

BARFORD SCOUTS & GUIDES SUPPORTERS' GROUP

Charity Number: 1166022
(a Charitable Incorporated Organisation)

Trustees' Annual Report and Financial Statements for the Period 1st April 2017 to 31st March 2018

15th December 2018

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Reference & Administration Details

Charity name: BARFORD SCOUTS & GUIDES SUPPORTERS GROUP

Charity number: 1166022

Charity's operating address: The Scout Hut, Wasperton Lane, Barford, Warwick CV35 8DT

Charity's contact address: 37 Dugard Place, Barford, Warwick CV35 8DX

Names of the Charity Trustees who Manage the Charity

<i>Trustee Name</i>	<i>Office (if any)</i>	<i>Appointed*</i>	<i>Retired</i>
1: Mr Rod Scott	Chairman	11.05.16	-
2: Mrs Alex Farr	Treasurer	11.05.16	
3: Mr Ian Paterson	Secretary	26.04.17	-
Mr Martin Russell	Group Scout Leader	Ex officio	-
Mrs Hilary Burvill	Guide Unit Leader	Ex officio	-
Mrs Christine Murphy	Church Warden	Ex officio	

* Mr Russell, Mrs Burvill and Mrs Murphy are *ex officio* Trustees as the representatives by their position of the Scout Group, the Guide Unit and the local Church, respectively.

* According to the charity's constitution, one third of the elected Trustees is required to resign each year, but may be re-elected if eligible. At the AGM on 26th April 2017 Mr Paterson resigned, but was willing to be re-elected and, being eligible and there being no other candidates, he was re-elected unanimously by the members on a show of hands.

Structure, Governance & Management

Description of the Charity's Trusts

Type of Governing Document: Constitution

How the Charity is Constituted: Charitable Incorporated Organisation

Trustee Selection Methods: The ex officio Trustees are the Group Scout Leader, Guide Unit Leader and a Church Warden. The elected Trustees are selected from the members of the Barford Scouts & Guides Supporters' Group and are typically the Chairman, Treasurer and Secretary of the Group, as elected by its members.

How New Trustees are Inducted and Trained: New Trustees are inducted through explanation of their roles, responsibilities and accountabilities according to the charity's Constitution. They are guided to the information available for Trustees on the Charities Commission website.

Objectives & Activities

Summary of the Objects of the Charity as set out in its Governing Document

The objects of the CIO are, without distinction of political, religious or other opinions,

- 1) 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 by providing a building and related facilities for meetings and activities of the local Scouting and Guiding groups (the "Scout and Guide Headquarters") and providing financial and other support to those Groups.

In so far as the Scout and Guide Headquarters is not required to further object 1) it may be used in furtherance of the following purpose:

- 2) To provide facilities in the interests of social welfare for recreation or other leisure time occupation for the residents of Barford and neighbouring communities in the south of Warwickshire with the object of improving their conditions of life.

Summary of the Main Activities Undertaken for the Public Benefit in Relation to the Charity's Objects

Barford Scouts & Guides Supporters Group (BSGSG) provides and manages the venue and facilities for meetings of the Barford Scout and Guide units. It pays for the running (utilities, insurance, etc.) and maintenance of the building and facilities used for the unit meetings. BSGSG also provides some limited financial support in paying for the leaders' uniforms, training and annual membership fees to the Scout and Guide Associations.

Use of the site of the building is by Lease from the Diocesan Trustees for the Diocese of Coventry and the Rector and Church Wardens of St. Peters' Church Barford.

The venue and facilities are also used for several other, local community activities on a regular and occasional basis.

The present building is well over 25 years old and in great need of replacement. The roof is of corrugated asbestos panels, the wiring should be replaced and the cost of heating is prohibitive. The building has limited storage and kitchen space, has no disabled toilet and restricted disabled access. We continue to maintain the building and have investigated replacing the roof and installing disabled access and toilet facilities, but the cost of doing so is prohibitive and the building cannot continue to support vital activities for the local community - it needs to be replaced. Hence, BSGSG has embarked on a major project to manage and fund a new building on the existing site.

We will replace the existing hut with a new, larger, energy efficient and cost effective building with disabled access that meets current building and environmental standards.

