

2nd Molesey (St Paul's) Scout Group

Charity Registration No. 305730

The Scout Association Registration No. 05986

Report & Accounts for the Year ended 31st March 2016 Governance, Policies and Procedures.

Principal Address: 2nd Molesey Scout Hut
Vine Road, East Molesey, Surrey. KT8 9LF

Trustees:

Group Scout Leader (Acting)	Pam Escott
Chairman.	Andrew Nicholson
Treasurer	Alys Sawell
Secretary	Ellie Quick
Beaver Leader	Pam Escott
Cub Leader	Pam Robinson
Scout Leader	Pam Escott
Explorer Scout Leader	David Ingold

Bankers: Lloyds TSB
152 Walton Road, East Molesey, Surrey. KT8 0HP

Independent Examiner: Elizabeth Crowley FCA
15 Hyacinth Close,
Hampton, TW12 3RW

Governance: The Group's governing documents are those of The Scout Association. They consist of a Royal Charter, The By Laws of the Association and The Policy, Organisation and Rules of The Scout Association.

The Group is a trust established under rules which are common to all Scout Groups

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

The Group is managed by a Committee made up of all the charity's trustees. As charity trustees, they are responsible for complying with legislation applicable to charities. This includes the registration, keeping of proper accounts and making of appropriate returns to the Charity Commission.

The Committee consists of independent representatives from the Group Council (Parents of members), Chair, Treasurer and Secretary together with the Group Scout Leaders and meets 5 times a year.

The Group Committee exists to support the Group Scout Leader in meeting the responsibilities of the Group and is responsible for:

- The maintenance of Group property;
- The raising of funds and the administration of the Group finance;
- The insurance of persons, property and equipment:
- Group public occasions;
- Assisting in the recruitment of leaders and other adult support;
- Appointing advisors other than those who are elected.

Risk Assessment:

The Committee has identified the major risks to which they believe the Group is exposed. These have been reviewed and systems exist to mitigate against them. The main areas of concern that have been identified are:

Damage to the building and equipment. The Group would request the use of buildings and equipment from neighbouring organisations. The Group has sufficient building and contents insurance in place to mitigate against permanent loss

Injury to leaders, members and helpers. The Group, through the capitation fees, contributes to The Scout Association's national accident insurance policy. Risk Assessments are undertaken before all activities.

Reduced income from fund raising. The Group is primarily reliant upon income from subscriptions and fund raising. 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 either temporarily or permanently.

Reduction or loss of leaders and members. The Group provides activities for all young people aged 6 to 18. If there was a reduction in leadership or membership in a particular section or the Group as a whole then there would have to be a contraction, consolidation or closure of a section, or in the worst case scenario, the complete closure of the Group.

The Group requires 2 signatories for all payments to provide reasonable assurance against material mismanagement or loss of money and holds comprehensive insurance policies to ensure that insurable risks are covered.

Group Objectives:

The aim of the Group 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 community. The method of achieving this aim is by providing an enjoyable and attractive scheme of progressive training, based on the Scout Promise and Law and guided by trained adult leadership.

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 Committee considers that the group should hold a sum equivalent to 5 months running costs, circa £7500.

The Group held £ 8602 in reserve at year end. (Post Office savings account)

Investment Policy:

The Group does not have sufficient funds to invest in longer term investments. All funds are held in cash current accounts.

Scrutineer's Report to the Trustees of the

2ND MOLESLEY (ST. PAUL'S)..... SCOUT GROUP/DISTRICT SCOUT COUNCIL

I report on the accounts of the Group/District for the year ended 31/3/16.....

Respective responsibilities of Trustees and Scrutineer

As the Group's/District's trustees you are responsible for the preparation of the accounts; you consider that neither the audit nor independent examination requirements of the Charities Act 2011 apply. It is my responsibility without carrying out an audit or independent examination to scrutinise the accounts and to report to you.

Basis of Scrutineer's Statement

In accordance with the directions given in the Group's/District's constitution, I have scrutinised the records and the accounts set out on pages 3 to 7.....

