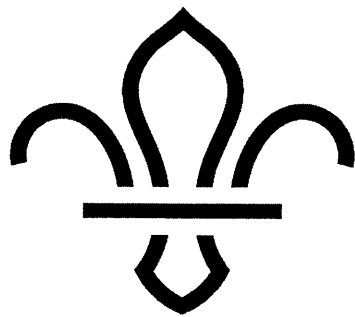


# 1<sup>st</sup> Camelsdale Scout Group

Registered charity number 268462

## Trustees' Annual Report

For the year 1<sup>st</sup> September 2021 to 31<sup>st</sup> August 2022



# Scouts

## 1st Camelsdale

# Trustees' Annual Report

For the year 1<sup>st</sup> September 2021 to 31<sup>st</sup> August 2022

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# Trustees' Annual Report

For the year 1<sup>st</sup> September 2021 to 31<sup>st</sup> August 2022

## A. Reference and administration details

1<sup>st</sup> Camelsdale Scout Group

Registered charity number 268462

Scout HQ, Marley Lane, Camelsdale, Haslemere GU27 3RF

Names of the charity trustees who manage the charity:-

<b>Trustee Name</b>	<b>Office (if any)</b>	<b>Dates acted if not for whole period above</b>
Rebecca Jones	Chairperson	
Stevan Rose	Group Scout Leader	
Zoe White	Treasurer	
Kate Russell	Secretary	Until 31 <sup>st</sup> December 2021

## B. 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 Group Executive Committee consists of Chairperson, Treasurer and Secretary together with the Group Scout Leader, individual Section leaders (Beavers, Cubs and Scouts) and other independent representatives and meets approximately 5 times per year.

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 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.

## **C. Objectives and activities**

The objectives of the Group are as a unit of The Scout Association.

The Aim of The Scout Association is to promote the development of young people in achieving their full physical, intellectual, social and spiritual potentials, as individuals, as responsible citizens and as members of their local, national and international communities. The method of achieving the Aim of the Association is by providing an enjoyable and attractive scheme of progressive training, based on the Scout Promise and Law and guided by adult leadership.

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.

## **D. Achievements and performance**

With 80 uniformed members and 17 leaders at the annual census (January 2022), we have the membership base and leader teams to put the Group in a strong position with plans to continue to expand each of the youth sections and to upgrade the Scout Hut in the next decade.

In particular, the past year has seen a new team of 6 volunteers recruited to take over the Cubs section after the Cub Leader and Assistant Cub Scout Leader resigned. Also a new Assistant Scout Leader has volunteered for the Scout Section.

A new team has been created to drive forward the rebuild or refurbishment of our hut. The team includes an architect, project manager, structural engineers and fundraisers.

After a couple of years of restrictions due to Covid, this year the sections have been able to take part in the following:

Beavers – Bazzaz (County held activities attended by 20 Beavers)

Cubs – District Camp (23 Cubs attended) and District Day Out to Hendon RAF Musuem (10 attended)

Scouts – Expedition Challenge (10 took part on the South Downs), JOTA JOTI (online jamboree ) and Scoutabout (25 attended)

All sections – Group Camp run at Buddens in Dorset for 51 young folk and 15 adults. Activities included sailing, kayaking, paddle boarding and raft building, plus hiking and a day at the beach. This was our most ambitious camp yet.

All the above was on top of weekly meetings and activities.

## **E. Financial Review**

### **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. The Group Executive Committee considers that the Group should hold a sum equivalent to running costs for 6 months, circa £5,000. The Committee also requires the Group to hold circa £10,000 to cover unplanned expenditure that could arise from maintaining an aging HQ building and surrounding woodland and campsite. Therefore, a total of £15,000 is required.