BSGSG operates through regular Supporters Group meetings, with anyone who supports the Objects being able to join and parents of young people in the Scout/Guide units automatically being members (unless they chose not to be).

On-going operation of BSGSG is through the Management Committee (which includes elected Chair, Treasurer and Secretary, who are also currently Trustees of the Charity). BSGSG also has 'working groups', principally the Youth & Community Centre Committee formed to progress and oversee the project to establish the new building.

The resources of BSGSG are allocated with preference to the Scout and Guide units, as the principal purpose of the organisation is to provide and maintain a sustainable venue and other facilities for the units' meetings and storage of their camping and activity equipment. Provided there is no conflict with use by the Scout and Guide units, the venue and facilities are available for use by any individual or group in the local community (so long as the use is consistent with the Objects of BSGSG).

There is no requirement for people to be members of BSGSG to receive benefit from its purpose. Use of the venue and facilities provided by BSGSG is open to all.

There is no fee or criteria for membership of BSGSG (other than that members support the Objects of BSGSG) and no limitation on number of members.

Additional Details of Objectives & Activities:

Barford is a small, rural village in south Warwickshire, which has expanded significantly in recent years through new housing developments. It is some 5 miles from the nearest towns and has very few social or recreational facilities for the local people. With limited public transport links to the urban centres, it is recognised by Warwick District Council as suffering a degree of 'rural isolation and deprivation'.

By providing and managing the venue and facilities for meetings of the Barford Scout and Guide units, BSGSG supports the educational, physical, emotional and ethical development of young people from the village and surrounding local area.

The venue and facilities are also used for other, local community activities. For example, a weekly "Hut Café", the local Art Group and Sewing Group and an exercise group specifically for older residents. The venue is also frequently used for small local private functions such as birthday parties and christening parties.

Without the venue and facilities provided by BSGSG, none of these highly beneficial activities for the local community would be able to continue.

The project to manage and fund a new building will increase the benefit provided and be suitable for increased use for a wider range of local community activities.

The Barford Scout and Guide units are attended by some 90 young people from the village and surrounding local area, aged between 6 and 15. There are 4 Scout and Guide meetings each week during term-time (some 130 meetings p.a.). There is a waiting list for some units as the building cannot safely accommodate further members

The weekly Hut Café is attended by 30 to 40 local people, many of whom are elderly. It enables them to meet and socialise (thus enhancing their quality of life) and at the local Art Group around a dozen people meet each week to pursue a stimulating hobby and develop their artistic skills.

The building is also used around four or five times each year for Family Bingo Evenings, which are enjoyed by 30 or more local people of all ages, and on an occasional but frequent basis as the venue for village people to hold events such as birthday parties and other celebrations, jumble sales and amateur drama rehearsals.

Once the new building is available, we plan to re-start the village Parent & Toddler Group (which had to cease as the existing building was no longer suitable). The improved facilities of the new building will also allow for the benefits BSGSG provides to meet the increased needs of the growing village population.

BSGSG hence serves the needs of local young and old people and provides great benefit to the local community as a whole.

Achievements & Performance

Statutory Declaration

The trustees declare that they have complied with their duty to have due regard to the guidance on public benefit published by the commission in exercising their powers or duties.

Summary of the Main Achievements of the Charity for the Year

During the period covered by this Annual Return, the existing Scout Hut has continued to be used for weekly meetings of Scouts, Cubs and Beavers, with around 70 members of the Scout Group involved. It is also used for the weekly meeting of the Brownies, with about 20 members.

There has also been an increase in the number of local community groups using the Scout Hut on a regular basis, with the Hut Café, Art Group, and Sewing Group all using the Hut on a weekly basis. A new Keep Fit for the Future group has also begun, meeting each week.

The local Ballet Group uses the Hut when other venues are not available and several family parties (birthday, baptism etc) have also been held.

The Church uses the Hut every month for communion and annually for a Lent Course.

The Village Show was based at the Scout Hut again and this draws in villagers who would not normally visit.

A St George's Day celebration was attended by over 50 local people (St George is the patron saint of Scouting and Guiding).

Other events held at the Hut have included auctions, 'nearly new' sales, Barford Residents' Assn. meetings and Bingo Evenings monthly during the winter months.

These have all demonstrated the function of the facilities provided by BSGSG in supporting primarily the local Scout and Guide units but also many other groups and individual events for the benefit of the local community.

