



Trustees' Annual Report for the period

Period start date		Period end date	
01	01	31	12
2016		2016	

From

To

Section A

Reference and administration details

Charity name 1st St Neots Scout Group

Other names charity is known by

Registered charity number (if any) 303347

Charity's principal address 403 Great North Road

Eaton Ford

St Neots

Postcode

PE19 7GH

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	Keith Horn	Group Scout Leader		District Commissioner
2	John Routledge	Group Chairman	Until 17/6/2017	Group Scout Leader
3	Matthew Griffin	Group Chairman	From 17/6/2017	Group Scout Leader
4	Teresa Cameron	Treasurer		Group Exec
5	Tracy Horn	Group Secretary	Until 17/6/2017	Group Exec
6	David Fitzgerald	Group Secretary	From 17/6/2017	Group Exec
7	Cheryl Willkie	Beaver Scout Leader	Until 1/1/2017	Group Scout Leader
8	Kim Ludlow	Beaver Scout Leader	From 1/1/2017	Group Scout Leader
9	Chris Young	Cub Scout Leader		Group Scout Leader
10	Adam Wright	Scout Leader		Group Scout Leader
11	Graham Fawcett	Exec Member	17/6/2017	Group Exec
12	Stephen Gill	Exec Member	17/6/2017	Group Exec
13	Paul Easey	Exec Member	17/6/2017	Group Exec
14				
15				
16				
17				
18				
19				
20				

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

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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Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution
How the charity is constituted (eg. trust, association, company)	Association
Trustee selection methods (eg. appointed by, elected by)	GSL appointed by DC, Section Leaders appointed by GSL, Chair proposed by GSL voted for @ AGM, Treasurer / Secretary Exec Members proposed by Group Exec & voted for at AGM

Additional governance issues (Optional information)

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

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

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Section C Objectives and activities

Summary of the objects of the charity set out in its governing document

The aim of scouting is to promote the development of young people in achieving their full physical, intellectual, social and spiritual potential, as individuals, as responsible citizens and as members of their local, national and international communities. The method of achieving the aim is through the provision of exciting and adventurous activities with progressive training based on the scout promise and law guided by adult leadership.

Scouting in the UK is firmly committed to coeducation so boys and girls can meet the aims of Scouting through one programme.

The programme is a seamless progression of training, activities and awards for young people aged 6 to 25. The programme aims to help young people to grow in a number of personal development areas to ensure the young people themselves really are 'learning by doing'.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

Summary of the main achievements of the charity during the year

As well as covering the Groups on going running costs we have been actively fundraising for our Hut Redevelopment project and to be able to start the project we have secured a loan of £60,000.00 from the Scout Association so that the building work could commence.

Due to the building project commencing in early 2016 there have been a number of drawdowns on the funds to settle builders invoices as the project progressed.

Section E Financial review

Brief statement of the charity's policy on reserves

Currently the group is building it's reserves as part of the Hut Redevelopment project. Whilst retaining a dedicated sinking fund sufficient to cover a year's running costs.

Details of any funds materially in deficit

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);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

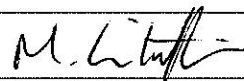
Section F Other optional information

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)

Keith Horn

Matthew Griffin

Position (eg Secretary, Chair, etc)

Group Scout Leader

Group Chair

Date

14th October 2017



CHARITY COMMISSION
FOR ENGLAND AND WALES

1st St Neots Scouts

303347

Receipts and payments accounts

CC16a

For the period from	1st Jan 2016	To	31st Dec 2016
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Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Membership Subscriptions	12,717	-	-	12,717	6,717
Fundraising	3,921	-	-	3,921	8,477
Donations	2,400	-	-	2,400	157
Gift Aid	-	-	-	-	-
Receipts from groups	-	-	-	-	2,007
Grants	-	-	-	-	25,000
Scout Loan	60,000	-	-	60,000	-
other	-	-	-	-	20
Sub total (Gross income for AR)	79,038	-	-	79,038	42,377
A2 Asset and investment Income					
Bank Interest	84	-	-	84	42
Hall Hire	-	-	-	-	708
Sub total	84	-	-	84	750
Total receipts	79,121	-	-	79,121	43,127
A3 Payments					
Member Subscriptions to District	2,745	-	-	2,745	2,880
Professional Fees	-	-	-	-	4,066
Hut Redevelopment	102,976	-	-	102,976	1,805
Fundraising Expenses	2,290	-	-	2,290	3,632
Rent & Rates	364	-	-	364	1,374
Utilities	1,155	-	-	1,155	1,368
Insurance	-	-	-	-	1,015
Printing & photocopying	-	-	-	-	336
Consumables	129	-	-	129	561
Bank Chg	8	-	-	8	4
Group Costs	2,971	-	-	2,971	3,370
Section TFR - Beavers	526	-	-	526	1,627
Section TFR - Cubs	1,710	-	-	1,710	-
Section TFR - Scouts	1,756	-	-	1,756	1,864
Sub total	116,630	-	-	116,630	23,902
A4 Asset and investment purchases					
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	116,630	-	-	116,630	23,902
Net of receipts/(payments)	- 37,509	-	-	- 37,509	19,225
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	59,923	-	-	59,923	40,699
Cash funds this year end	22,414	-	-	22,414	59,923

