

Trustees' Annual Report

For the period

From (start date) 0 1 0 4 2 1 to end date 3 1 0 3 2 2

Section A

Reference and administration details

Charity name

1st Holmes Chapel Scout Group

Other names the charity is known by

HCSG

Registered charity number (if any)

5 0 6 0 9 3

HQ registration number

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Charity's principal address

Scout Building

London Road

Holmes Chapel, Cheshire

Postcode

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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	Kate Brock	Secretary	
2	Rebecca Mallon	Treasurer	
3	Nigel Player	Trustee	
4	Alan MacDonald	Trustee	
5	Peter Deegan	Chairman	
6	Alan Jackson	Trustee / GSL	
7	Julie Wall	Trustee	
8	Michael Wilson	Trustee	
9	Neil Bishop	Trustee	

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' 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 month.

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 or building hire. The Group is primarily reliant upon income from hiring the building, 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 Controls

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
Summary of the objects of the charity set out in its governing document	<p>The Purpose of Scouting Scouting exists to actively engage and support young people in their personal development, empowering them to make a positive contribution to society.</p> <p>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.</p> <p>The Scout Method Scouting takes place when young people, in partnership with adults, work together based on the values of Scouting</p>
Summary of the main activities in relation to these objects	<p>They learn by:</p> <p>Take part in activities indoors and outdoors Learn by doing and enjoy what they are doing Take responsibility and make choices Undertake new and challenging activities Make and live by their Promise Share in spiritual reflection</p>
Public benefit statement	<p>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.</p>

Section D	Achievements and performance
Summary of the main achievements of the charity during the year	<p>The Group slowly returned to normal, with some reduced numbers and all face to face scouting has resumed along with some overnight camps and trips for all sections.</p>

Section E

Financial Review

Brief statement of the charity's policy on reserves

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, with a further provision for maintenance on the building. The Group Executive Committee considers that the group should hold a sum equivalent to 6 months running costs, circa £10,000.

It is the continuing aim of the group to maintain sufficient funds in readily available accounts to meet short to medium term operational costs, including a reasonable provision for any possible major repairs needed to the HQ building as it becomes older and more maintenance is required. Longer term projects are planned to improve facilities and specific fund raising activities are undertaken where necessary to meet the costs of these with some grants available.

Details of any funds materially in deficit (circumstances plus steps to eliminate)

None - healthy reserves held

Further financial review details (optional information)

You **may choose** to include additional information, where relevant, about:

- the charity's principal sources of funds (including any fundraising);

Investment Policy

The Group has adopted a low risk strategy to the investment of its funds. All funds are held in cash using only mainstream banks or building societies.

Section F

Other Optional Information

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

Other information is given on the attached reports from the Chairperson and Group Scout Leader (GSL)


Section G

Declaration

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

Signed on behalf of the charity's trustees

Signature(s)



Full name(s)

Rebecca Mallon

Position (eg Secretary, Chair)

Treasurer

Date

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Annual Report given by the Group Chairman (July 2021 - June 2022)

Peter Deegan, Chair

It has been a pleasure to be the Chair of the 1st Holmes Chapel Scout Group this past year and I would like to thank the committee for its continued enthusiasm, support and community-spirited drive to enable youth-led Scouting in the Holmes Chapel community.

The 2021/22 Scouting year has seen us unfolding from the cocoon of a global pandemic and it has been a pleasure to see face-to-face scouting re-emerge. Of particular note is that we have now started our outdoor calendar and it's great to see those tents up and populated once again!

The core role of the committee is to support the Group Scout Leader to achieve their Scouting goals and I am pleased for the committee to have invested heavily this year in this regard. We have pursued positive grant provision to support outdoor activity sports and the committee is building a strategy to deliver a fully inclusive outdoor activity sports plan over the next 2 years; we already have a very strong sports air-shooting capability and we are aiming to introduce such as archery into this fold. The committee has also provided a donation of £5,000 from our cashflow towards a 'support' transit van for the group, with an underwriting provision of £3,500 to enable the van to be purchased in advance of the summer camping period; this will be clawed back through fund-raising by the group. The benefit this support transit van brings us is enormous – a 'standard' camp requires us to transport over 500Kg of tents, camping equipment, cooking grills, food and specialist gear to camps. Plus, our large tent-poles are over 3m long: try finding space for that in our Leader's and volunteer parent's car boots!!!