In addition to this amount the Group has designated the following expenditure for the coming financial year from previous years' receipts:

£3,000	Log Cabin
£7,775	Hut Repairs
£1,150	Replacement barrier fence
£1,480	Fire Pit Shelter
£1,738	Leader Training
£1,350	Camping Equipment (New & Repairs)
£500	Tree Bog Completion
£100	Sainsbury's Active Kids Vouchers.
£17,093	Total Designated Funds

The Group held unrestricted funds totalling £38,006 against this requirement at period end. This is slightly above the level required as explained above, however we anticipate the coming year will see lower income given the current financial climate. Also, £3,800 is due to be refunded to parents where the Summer Group Camp final figures proved to be well under planned budget.

NB There has been some movement in using the designated funds as above this year and expect to complete further projects this coming year, e.g. Hut Repairs which are becoming urgent, and the completion of the Fire Pit Shelter.

Any surplus funds from the activities listed above once complete will be moved to the hut rebuild fund, as agreed by the Trustees at the time.

### **Investment Policy**

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.

N.B. 284 Barclay Shares are held in trust on our behalf which resulted from de-mutualisation of a previously held Building Society Account. On 31st<sup>h</sup> August 2022, these shares were valued at 164.50 per share.

### **F. Other optional information**

The Trustees have no additional information to include in this report.

## G. Declaration

The trustees declare that they have approved the Trustees' Report above

Signed on behalf of the charity's Trustees

A handwritten signature in black ink, appearing to read 'R Jones', is written above a horizontal line.

Rebecca Jones – Chairperson

Date: 03/11/22

**Independent Examiner's Report  
to the Trustees of 1<sup>st</sup> Camelsdale Scout Group  
Registered charity number 268462**

I report to the trustees on my examination of the accounts of the Group 1<sup>st</sup> Camelsdale Scouts for the year ended 31 August 2021 which comprise the Receipts and Payments Accounts and related notes set out on pages 8-10.

**Responsibilities and basis of report**

As the charity trustees of 1<sup>st</sup> Camelsdale Scouts you are responsible for the preparation of the account in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the 1st Camelsdale Scouts 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> Camelsdale Scouts 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: AMANDA HODSON .

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

Address: 5, HERONDALE, HASLEMERE, GU27 1RQ .

Date: 24/10/2022 .

**1st CAMELSDALE SCOUT GROUP**  
**REGISTERED CHARITY 268462**  
**RECEIPTS AND PAYMENTS ACCOUNTS**  
**FOR THE PERIOD 1 SEPTEMBER 2021 TO 31 AUGUST 2022**

**SECTION A - Receipts and payments**

	Unrestricted Fund	Restricted Fund	TOTAL 2021/22	TOTAL 2020/21
<b>Receipts</b>				
Membership Subscriptions	10,032	-	<b>10,032</b>	8,258
GiftAid	-	-	-	-
Grants received due to Covid	2,667	-	<b>2,667</b>	17,908
Rents from hire of Scout HQ	2,765	-	<b>2,765</b>	3,163
Fundraising & Donations income	2,091	5,768	<b>7,859</b>	2,480
Camp contributions received	12,949	-	<b>12,949</b>	400
Trip contributions received	707	-	<b>707</b>	-
Sundry income/Bank Interest	159	22	<b>181</b>	138
<b>Total receipts</b>	<b>31,370</b>	<b>5,790</b>	<b>37,159</b>	<b>32,347</b>
<b>Payments</b>				
Membership Subscriptions paid on (National/County/Area/District)	4,500	-	<b>4,500</b>	3,500
MyScout & GoCardless fees	604	-	<b>604</b>	585
Scout hut standing costs	4,108	-	<b>4,108</b>	3,610
Scout hut running costs	3,867	-	<b>3,867</b>	1,395
Scout hut woodland maintenance costs	4,250	-	<b>4,250</b>	274
Fundraising events costs	-	-	-	10
Donations paid	113	-	<b>113</b>	52
Camp costs paid	8,935	-	<b>8,935</b>	361
Trip costs paid	1,140	-	<b>1,140</b>	-
Other activity costs paid	1,761	-	<b>1,761</b>	655
Scouting equipment purchased	2,655	-	<b>2,655</b>	1,586
Badges, scarves & handbooks purchased	1,074	-	<b>1,074</b>	298
Leader training & support	452	-	<b>452</b>	237
Legal & professional fees	-	-	-	-
Sundry costs & Movements from Hardship Fund	503	578	<b>1,081</b>	171
<b>Total payments</b>	<b>33,962</b>	<b>578</b>	<b>34,540</b>	<b>12,735</b>
Net of receipts	(2,593)	5,212	<b>2,619</b>	19,613
Cash funds last year end	40,751	32,894	<b>73,644</b>	54,031
<b>Cash funds this year end</b>	<b>38,158</b>	<b>38,105</b>	<b>76,263</b>	<b>73,644</b>

