn Garden City
	AL8 6BH AL8 6HA

¹ These roles are not Executive Committee Members

Structure, Governance and Management

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 which are common to all Scouts.

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

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.

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 parents/carers representation.

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.

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 significant payments and comprehensive insurance policies to ensure that insurable risks are covered.

Aims and Objectives

Purpose: 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 cooperate with others and make friends.

The Scout Method: Scouting takes place when young people, in partnership with



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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.

2. ACHIEVEMENTS AND PERFORMANCE

Chair's Introduction



No one can deny how hard the Team worked in 2021 to manage the challenges that continued to be thrown at the Group by the pandemic. For my introduction to our annual report though I want to touch on the fantastic opportunities available as we bounce back.

I'm writing this off the back of my son, Tom, taking part in the Introduction to the Hills event (<https://itthherts.blogspot.com/>) over the Bank Holiday weekend with Scouts. Tom was able to take part in hill walking, mountain biking, rock climbing and caving at very little cost due to the

generosity of others in the scouting movement giving up their time. And he ate like a king on the event! If you haven't seen this before, I would recommend looking it up – you can find details of this on the county page at: <https://www.hertfordshirescouts.org.uk/calendar/> where there are activities listed such as the green beret event. ITTH is a great event to help encourage their confidence and independence, and meets with the Scouting ethos described above.

This weekend (7th-8th May 2022) has seen several scouts, explorers and leaders competing in the National Scouts Archery Competition. My son competed in this, and has gone from not being able to shoot, to taking part in national competitions, all thanks to the dedication of our scouting leaders, Richard, Graham and Siobhan. In the competition, Scouts and Leaders competed against others from around the country, and bagged an impressive Bronze and Silver for Target Archery, an under 18 bronze medal, and the leaders bagged Bronze and Silver for Target Traditional Longbow and a Silver medal in the over 18's group. I can't remember being prouder of 3rd and 9th WGC Scouts! Seeing the Scout movement start to kick back into full operation again is so rewarding, and I would hope my son and others are starting to see the benefits of this as well.



On that note, I would like to extend my thanks to our leaders, at all levels from Beavers up to Explorers, for their dedication and hard work in providing a regular programme of meetings, both online and face to face activities in line with the restrictions we were under. The number of badges awarded shows the dedication of Scouts and leaders alike. But of course, this equally relies on parents bringing their children to us on a weekly basis for them to take part in these activities. So thank you, parents and leaders alike, and I look forward to a busy 2022-2023!

Claire Gilchrist

Group Scout Leader Report

I wish to thank our Leaders for their tireless dedication in providing a regular programme of on-line meetings and face to face activities in line with the restrictions we were under in the course of the year. All sections maintained their enthusiasm and many young people gained a fabulous number of badges throughout the year, as detailed in the section reports.

Having established an alternative style of programme in 2020, the momentum for this was maintained in the first half of 2021 with the younger sections enjoying regular Zoom sessions and the older sections using their Scouting skills in online activities and challenges. Sadly, another summer of camping was lost and many activities were compromised with the need to socially distance. As restrictions eased there was much media coverage on the impact on young people of spending so much time without social interaction and the surge in enquires for membership continues with many young people waiting for places. We're all hoping that 2022 will see Scouting return to being able to offer our young people a full range of experiences.



While we are fortunate enough to have a hut of our own, in such a wonderful setting, there is an on-going maintenance challenge. We are hugely grateful to Cliff Chappell for his forty plus years of dedication to maintaining the hut and site. Cliff's contribution was formally recognised in the summer with the presentation of a Scout Association Medal of Merit - a well-deserved award!

During the last few weeks of 2021, we were thrilled to hear that three of our young people had been selected to attend the next World Scout Jamboree in South Korea in 2023. This reflects their own interpersonal skills and the scouting skills that they have acquired with us. We are incredibly proud of them, wish them well for their fund-raising and look forward to hearing about their experiences when they return.

As a Group we are trying to keep pace with the demand from local young people for Scouting and our personal sadness is that we could take more young people, but are limited by the number of adult leaders willing to give their time. During the year Mark Welch joined us as a Beaver Leader and at the end of 2021 a further leader recruitment drive resulted in successfully recruiting three new leaders to join the team and I would like to welcome Alan Clarke and April Smith to Cubs and Rox Pateman to the Beaver section. We currently have a strong leadership team but need to plan ahead and encourage additional people to join us so that we can ensure the continuance of the group in future years.