The second role of the committee is to enable the safe management and guardianship of our assets, both physical and financial. We have a large building that requires constant routine maintenance **(someone has to do the cleaning; someone has to do the monthly fire and safety checks; someone has to call out the roofer when tiles get blown off in the storm; someone has to get the boiler fixed; someone has to call out and be present for the electrician to fix a fault; someone has to arrange for the insurances for the building, equipment, mini-bus and van; someone has to get the MOTs done; someone has to manage the accounts, pay bills, manage the new electronic subscriptions and direct debits; someone has to manage our documentation to keep our charity status; someone has to build and support our booths at community events, cook and sell burgers at community stalls; someone has to fill grant applications and run fund-raising events – and this is the shortened list!!)**

Mr Nobody doesn't exist in our Scouting Group and we rely heavily on our volunteer Executive Committee members (and community friends) to get this all done. Thank you to every one of you who have helped and supported this year and given your personal time to Scouting.

Our third role as the Executive Committee is to provide a positive contribution to our local community. As we open up the world to a more normalised way of living once again, the committee know that we could do more and ally with other youth-led initiatives in the local community. If you are volunteering/working in that arena and would like to collaborate – give us a call!

In line with providing a 2-way community support model, I would like to give a huge and positive acknowledgement to the Holmes Chapel 'University of the Third Age' U3A group. We have re-established our collaboration agreement, where U3A have agreed to manage our hirers for the building. Without such community support, we would find it hard-pressed to bring in important revenue to balance the high-maintenance costs through our scouting resources alone. Through this collaboration, we also get important feedback from our hirers on future building requirements. As an example, we have recognised that the central heating system is in need of an upgrade to provide long-term comfortable facilities, especially in the winter months, at the same time of meeting future sustainability needs by taking into account modern technological advances. We will continue to work in partnership with U3A to seek this feedback, so our hirers feel the building continues to meet 21st century usage capability.

In my final note for my report, I trust you will all see that to keep Scouting Moving we need a healthy 'support' capability to keep the assets moving so we can support our activity-based Youth-led growth in the Holmes Chapel Community. We have seen an explosion in new houses in the village, which has already seen a huge increase in applications to join Beavers, Cubs, Scouts (and now Squirrels!).

The short answer is very direct – we have had to cap numbers as we don't have enough leaders and parent/carer volunteers. So, I ask the community to think about how you can support your children by giving a few hours a month to Scouting – either as a Leader, volunteer helper, or as a new Executive Committee member. Talk to any Leader or volunteer.

We are looking forward to the 'normalisation' of Scouting in 2022/23 and look forward to you joining us on this journey!

Peter Deegan - Executive Chair, 1st Holmes Chapel Scout Group

Group Scout Leader's Report (July 2021- June 2022)

Alan Jackson, Group Scout Leader

It has been great to be getting back to "normal" Scouting as we have over the last 12 months.

While some restrictions continued, we were able to start getting back together with all age groups meeting and running activities. We benefitted from the support of our friends at Brereton Scout Group who allowed us to use their outdoor space during summer term in 2021 where our Scouts and one of the Cub packs were then able to meet and take part in many different activities. Beavers and Croco Cubs were able to meet around the village.

As we returned to cooler temperatures in the Autumn term, we returned to meeting in our own HQ with a varied, but COVID safe programme.

We have seen our leaders collaborating to ensure that the best possibly opportunities can be provided to our young people with leaders crossing between sections to ensure that activities can be run safely.

Due to limited volunteers, we have had to (hopefully) temporarily reduce to a single Beaver colony. If we cannot get more volunteers to help in these colonies, this may have to become a permanent arrangement.

We currently require more adults to help in Cubs on a Tuesday as well. We hope that we will not need to see the same fate for this Cubs section.

As we came into the warmer weather this year; we saw the Scouts training for and participating in the Cheshire Hike, where both of our vehicles were also in use – the van a matter of days after collecting it. The minibus continues to get usage from Scouting sections both within and outside our group.

The addition of the van to transport our camping gear has been a massive boost to our capabilities. Without these investments, camps and events would cost much more as we would need to hire these kinds of vehicles to get the right equipment to the right location for our young people. The flexibility to be able to use the van whenever we need it a huge benefit for our sections; be that taking equipment for an evening activity session away from the HQ or the van full to the roof of gear for a 6-day summer camp in the Lake District.