**SECTION B - Statement of assets and liabilities**

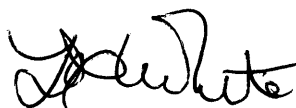
	Unrestricted Fund	Restricted Fund	TOTAL 2021/22	TOTAL 2020/21
<b>Cash funds</b>				
Bank current accounts	38,006	47	<b>38,053</b>	40,741
Bank deposit account	-	38,058	<b>38,058</b>	32,752
Cash in hand	151	-	<b>151</b>	151
<b>Total cash funds</b>	<b>38,158</b>	<b>38,105</b>	<b>76,263</b>	<b>73,644</b>

The accounts were approved by the Trustees on

3rd November 2022



Rebecca Jones - Chair



Zoe White - Group Treasurer



1<sup>st</sup> Camelsdale Scout Group  
Registered Charity 268462  
Notes to the Accounts

1. The accounts have been prepared on the basis of historic cost. There has been no change to the accounting policies since last year.
2. The Scout Group manages and maintains the land and buildings located on Marley Lane, GU27 3RF. The campsite and hut are used for Scouting activities and are hired out to generate income for the Group to reinvest into maintaining the facilities and equipment for scouting.  
The Scout Association Trust Corporation (SATC) to hold the title to the freehold of the land and building located on Marley Lane, GU27 3RF, as Trustees.  
The property was originally purchased for a nominal amount in 1964 and as such has not been valued in the accounts.
3. The movements in restricted funds during the year were:

	Bal b/fwd	Receipts	Payments	Bal c/fwd
Hardship Fund (Group Camp)	-	375	(375)	-
Hardship fund (General)	142	108	(203)	47
Rebuilding fund	32,752	5,307	-	38,058
	<u>32,894</u>	<u>5,790</u>	<u>(578)</u>	<u>38,105</u>

The Hardship fund represents a donation made to pay for membership fees, camp fees and related equipment for youth members whose families are unable to pay.

This year we were able to obtain a donation to help a number of cases where the camp costs were too much for some families to afford.

Also this year there was one hardship case where the general fund has been used to pay for their annual subscription and also £71 went towards paying for further group camp hardship cases.

The Rebuilding fund held in the bank deposit account represents accumulated donations and fundraising for the rebuilding of the Scout Hut, which can only be spent for that purpose.

This year we received generous donations from former Scouts totalling £2,600.

4. We've continued to experience a considerable reduction in our income due to the aftermath of Covid and the financial situation. This year the main impact has been in the lack of face to face fundraising activities and reduction in hut rental income (we currently have no regular hirers outside of the Scout Group and the Guiding Sections.) We have received from the local council (Chichester District Council) one Covid Grant of £2,667, which has helped considerably in covering this lack of income.

5. Like many we are facing increased charges for electricity as our current tariff comes to an end in Autumn 22. We were fortunate in being able to agree a new tariff in December 21, which doubles the current rate. However, given this increase along with increased Scout Association membership subscriptions, insurance etc, we had to take the difficult decision and increase the members subs from Autumn 22, after holding the cost for over 5 years.
6. Our aging hut has continued to deteriorate and is in need of repair to extend its life whilst we raise funds etc. for its replacement, or refurbishment. Last year we set aside £10,000, of which £7,775 remains in the above designated funds. (We have a project team looking into the feasibility of replacement, or refurbishment, as building costs have escalated considerably over the past year making it nearly impossible to afford replacement).
7. All Trustees and Leaders give their time voluntarily and receive no remuneration.