

Trustees' Annual Report

For the period

From (start date)

0 1 0 4 1 7

to end date

3 1 0 3 1 8

Section A

Reference and administration details

Charity name

2nd Abingdon Scout Group

Other names the charity is known by

Registered charity number (if any)

3 0 0 4 8 2

HQ registration number

1 0 0 2 2 8 0 6

Charity's principal address

9 St Nicholas Green

Abingdon

Oxon

Postcode

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Names of the charity trustees who manage the charity

	Trustee Name	Office (if any)	Dates acted if not for whole year
1	John Gledhill	Group Scout Leader	
2	Nigel Cribb	Chair	
3	Stuart Broad	Secretary	
4	David Herbertson	Treasurer	
5	Paul Shipman	Assistant GSL	
6	Dan Rendell	Trustee	
7	Nigel Pearson	Trustee	
8	Tony Allsopp	Trustee	
9	Louise Blackler	Trustee	
10	Darren Preece	Trustee	
11			
12			
13			
14			
15			

Names and addresses of advisers (optional information but encouraged as best practice)

Type of advisor	Name	Address

Section B

Structure, governance and management

Description of the charity's trusts

Type of governing document

The Group's 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.

(e.g. trust deed, constitution)

How the charity is constituted

The Group is a trust established under its rules which are common to all Scouts.

(e.g. trust, association, company)

Trustee selection methods

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

(e.g. appointed by, elected by)

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 3 months.

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. The Group is primarily reliant upon income from 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 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 a comprehensive insurance policies to ensure that insurable risks are covered.

Section C	Objectives and activities
<p>Summary of the objects of the charity set out in its governing document</p>	<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 and: - enjoy what they are doing and have fun - take part in activities indoors and outdoors - learn by doing - share in spiritual reflection - take responsibility and make choices - undertake new and challenging activities - make and live by their Promise.</p>
<p>Summary of the main activities in relation to these objects</p>	<p>et the objectives of the Scout Association. Activities during th</p>
<p>Additional details of the objectives and activities (optional information but encouraged as best practice)</p>	
<p>You may choose to include further statements, where relevant, about:</p> <ul style="list-style-type: none"> • policy on grantmaking; • contribution made by volunteers; • policy on investments. 	<p>The Group are in the lucky situation where the vast majority of the young people's parents volunteer to participate in the fundraising and Scouting Activities along with the groups leaders.</p>

Public benefit statement

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.

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

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. The Group Executive Committee considers that the group should hold a sum equivalent to 6 months running costs, circa £10,000.

The Group held reserves of approximately £10,000 against this at year end.

Quantify and explain any designations

... agreed by the Exec Committee at £10,000 due to the lack of flood insurance available following the Groups premises

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

None

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

Investment Policy

The Group's Income and Expenditure is very small and as a consequence does not have sufficient funds to invest in longer-term investments such as stocks and shares. The Group has therefore adopted a low risk strategy to the investment of its funds. All funds are held in cash using only mainstream banks or building societies or The Scout Association's Short Term Investment Service.

The Group Executive regularly monitors the levels of bank balances and the interest rates received to ensure the group obtains maximum value and income from its banking arrangements. Occasionally this may involve using an account that requires a period of notice before funds may be withdrawn, before doing so the Group Executive considers the cash flow requirements.

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.

Section F

Other Optional Information

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

As well as continuing to offer a full and varied programme of

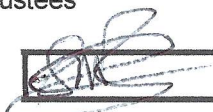
Section G

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)

SWARTZ ROAD

Position (eg Secretary, Chair)

SECRETARY

Date

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Treasurer's Report Apr 2018: 2nd Abingdon Scout Group

General

Cash flow accounts for Financial Year 2017/18 are presented, combining the main current account alongside the Sea Scouts' account.

The accounts are broken down into General Income (e.g. subscriptions), and Other Income (e.g. fund raising activities), with Expenditure appearing below these incomes.

Transfer of funds between accounts is shown also.

Analysis of Expenditure

The table below provides a summary of expenses for the group over 2017/18, alongside the similar expense items for previous years.