The activities we provide continue to grow and we are developing plans to ensure that we have a structured approach as to how we develop these new provisions. The priorities come through a combination of discussion with our young people along with the input and interests of our adult volunteers.

We continue to support the District Shooting Squad through providing a base with fantastic facilities and continue to look to expand our armoury. The equipment we have is made available for usage by any of our members as they compete in both Scouting and Schools competitions; giving them the best possibly opportunities. Our coaches continue to develop our young people as well as themselves through personal development with more qualified adults available to support the squad.

I continue to work with all our leaders to ensure that all our leaders are supported both through their personal progression through the Scouts Adult Training Scheme, working towards Activity Permits and planning and running their weekly meetings. Through the leadership team continue to work together to collaborate on the collection of activities we can provide and validate these through the Executive Committee.

The support of the executive committee is extremely valuable to me. The challenge and validation of the direction we are taking with Scouting within the group provides a great moral compass for the leadership team. Through validating the plans, we can ensure that the best and most appropriate direction is being taken.

Treasurer's Report for 2021/2022

Rebecca Mallon, Treasurer

Summary of the accounts for 1st April 2021 to 31st March 2022
 Figures for the previous year are shown for comparative purposes.

Income	21/22	20/21	19/20
Subscription Income	£4,253	£55	£9,485
Donations/Grants	£9,421	£19,844	£382
Giftaid claim from previous year	£965	£6,935	£1,704
Fund raising	£1,947	£2,126	£2,748
Other Income	£11,684	£3,715	£19,045
Kandersteg funds	£0	£4,400	£11,714
Loan			
Interest Income	£6	£28	£82
Total Net Income	£28,277	£37,103	£45,160
Expenses			
HQ and Equipment	£16,174	£8,290	£15,515
Building works / Capital improvements	£380	£2,973	£1,245
Unit expenses	£0	£413	£1,533
Badges uniform and program	£623	£375	£1,515
Capital purchases	£10,902	£14,287	£0
Loan repayment and interest		£0	
Group Activities and events	£71	£10,316	-£2,333
Total Net Expenses	£28,150	£36,653	£17,475
Net Income/(Expenditure)	£127	£449	£27,685
Reserves			
Current account	£1,707	£9,711	£18,472
Money Master account	£66,370	£58,364	£49,336
Cash in hand	£259	£261	£258
Reserves Total	£68,336	£68,336	£68,066

Additional Information:

1. Financially it's been a quiet year with Covid still impacting some operations.
2. We received additional funding in the form of a local grant, due to the HQ closure over some of the winter months and this has impacted on our rental income for the year.
3. Some of the reserves were spent on rifles for the target sports, with funding received from the CO-OP to support this spend. After much discussion, a second-hand van was purchased to replace the loss of the use of a large trailer for camps and outdoor activities. The plan is to fund raise for some of this cost during 22/23 as we continue to operate normally, we have also received a donation of £1000 in the 22/23 financial year towards this cost from The Leslie Sell Charitable Trust.

The final balance of reserves shows the bank balance unchanged from the previous year.

At the start of the pandemic in 2020 a thorough review was taken of our cash reserves. Within the partial continuation of restrictions in 21/22 and the HQ opening and then closing over the winter months, additional spend on projects was kept to a minimum and only as we have returned to normal activities are we starting to review what needs replacing or new projects.

1st Holmes Chapel Scout Group Receipts and Payments Account

Year start date

Year end date

For the year from	01/04/2021	To	31/03/2022
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Receipts and payments

	2021/22 Unrestricted funds £	2020/21 Unrestricted funds £
Receipts		
Donations, legacies and similar income		
Membership subscriptions	9,055	4,905
Less: Membership subscriptions paid on (National/County/Area/District)	(4,802)	(4,850)
Net membership subscriptions retained	4,253	56
Donations	1,421	218
Legacies	0	0
Gift Aid	965	6,935
Other similar income	0	500
Sub total	6,639	7,708
Grants		
Maintenance grant	0	0
Other grants	8,000	19,669
Sub total	8,000	19,669
Fundraising (gross)		
Group Fundraising	1,947	0
Contributions to activities & camps	911	6
Kandersteg 2020 (Trip with other Scout Groups we collected the funds)	0	(5,682)
Other fundraising activities	0	2,083
Sub total	2,858	(3,594)
Investment income		
Bank interest	6	28
Building Society interest	0	0
The Scout Association Short Term Investment Service	0	0
Property Rent income	11,684	3,215
Other investment income	0	0
Sub total	11,690	3,243
Total Gross Income	29,188	27,027
Asset and investment sales, etc.	0	0
Total receipts	29,188	27,027