The Charity's major current project the replacement of the existing Scout Hut with a new Youth & Community Centre, which will be larger, offer improved facilities and be better suited to use by all the local community.

During the year much progress towards that purpose was made, in particular with a new, long-term (30 year) Lease for the site (currently used for the Scout Hut and to be the site for the Youth & Community Centre in the future) being agreed with the Coventry Diocesan Trustees and the Rector and Church Wardens in April 2018.

A tender and specification process has been used to select the preferred contractor for the new Youth & Community Centre (Y&CC) and an architect engaged to draw up the plans and other documents needed for submission for planning application. This process has indicated an estimated cost of the new Y&CC as being around £250,000-£300,000.

The new building will be approx. 90% larger in area than the existing Scout Hut and will incorporate access and facilities for those with disabilities, a better kitchen and energy-efficient heating.

The financial position for continuing operation of the current Hut is strong.

For the new Y&CC, some £16,500 was raised during 2017/18 including a £2,500 grant from the Norton Foundation and donations totalling £1,500 from two housing developers.

During the year approximately £10,000 was used from the Y&CC fund to erect a new storage unit to replace the aged, prefabricated garages being used in the past for storage of Scout Group equipment and other materials. Including payment of architect's and planning application fees, £15,000 was spent from the Y&CC funds during 2017/18.

At the end of the year there was a balance of over £33,500 in the funds dedicated to the provision of the new Youth and Community centre.

Financial Review

Brief Statement of the Charity's Policy on Reserves

The Charity operates two current bank accounts and one savings account.

One current account is used for the expenses of operating the existing Scout Hut (utilities, cleaning, insurance, etc.) and the other is use to hold the funds for the new Youth & Community Centre project and make payments in relation to that project. The savings account holds a residual amount from the

establishment of the current Scout Hut; its funds will also be used towards final completion of the new Youth & Community Centre.

Details of Any Funds Materially in Deficit

None

Statutory Notes to the Accounts

Particulars of Any Outstanding Guarantee Given by the CIO

The Lease on the building is for 30 years at an initial cost of £100 per annum (with five-yearly increase in line with RPI inflation)

Particulars of Any Outstanding Debt

None.

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): Roderick Andrew Scott

Ian Stuart Cunningham Paterson

Position(s): Chairman and Trustee

Secretary and Trustee

Date: 17/12/18

17/12/18

Independent Examiner's Report on the Accounts

Not Required



CHARITY COMMISSION
FOR ENGLAND AND WALES

Edward Strens and Children's Support Group

1138563

Receipts and payments accounts

CC16a

For the period from	Period end date	To	Period end date
	01/04/2017		31/03/2018

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					
Donations, Grants and receipts	4,144	16,574	-	20,718	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	4,144	16,574	-	20,718	-
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	4,144	16,574	-	20,718	-
A3 Payments					
	2,627	15,228	-	17,855	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total	2,627	15,228	-	17,855	-
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	2,627	15,228	-	17,855	-
Net of receipts/(payments)	1,517	1,346	-	2,863	-
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	-	-	-	-	-
Cash funds this year end	1,517	1,346	-	2,863	-

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	Current Account	5,759	25,744	-
	Deposit Account	-	7,813	-
		-	-	-
	Total cash funds	5,759	33,557	-
	(agree balances with receipts and payments account(s))			

	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
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 liability relates	Amount due (optional)	When due (optional)
B5 Liabilities			-	
			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
R. A. Scott	R. A. SCOTT	11/12/2018



