

28TH CAMBRIDGE (ST JOHN'S) SCOUT GROUP

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST DECEMBER 2018

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SCOUT GROUP LEADER: Geoff Oliver

TRUSTEES: Geoff Oliver
Jeremy Racher
Katherine Church
Catherine Pearson (resigned 6th June 2018)
Katharine Laura Gerlach
Claire Jarman (appointed 5th May 2018)
Clennell Collingwood (appointed 5th May 2018)
Philip Colligan (appointed 5th May 2018)

PRINCIPAL OFFICE: Group Headquarters
Flamsteed Road
Cambridge

CHARITY NUMBER: 300713

INDEPENDENT EXAMINER: Ian Shipley FCCA
For and on behalf of:
Prentis & Co LLP
115c Milton Road
Cambridge
CB4 1XE

BANKERS: Lloyds Bank Plc
6 St Andrews Street
Cambridge
CB2 3AX

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST DECEMBER 2018

TRUSTEES ANNUAL REPORT

The trustees present their annual report for the 28th Cambridge (St John's) Scout Group for the year ended 31st December 2018.

The financial statements comply with the Charities Act 2011 and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015), as modified by the exemptions for small charities provided in Update Bulletin 1.

STRUCTURE, GOVERNANCE AND MANAGEMENT
GOVERNING DOCUMENT

The Scout Group was established by Scout Trust Deed in 1969 and registered as a charity on 21st June 1971.

ORGANISATION AND APPOINTMENT OF TRUSTEES

The 28th Cambridge (St John's) Scout Group consists of volunteer leaders and helpers, parents/guardians and young people involved in the Scouting movement and is supported by the Executive Committee dealing with the administrative and financial management of the Group, organising such matters as raising funds, Headquarters' maintenance and other users of the building and the renovation project. The Chair is appointed by the Group Scout Leader and approved by the Group at its AGM; the Treasurer and other members of the Executive Committee are appointed at the AGM, but look to involve other volunteers.

RISK MANAGEMENT

The trustees have examined the major strategic, business and operational risk within the Scout Group and confirm that systems have been established to enable regular reports to be produced so that necessary steps can be taken to lessen those risks.

OBJECTIVES AND ACTIVITIES

The key objective of the 28th Cambridge (St John's) Scout Group is to involve young people in the Scouting movement and allow them to experience the wide range of Scouting activities. The Group runs five sections for Beavers (6-8 years), Cubs (8-10 and a half) and Scouts (10 and a half up to 14+) with a packed programme of weekly meetings in term time, camps and other activities with a team of volunteer leaders and Young Leaders many of whom are former scouts in the Group.

ACHIEVEMENTS, PERFORMANCE AND PUBLIC BENEFIT

28th Cambridge is a thriving Scout Group well recognised in the District with waiting lists for each section with a high number of awards and badges earned. The Group tries to offer the experience of Scouting to as many young people as possible and now runs meetings on Monday and Tuesday evenings. We hold a popular family camp so that other members of the family can share the experience. The benefit of the Scouting experience is not only the great enjoyment in being involved in all the wide range of activities but also the confidence it gives to young people to become involved and to work together and tackle new experiences throughout life - to live the adventure.

The Group benefits from a Headquarters building on a site leased from the local Council in Flamsteed Road and through grant funding from the Council has substantially renovated the building.

The HQ building is a valuable resource for hire to the community and in use morning and evening 6, and occasionally 7, times a week by regular users.

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST DECEMBER 2018

TRUSTEES ANNUAL REPORT/continued

FINANCIAL REVIEW AND RESERVES

The trustees consider the results and financial position satisfactory for the year. The Statement of Financial Activities shows a deficit after depreciation of £1195 (surplus in 2017 of £1849).

Unrestricted reserves have increased to £171238 and free reserves are £38100 which is also considered satisfactory.

The trustees review the level of reserves from time to time to ensure there is a sufficient level to meet future and unexpected obligations such as property repairs, whilst ensuring the continuance of the Scout Group.