1st Holmes Chapel Scout Group

Receipts and Payments Account

Year start date

Year end date

For the year from	01/04/2021	To	31/03/2022
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Receipts and payments

	2021/22 Unrestricted funds £	2020/21 Unrestricted funds £
Payments		
Charitable Payments		
Youth programme and activities inc Camps	2,039	237
Badges & Uniforms	623	375
Climbing Wall & Shooting range running Expenses	285	0
Minibus running expenses	2,781	551
HQ Expenses - Premises	0	0
Light & Heat	3,768	2,060
Cleaning	3,540	2,976
Insurance	1,812	1,749
Water Rates	530	331
Telephone/broadband	254	40
General maintenance	0	0
Repairs & renewals - premises	776	660
Repairs & renewals - equipment	840	341
HQ - Building works		2,558
AGM and trustee expenses	0	0
Meeting and other operating expenses	95	263
Training costs	70	0
Bank charges - Go cardless	419	150
Sub total	17,833	12,290
Fundraising expenses		
Group Fundraising	0	0
Detail 2	0	0
Detail 3	0	0
Other fundraising costs	326	0
Sub total	326	0
Total Gross Expenditure	18,159	12,290
Asset and investment purchases, etc.	10,902	14,287
Movement in Debtors & Creditors	127	179
Total payments	29,188	26,756
Net of receipts/(payments)	0	271
Cash funds last year end	68,336	68,066
Cash funds this year end	68,336	68,336

Statement of assets and liabilities at the end of the year

	31 March 2022	31 March 2021
	Unrestricted funds	Unrestricted funds
	£	£
Cash funds		
Bank current account	1,707	9,711
Bank deposit account	66,370	58,364
Building society account	0	0
The Scout Association Short Term Investment Service	0	0
Cash/Floats	259	261
Total cash funds	68,336	68,336
Other monetary assets		
Gift Aid Tax claim - 21/22	1,630	965
Gift Aid Tax claim - prior years	0	0
Debts due from the County/Area/District/Group	0	0
Trade Debtors & Go Cardless monies	145	(20)
Sub total	1,775	945
Investment assets		
Investment property - detail	0	0
Quoted investments	0	0
Other investments - detail	0	0
Sub total	0	0
Non monetary assets for charity's own use		
Badge stock - n/a	0	0
Shop stock - n/a	0	0
Other stock - n/a	0	0
Land and buildings - acquired by donation (valuation for insurance)	425,764	425,764
Motor vehicle 1 second hand minibus & Van	18,100	9,600
Scouting equipment, furniture etc - value for insurance	40,818	40,818
Other WIFI system at HQ & new front door	5,687	5,687
Sub total	490,369	481,869
Liabilities		
Accounts not yet paid	208	170
Expenses incurred but not invoiced	0	0
Subscriptions not yet paid	0	0
Kandersteg 2020 - funds due to be paid out	0	0
Other liabilities	0	0
Sub total	208	170

Contingent liabilities and future obligations

The above receipts and payments account and statement of assets and liabilities were approved by the Trustees on 28th June 2022 (the date of the Executive Committee meeting that approved the accounts) and signed on their behalf by

Signature

R. Mallon

Print Name

Rebecca Mallon

Treasurer



Section A

Independent Examiner's Report

**Report to the trustees/
members of**

Charity Name
1st Holmes Chapel Scout Group

**On accounts for the year
ended**

31st March 2022

**Charity no
(if any)** 506093

Set out on pages

1 to 12

(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 31/03/2022.

**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.

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

Signed:

Date:

27/11/2022

Name:

Neil Cox

**Relevant professional
qualification(s) or body
(if any):**

Finance Director and Member of the Institute of Financial Accountants.

Address:

1 Gleneagles Drive, Holmes Chapel, Cheshire CW4 7JA.