Section B Statement of assets and liabilities at the end of the period

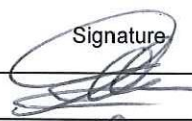
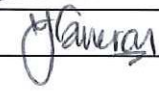
Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds				
	Bank Current Account	2,479	-	-
	Bank Deposit Account	16,815	-	-
	Beavers Account	1,119	-	-
	Cubs Account & P cash	682	-	-
	Scouts Account & P cash	1,320	-	-

	Total cash funds (agree balances with receipts and payments account(s))	22,414	-	-
		OK	OK	OK
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets	Details			
		-	-	-
B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
	Loan from Scot Association	60,000	60,000	2021

The above receipts & payments account and statement of assets & liabilities were approved by the Trustees on 17th June 2017 (AGM) and signed by:


Group Scout Leader - Keith Horn

Treasurer - Teresa Cameron (AMCT)

Signature	Print Name	Date of approval
	Keith Horn	17/06/2017
	Teresa Cameron	17/06/2017

Independent Reviewer's Report - The attached Receipts & Payments and Statement of Assets & Liabilities have been examined by myself and are in accordance with books & vouchers. The receipts and payments as shown are, to the best of my knowledge, authorised transactions.

Auditor - Markand Patel (ACCA)

Signature	Print Name	Date of approval
	Markand Patel	17/06/2017

1ST ST NEOTS SCOUTS
HUT RE-DEVELOPMENT PROJECT BUDGET

INCOME		£
Initial Scout Fundraising		25,000.00
PROJECT FUNDING		
Garfield Western	10,000.00 received 2014	
St Neots Town Council	5,000.00 received 2015	
Scout Association	60,000.00 received 2016	
Clothworkers Foundation	15,000.00 received 2015	
Foyle Foundation	5,000.00 received 2015	
County Scouts	5,000.00 received 2017	
District Scouts	5,000.00 received 2017	
	<u>130,000.00</u>	

COSTS		£
Phase 1		
Insulate existing scout Hall, Renew electrics & Decorate		

Budget Cost	Actual Cost
10,000.00	
Roof Ins/Boarding	(3,800.00)
Electric	(720.00)
Decoration	(486.00)
professional Fees	(3,528.00)
	<u>(8,534.00)</u> Complete

Phase 2 - In progress, ETA completion mid Sep16
Knock down Existing Extension & re-build

105,000.00	
Initial Builder Invoice	(9,014.40) (Knock down, Bricks, Skips)
PRP Consulting	(870.00) (Piling consultation)
Builder	(15,497.95) Foundations
DJE Construction	(1,847.88) (Piling Initial Invoice)
Builder	(10,766.40) (Scaffolding & brickwork, Beams & timbers, Slates, soil removal)
DJE Construction	(10,502.88) (Piling Final Invoice)
Builder	(24,000.00) (Construct new building)
Builder	(13,620.00) (windows & doors, electrical & general)
Sanitary Ware	(1,127.03) (Toilets & sinks)
Plumber	(11,222.54) (Heating & Plumbing)
Builder	(17,379.03) (Hall, Kitchen & toilets internal)
	<u>(115,848.11)</u> Complete

Phase 2 - Fit Out		5,000.00
Kitchen	(1,257.25) (Units, Sink & Taps, fittings, cooker hood, splash back)	
Flooring	(525.00) (Vinyl Flooring)	
Paint	(23.40)	
Bathroom fittings	(188.69)	
Fire Extinguishers	(257.96)	
IKEA Storage	(951.90)	
Baby change unit	(120.00)	
wood/boxing in	(335.73)	
Fence	(416.31)	
Storage Container	(1,572.00)	
	<u>(5,048.24)</u>	
	<u>(129,430.35)</u>	
	<u>569.65</u>	



Independent examiner's report on the accounts

Report to the trustees/
members of

Charity Name: **1ST ST NEOTS SCOUTS**

On accounts for the year
ended

DEC 2016

Charity no
(if any)

303347

Set out on pages

**Respective
responsibilities of trustees
and examiner**

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to my attention.

**Basis of independent
examiner's statement**

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

**Independent examiner's
statement**

In connection with my examination, no matter has come to my attention (other than that disclosed below *)

1. which gives me reasonable cause to believe that in, any material respect, the requirements:
 - to keep accounting records in accordance with section 130 of the Charities Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act have not been met; or
2. to which, in my opinion, 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:

MPatel

Date:

30/10/17

Name:

MARKAND PATEL

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

ACCA

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