Analysis of Expenses	2017 - 18	2016 - 17	2015 - 16	2014 - 15	2013 - 14
General Expenses					
Capitation	4200.00	3748.50	3737.25	2287.00	3963.00
Insurance	2032.15	2388.48	3220.10	2957.71	3164.51
Electricity (Combined)	726.00	708.00	576.00	588.72	691.00
Thames Water	623.53				
HQ Maintenance	376.04				
Photocopier	240.00	240.00	240.00	240.00	157.85
Gas	1480.40	1467.24	3514.07	2389.01	2930.54
WIFI Hub	135.36	75.00	0.00	0.00	0.00
BB rent	500.00	500.00	600.00	400.00	400.00
License & Subscriptions	265.52	248.82	428.82	505.18	226.06
Activies	1425.22				
RN Activities	1040.82				
Uniform	431.16	345.12	0.00	0.00	0.00
Badges	894.14	806.61	1253.21	323.09	814.96
Misc	64.21	54.12	0.00	30.00	0.00
Total General Expenses	14434.55	10581.89	13569.45	9720.71	12347.92
Capital Expenses					
Equipment	2424.00	767.94	75.00	1402.00	101.94
Build & Boat Maintenance	2147.84	16462.64	9704.20	8949.39	33010.49
Total Capital Expenses	4571.84				
Expenses for Fundraising	8152.11				
Camping Expenses	4267.24				
Additional Expenses	12419.35				
Total Expenses	31425.74	27812.47	23348.65	20072.21	45460.35

It is worth noting that the sum total that we expect to receive each year via Subscriptions, Gift Aid, parental contributions towards camping & activities, and Explorer's rent covers the General Expenses itemised above. As such we are covering our running costs adequately at the moment. Funds received via fundraising activities and donations help the group to save towards future significant capital expenditure and building maintenance.

Analysis of Fundraising and Donations

The table below provides a breakdown of fundraising and donations over the past year, with totals for previous years for comparison. Fundraising has been particularly successful over the past 12 months, as the figures show.

Fundraising & Donations (after Expenses)	2017 - 18	2016 - 17	2015 - 16	2014 -15	2013 - 14
Fireworks	9463.98	6192.89	4843.26	3952.62	3119.60
Other Fundraising	2449.41	4542.73	1290.53	1076.66	1522.52
Hire of Hall	480.00	400.00	240.00	384.00	0.00
Total Fundraising	12393.39	11135.62	6373.79	5413.28	4642.12
Donations	3881.05	655.00	0.00	0.00	3944.00
Total Fundraising & Donations	16274.44	11790.62	6373.79	5413.28	8586.12

We continue with a set of regular fundraising events throughout the year. These regular events are:-

- Abingdon Marathon Burger Stand at Tilsley Park in November.
- Fireworks Display at Long Furlong in November.

Summary

Figures for the end of March 2018 show total cash position of **£32,505.38**, compared with **£20,248.57** in March 2017. This increase in cash position is as a result of the years fundraising activities and an increase of donations to the group.

A total of **£65K** has been spent on the HQ over the past 5 years on shower block, new windows, guttering and a new boiler. It looks likely that high maintenance costs will continue in the next year, with the need for major repairs to the main hall flooring and finalising the remodelling of the Boat Base. The cost for this has been budgeted for £10,000.

The balance of funds received via subscriptions was **£12,608.00**. This year we did not receive Gift Aid or rent from the Explorer Unit however we do expect these amounts to be received during the next 12 months. Despite the demands on funding, the accounts remain healthy, as the cash position clearly shows.

Since it has been asked previously, it is worth noting that we aim to go no lower than £10k in cash position, in order to provide adequate cover for any unforeseen circumstances. The most notable risk among these is flooding, which we cannot obtain insurance cover for.