Scrutineer's Statement

In my opinion the accounts are in accordance with the records produced to me and comply with the constitution.

Name: ELIZABETH CROWLEY FCA

Address: 15 HYACINTH CLOSE
HAMPTON
TW12 3RU

Date: 14/6/16

2nd Molesey (St Paul's) Scout Group

Receipts and Payments Account

	Year start date	To	Year end date	Year end date	Year end date
For the year from	01/04/2015		31/03/2016	31/03/2015	31/03/2014

Receipts and payments

	2015/2016		2014/2015		2013/2014	
	Unrestricted funds		Unrestricted funds		Unrestricted funds	
	£		£		£	
Receipts						
Donations, legacies and similar income						
Membership subscriptions	11,615		10,728		10,896	
Less: Membership subscriptions paid on (National/County/Area/District)	-3,637		-3,161		-3,342	
Net membership subscriptions retained		7,978	7,567		7,653	
Donations		122	564		319	
Legacies						
Gift Aid		0	7,662		0	
Other similar income						
Sub total		8,100	15,793		7,972	
Grants		0	0		3,000	
Maintenance grant		0	0		3,000	
Other grants						
Sub total		0	0		6,000	
Activities and Fundraising (gross)						
Activities - all sections (sometimes included in camp)	Beavers	1,113				
	Cubs	842				
	Scouts	1,024				
	Explorers					
	Group	288	3,266	2,884	3,232	
Camps	Beavers					
	Cubs	180				
	Scouts	3,155				
	Explorers	4,713				
	Group	1,685	9,733	11,070	9,033	
Uniforms and materials		1,486	1,262		487	
Fundraising activities		6,719	6,679		9,040	
Mini Bus	RESTRICTED FUNDS	5,315	851		552	
Jamboree 2015 Fundraising		471	2,825		190	
Sub total		26,988	25,570		22,534	
Investment income						
Bank interest		0	0			
Post Office account interest		128	0		63	
Scout Association Short Term Investment Service						
Property Rent income		511	529		451	
Other investment income						
Sub total		638	529		514	
Total Gross Income		35,727	41,892		37,020	
Asset and investment sales, etc.						
Total receipts		35,727	41,892		37,020	

Note 1

Note 2

Statement of Assets and Liabilities at year end

	31st March 2016 Unrestricted funds	31st March 2015 Unrestricted funds	31st March 2014 Unrestricted funds
Cash funds			
Bank current accounts: Sections	10,303	11,722	6,284
Bank current account: Group	10,838	12,884	5,485
Post Office Savings account	8,602	8,474	8,474
Scout Association Short Term Investment Service			
Cash/Floats	200	200	79
Total cash funds	29,942	33,280	20,323
Other monetary assets			
Tax claim	-	-	-
Debts due from the County/District/Group	-	-	-
Insurance claim	-	-	-
Sub total	-	-	-
Investment assets			
Investment property - detail	-	-	-
Quoted investments	-	-	-
Other investments - detail	-	-	-
Sub total	-	-	-
Non monetary assets for charity's own use			
Badge stock	-	-	-
Shop stock	-	-	-
Other stock	-	-	-
Land and buildings	-	-	-
Mini Bus	-	-	-
Scouting equipment, furniture etc	-	-	-
Other	-	-	-
Sub total	-	-	-
Liabilities			
Accounts not yet paid	-	-	-
Expenses incurred but not invoiced	-	-	-
Subscriptions not yet paid	-	-	-
Loan - detail	-	-	-
Other liabilities	-	-	-
Sub total	-	-	-
TOTAL	29,942	33,280	20,323

Contingent liabilities and future obligations

The above receipts and payments account and statement of assets and liabilities were approved by the Trustees on 9th MAY 2016 and signed on their behalf by

Signature	Name
<i>Pamela Escott</i>	Pam Escott: Acting Group Scout Leader
<i>Alys Sawell</i>	Alys Sawell: Treasurer