Our Group Executive Committee have continued to give valuable assistance to the Group by ensuring that the administrative tasks required for us to operate were completed. The Group Executive meets on a termly basis and we currently need additional parents to join us so that the views of parents with children in each section are represented. If you feel that you might be able to help and join the Committee, please speak to one of the leadership team.

Mary Thorpe, Group Scout Leader

Muntjac Explorer Section

Covid has undoubtedly been a challenge for the Explorers. Despite being back together, we have been limited by the ever-changing rules and by bouts of covid cases.

We weren't able to go away at all in 2021 which was a great shame. We hope to have a few weekends away this year to ease everyone back into Scouting ways. We were however able to have a few fun sessions including going to the cinema and Clip and Climb in Potters Bar.

More recently the unit planned and designed an outdoor area for a class of deaf children which was very well received by the school. We have also been working on polishing up our lost skills, remembering how to use a compass, set a bearing and read a map.

There are currently 25 Muntjacs 4 of whom are completely new to scouting.

Graham Corton, Ian Wright, Siobhan Smith

Scout Troop

COVID again prevented us meeting face to face at the beginning of the year but we managed to keep going with various home challenge tasks such as completing the photography badge, making a funny video, growing cress heads, building a bridge to support a bag of sugar, creating a chin puppet and making pancakes. There was a good level of participation from the Scouts using the OSM tool to share our achievements.

After Easter we could meet face to face again but were restricted to outdoor activities. We were lucky that Wednesdays remained pretty dry so we made the most of the outdoor space and the woods. Our outdoor life revolved around games, hiking, collecting wood for fires to cook on, making doughnuts, setting trails, using what3words to navigate, building dens and an evening on the high ropes course at Stanborough.

At the summer break we said goodbye to five Scouts to start Explorers and received five from Cubs keeping our numbers constant. We also said goodbye to Marta as a leader due to new work commitments – thank you Marta for all you have done for the Group.

We remained outside and got wet and cold as the nights drew in during Autumn but still managed to meet every week. We continued to learn how to cook on fires, how disabilities can be overcome, archery, problem solving, build our own stoves out of cans, bowling at Stevenage and several wide games and treasure hunts. A highlight was the 17 Scouts who camped outside the hut in cardboard boxes, raising £195 for Herts Young Homeless – well done to all.

Congratulations to both Ellie and Melanie who used their scouting skills to get places at the 2023 world jamboree.

Alex Smith

Cub Section

Spring Term

We started the year with 23 Cubs, and just two leaders – Mary and Viv – but with assistance from the Beaver leaders, who we co-ordinated our programme with. Jennifer, in particular, was invaluable in hosting Zoom and being our technical wizard. The programme included some external providers – Fizz Pop Science for covering the Scientist badge, and Cambridge Astronomy for the Astronomy badge. We also did some cooking, games and Chinese New Year, with activities and Kahoot quizzes.

Summer Term

Happily, we were able to meet face to face for the summer term and had the assistance of two Explorers, Spencer and Nick, and continuing assistance from Beaver leaders. We made the most of being outdoors and face to face, with an emphasis on having fun, with activities including wide games, fire lighting, hikes in the woods and shelter building, as well as trips to the Cat Survival Trust, Vertigo high ropes and paddle boarding at Stanborough. We had hoped to take the Cubs (and Beavers) on camp in June, and were sad to cancel due to Covid.

Summer holidays

We ran 3 optional sessions during the summer holidays including a Bushcraft afternoon for the oldest Cubs.

Autumn Term

With the five oldest Cubs having moved up to Scouts and new Cubs joining, we now had 21 Cubs, with 2 Cub leaders and regular help from Keith and one Explorer, Nick. Later in the term, we were joined by April, who is now a regular leader (since then Alan has also joined us). The programme included games and activities at the hut, including an archery session, as well as visits to the fire station, Hebrew Congregation synagogue and playing real tennis at Hatfield.]

Though we weren't focusing on badge work, 155 badges were earned during 2021, including two Chief Scout Silver Awards and 28 Challenge Awards.

Viv Owen

Beaver Colony

Yet another confused year not just for 3rd/9th but the world, struggling with Covid. I am proud of the Beavers from the youngest to the oldest and of the leadership show by the Leaders. Mark Welch joined us as a leader and settled in incredibly well.

In view of the circumstances, we decided not to take in any new Beavers until we could get back to normality. We therefore had 18 Beavers for most of the year.