Barford Scouts & Guides Supporters' Group

Registered Charity Number 1166022



End of year accounts 31st March 2018

	Year ending 31 st March 2018			Year ending 31 st March 2017		
	Unrestricted <i>General fund</i> £	Restricted <i>Y&CC fund</i> £	Year end 2018 £	Unrestricted <i>General fund</i> £	Restricted <i>Y&CC fund</i> £	Year end 2017 £
Donations & Grants:						
Grants	600.00	2,500.00	3,100.00	588.00	3,573.13	4,161.13
Donations (Gift Aided)	0	1,596.40	1,596.40	0	2,702.00	2,702.00
Donations (non Gift Aided) ^a	0	6,406.87	6,406.87	30.00	8,780.45	8,810.45
Claimed Gift Aid	0	495.99	495.99	0	0	0
Receipts:						
Rental	1,847.50	0	1,847.50	1,786.50	0	1,786.50
Events ^b (<i>net of costs</i>)	470.00	5,551.21	6,021.21	263.00	4,017.56	4,280.56
100 Club (<i>net of costs</i>)	287.68	0	287.68	686.82	0	686.82
Water supplied	878.59	0	878.59	48.95	0	48.95
Interest ^c	0	24.26	24.26	0	39.63	39.63
Other	60.00	0	60.00	148.45	0	148.45
Total Income:	4,143.77	16,574.73	20,718.50	2,963.72	19,112.77	22,664.49

- a) Incl. SH Café, WI, Lions, Kendrick Homes, Spitfire Homes, and money raised through events not organised by BSGSG or BSGSG-affiliated groups/people.
b) Incl. bingo (for unrestricted fund) and (monthly) quizzes, Village Show, Breakfasts, and other events organised by BSGSG or BSGSG-affiliated groups/people.
c) Santander deposit account

	Unrestricted <i>General fund</i> £	Restricted <i>Y&CC fund</i> £	Year end 2018 £	Unrestricted <i>General fund</i> £	Restricted <i>Y&CC fund</i> £	Year end 2017 £
Expenditure:						
Utilities - water	807.33	0	807.33	57.56	0	57.56
Utilities - electricity	541.67	0	541.67	407.69	0	407.69
Rates	81.43	0	81.43	0	0	0
Insurance	952.01	0	952.01	714.72	0	714.72
Maintenance	50.00	0	50.00	75.00	0	75.00
Subsidies to Scouts and Brownies (<i>Leaders' expenses</i>)	179.30	0	179.30	172.93	0	172.93
Architect & Planning applications	0	3,328.96	3,328.96	0	0	0
Lease	0	1,725.00	1,725.00	0	0	0
Building work	0	10,097.56	10,097.56	0	100.00	100.00
Other	15.00	76.74	91.74	45.00	346.33	391.33
Total expenditure:	2,626.74	15,228.26	17,855.00	1,472.90	446.33	1,919.23

BARFORD SCOUTS & GUIDES SUPPORTERS GROUP
End of year accounts 31st March 2018
continued ...

	Unrestricted <i>General fund</i> £	Restricted <i>Y&CC fund</i> £	Year ending 31 st March 2018 £
Total income	4,143.77	16,574.73	
Total expenditure	(2,626.74)	(15,228.26)	
Balance for year:	1,517.03	1,346.47	2,863.50
Balance brought forward from previous year:			
Current account	4,241.28	24,423.27	28,664.55
Deposit account	0	7,789.22	7,789.22
Balance carried forward to next year:	5,758.31	33,558.96	39,317.27

Bank Reconciliation Mar 31 2018 Current Account General Fund	£
Current account (NatWest 66530709) (per statement)	5,759.56
Plus Project expenses still to be reimbursed from Project Account (£65.75 from 2015/16 + £48.00 from 2016/17)	113.75
Less cheques written not cashed	(0)
Less restricted building funds still to be transferred to Project Account (£15.00 from 2016/17 + £100.00 CAF donation paid into this account 27/02/2018)	(115.00)
Unrestricted balance:	£5,758.31

Bank Reconciliation Mar 31 2018 Restricted funds	£
Restricted balance in Santander deposit account (per statement)	7,813.48
Project account (NatWest 38510847) (per statement)	25,744.23
Plus outstanding payment from Current Account (see above)	115.00
Less Project expenses still to be paid back to Current Account (See above)	(113.75)
Restricted balance:	£33,558.96

Accounts held by BSGSG:		
<i>Unrestricted Fund:</i>	NatWest "Community Current Account" (<i>"Business Current Account" for non-profit organisations</i>)	GB21 NWBK 6012 3566 5307 09
<i>Restricted Fund:</i>	NatWest "Community Current Account" (<i>"Business Current Account" for non-profit organisations</i>)	GB24 NWBK 6012 3538 5108 47
	Santander "Treasurer's Saving Account"	GB95ABBY09015005007003

Prepared by: Mrs. Alex Farr, treasurer BSGSG, 12th April 2018



Independently examined by: Mr Doug Warne, August 2018