Stuart Broad
31st December 2018

2nd Abingdon Scout Group - Receipts & Payments for year ended 31st March 2018

	T S B	Sea Scouts	Total	Note
Open Accounts Balance	£18,621.73	£1,626.84	£20,248.57	
General Receipts				
Subscriptions	£9,236.00	£3,372.00	£12,608.00	
Gift Aid Income	£0.00	£0.00	£0.00	1
Explorers' Rent	£0.00	£0.00	£0.00	2
	£9,236.00	£3,372.00	£12,608.00	
Other Receipts				
Fireworks	£16,121.00	£0.00	£16,121.00	
Donations	£3,881.05	£0.00	£3,881.05	
Other Fund Raising	£3,504.50	£440.00	£3,944.50	3
Hall Hire	£480.00	£0.00	£480.00	
External Sources Sub Total	£23,986.55	£440.00	£24,426.55	4
Camping	£1,980.00	£2,120.00	£4,100.00	
Activities	£847.30	£711.50	£1,558.80	
RN Funding	£0.00	£0.00	£0.00	
RN Activities	£0.00	£610.00	£610.00	
Boat Base Maintenance	£0.00	£0.00	£0.00	
Uniform	£21.00	£358.20	£379.20	
Sale of Equipment	£0.00	£0.00	£0.00	
Interest	£0.00	£0.00	£0.00	
	£26,834.85	£4,239.70	£31,074.55	
TOTAL RECEIPTS	£36,070.85	£7,611.70	£43,682.55	
Expenses directly incurred with income				
Fireworks Fundraising	£6,657.02	£0.00	£6,657.02	
Other Fundraising	£1,495.09	£0.00	£1,495.09	
Fundraising Sub Total	£8,152.11	£0.00	£8,152.11	5
Camping	£1,736.25	£2,530.99	£4,267.24	
	£9,888.36	£2,530.99	£12,419.35	
Capitation & Insurance				
Capitation	£4,200.00	£0.00	£4,200.00	
Insurance	£2,032.15	£0.00	£2,032.15	
	£6,232.15	£0.00	£6,232.15	
Scout HQ				
Southern Electric	£594.00	£0.00	£594.00	
Thames Water	£623.53	£0.00	£623.53	
Cleaning & Cleaning Materials	£0.00	£0.00	£0.00	
HQ Maintenance	£376.04	£0.00	£376.04	
PhotoCopier	£240.00	£0.00	£240.00	
Gas	£1,480.40	£0.00	£1,480.40	
Building Work	£0.00	£0.00	£0.00	
WiFi Hub	£135.36	£0.00	£135.36	
	£3,449.33	£0.00	£3,449.33	

Boat Base

Rent (OxCC)	£500.00	£0.00	£500.00
Southern Electric	£132.00	£0.00	£132.00
Boatbase & Boating			
Maintenance	£108.00	£2,039.84	£2,147.84
Boat Licences & Subscriptions	£0.00	£265.52	£265.52
	£740.00	£2,305.36	£3,045.36

General Expenses

Activities	£1,135.53	£289.69	£1,425.22
RN Activities	£120.12	£920.70	£1,040.82
Uniform	£0.00	£431.16	£431.16
Badges	£58.80	£835.34	£894.14
Equipment	£0.00	£0.00	£0.00
Training	£0.00	£0.00	£0.00
Miscellaneous	£0.00	£64.21	£64.21
			£0.00
	£1,314.45	£2,541.10	£3,855.55

Equipment Expenses

Boats & Trailers	£0.00	£0.00	£0.00
Equipment	£2,424.00	£0.00	£2,424.00
Photocopier			£0.00
	£2,424.00	£0.00	£2,424.00

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TOTAL EXPENSES

£24,048.29	£7,377.45	£31,425.74
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Account Transfers

Subs Transfers	£1,006.00	£1,006.00	£0.00
Boatbase Refurbishment	-£1,800.00	£1,800.00	£0.00
RN Activities	-£75.00	£75.00	£0.00
Badges	-£557.40	£557.40	£0.00
Boating Licences			
Admin	-£64.21	£64.21	£0.00
Net Transfer Totals	-£1,490.61	£1,490.61	£0.00

Balance b/f	£18,621.73	£1,626.84	£20,248.57
Receipts	£36,070.85	£7,611.70	£43,682.55
Transfers In	£1,006.00	£2,496.61	£3,502.61
Expenses	-£24,048.29	£7,377.45	£31,425.74
Transfers Out	-£2,496.61	£1,006.00	-£3,502.61
Balance c/f	£29,153.68	£3,351.70	£32,505.38

NET RECEIPTS OVER EXPENSES

£10,531.95	£1,724.86	£12,256.81
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Notes

- 1) Explorers not invoiced
- 2) Gift Aid not paid by HMRC for calendar year 2017
- 3) Includes payments by other scout groups for use of Binsey Boat Base
- 4) Total Income generated from external sources
- 5) Total costs incurred for fundraising
- 6) Equipment purchase = 2 x BBQs & 6 x tents

Independent Examiner's Report to the Trustees of the

2nd Abingdon SCOUT GROUP

I report on the accounts of the Group for the year ended 31st March 2018 which comprise the Statement of Financial Activities, the Balance Sheet and related notes set out on pages. 1-4

This report is made solely to the trustees in accordance with Section 145 of the Charities Act 2011. My work has been undertaken so that I might state to the charity's trustees those matters I am required to state to them in an Independent Examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the charity and the charity's trustees for my examination work.

Respective responsibilities of Trustees and Examiner

The Group's trustees are responsible for the preparation of the accounts. They 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 Commissioners (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 report

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the Group/District 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 you as 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:

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.

Name:STEPHEN BISHOP

Qualification:ACMA CGMA

Address:55 THE GREEN ROWLANDS CASTLE

.....HAMPSHIRE PO9 6AA

Date:26/1/2019