We were fortunate to still have Kirke's wonderfully creative input until a few days before she and her family left to join their catamaran in Turkey. From there, they will set sail, who knows where-to but somewhere around Barcelona during September, I am told. Then watch this space!

Unfortunately, we couldn't meet face to face until the Autumn term and had to have Zoom meetings which the Beavers took on board incredibly well again. As a result, the Group Executive decided to temporarily reduce the term fee. Sadly, the Remembrance Day parade had to be cancelled but we did our own thing. We walked from the hut to the WGC War Memorial where we saw the wreaths and crosses. We had the British Legion prayer and two minutes silence, as well as Jennifer playing The Last Post and Revillie on her trumpet. We did have some other face-to-face meetings such as kick the can, litter picking, bon-fire, water games, and Christmas crafts to mention a few.

The Recruitment meeting resulted in us getting a new leader, Roxanne, who is full of enthusiasm and inspiration. That gave us five leaders and an Explorer help, Ben who was a tremendous help, and 25 Beavers to look after.

During the year the Beavers earned 98 badges and two achieved their Chief Scout Bronze awards, which was excellent. In 2022 we will continue to work with those who can achieve the award before moving up to Cubs.

On behalf of our Leaders, I would like to thank all the parents and other Group Leaders who give us their support

Barry Stedham

Hut and Lettings Reports

Throughout 2021, we have managed to keep the hut in good repair.

In July we undertook a premises audit to review the site safety. This identified the need to have an asbestos survey done for the hut and couple of points were raised. We have noted these points and done some remedial work.

An electrical test was also done this year for all the wiring and electrical equipment.

Outside the Hut, some tree works were needed. We also had a demonstration for the defibrillator with parents. We were able to organise our group leaf clearing day in December which was well attended.

Looking ahead, we lease the site from Welwyn Hatfield Borough Council and as the lease approaches renewal in 2 years' time it remains the case that we will need to consider negotiating a longer lease or possibly buying the freehold, depending on the potential replacement of the hut. Replacement would involve a lot of fundraising.

Cliff Chappell

In 2021, COVID and Scout Association restrictions meant that we were unable to rent out the hut. There was some frustration with this from a disgruntled regular user but it was dealt with and we remain on good terms.

Managing any differences between Scout Association and national rules mean that we were able to allow a booking by the Scottish Country Dancers during the first easing of rules. While Scouts were on Amber alert, it was decided to honour their booking subject to additional precautions with their agreement that they would wear masks and keep ventilated.

Looking ahead, bookings remain fewer than in previous years but a small number of sessions are in the diary.

Siobhan Smith

3. FINANCIAL REVIEW

Treasurer's Report

Due to COVID-19, 2021 was still a quieter year for trips and activities compared to years prior to pandemic. However, due to not having any national lockdown in the second half the year, trips and activities have picked up and therefore expenses increased to £6,157.11 from £3,836.27 the year before.

Meeting and events continued successfully via Zoom in the beginning of the year when there was national lockdown. However, the Committee felt that in the circumstance it was not fair to charge parents £47 for the Spring and Summer subscription and therefore decided to charge discounted amount of £20 and £40 respectively. Annual income from subscriptions increased to £10,018.00 from £9,400.00 the year before but was lower than pre-pandemic £14,683 in 2019.

Renting out of the hut to Footsteps and other private parties was still affected by the pandemic. Footsteps rental was not affected as much but there was only one rental for private parties. Therefore, although rental income increased to £5,453.00 from £3,641, compared to pre-pandemic amount of £10,787, it was almost half the amount from 2019.

Due to the impact of the virus on the Group's activities and income, the Committee were successfully able to claim two grants, £10,240.93 and £8,000, from the local council. The result of this cash helped the Profit and Loss to recover from what would have been a loss to a profit of £14,657.04. This is significantly higher compared to pre-pandemic amount of £4,475.

Despite the ongoing pandemic, the Group's balance sheet continues to grow stronger with the cash balance increase from £71,944.29 as at 31st December 2020 to £ 86,388.64 as at 31st December 2021. Net assets increased from £ 76,294.29 to £90,951.33 over the same period.

Whilst it is pleasing to have a healthy level of cash to help provide for any unplanned expenditure, the Committee do expect to have to significantly draw down on these funds for hut improvements at some point in the future.

Operationally, the usage of the Online Scout Manager (OSM), which is integrated with GoCardless payments, along with newly introduced accounting software, Xero, continued to prove successful.

The role of treasurer changed from Denham Holmes to Yukiko Hewetson in the middle of the year. Using Xero has made the transition easier but unfortunately changing of bank mandates have been a slower process. Also, Gift Aid was not able to be processed in 2021 due to the fact Denham Holmes was not on the list of Trustees. It will be claimed in 2022.

It is worth pointing out again to adults paying the subscription fee that they have to complete the Gift Aid section in OSM to enable the Group to claim the additional 25%



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from the Government. It is voluntary, but it is possible that some parents are not aware of the need to make this donor declaration within the OSM tool themselves.

A Receipts and Payments Accounting Basis has been used to prepare the accounts which is consistent with other years and complies with the appropriate legal requirements. The independent examiner of the 2021 accounts is Alex Bailey of Welwyn Garden City.

Yukiko Hewetson, Treasurer designate



CHARITY COMMISSION
FOR ENGLAND AND WALES

Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name
3rd/9th Welwyn Garden City Scouts

On accounts for the year
ended

31 December 2021

Charity no
(if any) 10512804

Set out on pages

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended DD / MM / YYYY.

Responsibilities and
basis of report

As the charity's trustees, 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

~~The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. Delete [] if not applicable.~~

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below *) which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- 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.

* Please delete the words in the brackets if they do not apply.

Signed: A. Bailey

Date: 04/05/2022

Name: Alexandra Bailey

Relevant professional
qualification(s) or body

ACCA

(if any):	
Address:	10 Densley Close
	Welwyn Garden City
	AL8 7JX

Section B	Disclosure
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Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

N/A

Balance Sheet

3rd/9th Welwyn Garden City Scouts

As at 31 December 2021

Account	31 Dec 2021	31 Dec 2020
Current Assets		
Cash at bank and in hand		
Barclays Hut	21,565.97	16,381.46
HSBC Saver	23,186.73	23,184.41
HSBC Scout	28,669.79	19,525.29
Scouts Charity Deposit Account	12,966.15	12,853.13
Total Cash at bank and in hand	86,388.64	71,944.29
Accrued Income	4,350.00	4,350.00
Total Current Assets	90,738.64	76,294.29
Creditors: amounts falling due within one year		
VAT	(212.69)	0.00
Total Creditors: amounts falling due within	(212.69)	0.00
Net Current Assets (Liabilities)	90,951.33	76,294.29
Total Assets less Current Liabilities	90,951.33	76,294.29
Net Assets	90,951.33	76,294.29
Capital and Reserves		
Current Year Earnings	14,657.04	8,665.42
Retained Earnings	76,294.29	67,628.87
Total Capital and Reserves	90,951.33	76,294.29

Profit and Loss

3rd/9th Welwyn Garden City Scouts
For the year ended 31 December 2021

Account	2021	2020
Turnover		
Capitation	(5,760.00)	(4,970.00)
Contribution to sales of Trips & Activities	752.00	2,482.48
Rent of Hut	5,453.00	3,641.42
Sales - Subscriptions	10,018.00	9,400.00
Total Turnover	10,463.00	10,553.90
Cost of Sales		
Costs - Subsistence/Expenses	734.81	774.26
Costs - Tickets/Entry	4,323.15	1,884.04
Costs - Travel	22.00	609.87
Costs - Uniform/Equipment to be sold	763.31	298.50
GOCardless fees	313.84	269.60
Total Cost of Sales	6,157.11	3,836.27
Gross Profit	4,305.89	6,717.63
Administrative Costs		
Cleaning	1,088.40	1,040.00
General Expenses	251.33	79.98
Insurance	1,228.58	1,244.90
IT Software and Consumables	313.10	0.00
Light, Power, Heating	1,481.15	1,949.73
Overheads - Food & Drink	55.60	36.07
Overheads - Materials	1,171.36	292.52
Rent	50.00	50.00
Repairs & Maintenance	3,365.60	3,784.83
Total Administrative Costs	9,005.12	8,478.03
Operating Profit	(4,699.23)	(1,760.40)
Other Income		
Bank Interest rec'd	115.34	102.08
Covid Grant Income	18,240.93	10,000.00
Donation	1,000.00	0.00
Fundraising	0.00	973.74
Gift aid	0.00	(650.00)
Total Other Income	19,356.27	10,425.82
Profit on Ordinary Activities Before Taxation	14,657.04	8,665.42
Profit after Taxation	14,657.04	8,665.42