STATEMENT OF TRUSTEES RESPONSIBILITIES

The trustees are required by charity law to prepare financial statements for each year which give a true and fair view of the state of affairs of the charity and of the surplus or deficit of the charity for that year. In preparing these financial statements the trustees are required to:-

- (a) Select suitable accounting policies and then apply them consistently;
- (b) Make judgements and estimates that are reasonable and prudent;
- (c) Prepare the financial statements on a going concern basis unless it is inappropriate to presume that the Charity will continue in operation.
- (d) State whether the policies adopted are in accordance with the Charities Act 2011 and with applicable accounting standards and statements of recommended practice, subject to any material departure disclosed and explained in the financial statements;
- (e) Observe the methods and principals of the Charities SORP

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to ensure that the financial statements comply with the Charities Act.

The trustees are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees confirm they have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the charity's aims and objectives and in planning future activities.

ON BEHALF OF THE TRUSTEES



Geoff Oliver
Scout Group Leader

Date: 4/5/19

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST DECEMBER 2018

INDEPENDENT EXAMINERS REPORT TO THE TRUSTEES OF 28TH CAMBRIDGE (ST JOHN'S) SCOUT GROUP

I report on the accounts of the Scout Group for the year ended 31st December 2018 which are set out on pages 4 to 8.

RESPECTIVE RESPONSIBILITIES OF COUNCIL MEMBERS AND EXAMINERS

The 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(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the General Directions given by the Charity Commission under section 145(5)(b) of 2011 Act; and
- to state whether particular matters have come to my attention.

BASIS OF INDEPENDENT EXAMINERS REPORT

My examination was carried out in accordance with the 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 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 EXAMINERS STATEMENT

In connection with my examination, no matter has come to my attention:

- (1) which give reasonable cause to believe that, in any material respect, the requirements:
 - to keep accounting records in accordance with section 130 of the 2011 Act; and
 - to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 2011 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.



IAN SHIPLEY FCCA
FOR AND ON BEHALF OF:
PRENTIS & CO LLP
CHARTERED ACCOUNTANTS &
INDEPENDENT EXAMINERS

115c Milton Road
Cambridge
CB4 1XE

16th May 2019

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST DECEMBER 2018

STATEMENT OF FINANCIAL ACTIVITIES

	Notes	Unrestricted Funds 2018 £	Restricted Funds 2018 £	Total 2018 £	Total 2017 £
INCOME					
Income from charitable activities:					
Subscriptions		7539	-	7539	6598
Fundraising events		362	1047	1409	235
Camping and Activity Days		23105	-	23105	13705
Income from other activities:					
Rental		9414	-	9414	11040
Interest receivable		162	-	162	-
TOTAL INCOME		40582	1047	41629	31578
EXPENDITURE					
Charitable activities	2	36521	6303	42824	29729
TOTAL EXPENDITURE		36521	6303	42824	29729
NET INCOME/(EXPENDITURE) FOR THE YEAR		4061	(5256)	(1195)	1849
RECONCILIATION OF FUNDS					
Total fund balance brought forward		167177	96000	263177	261328
Total fund balance carried forward		171238	90744	261982	263177

The Statement of Financial Activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities.


The notes on pages 6 to 8 form part of these financial statements.

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST DECEMBER 2018

BALANCE SHEET

	Notes	2018 £	2017 £
FIXED ASSETS	3	223882	229882
CURRENT ASSETS			
Cash at bank	4	37884	33367
Debtors	5	746	433
TOTAL CURRENT ASSETS		<u>38630</u>	<u>33800</u>
LIABILITIES			
Creditors: Due within one year	6	<u>530</u>	<u>505</u>
NET CURRENT ASSETS		38100	33295
TOTAL NET ASSETS		<u>261982</u>	<u>263177</u>
THE FUNDS OF THE CHARITY			
Restricted funds	7	90744	96000
Unrestricted funds	7	171238	167177
TOTAL CHARITY FUNDS		<u>261982</u>	<u>263177</u>

The financial statements were approved by the trustees on

4/5/19 

 Geoff Oliver
 Scout Group Leader

The notes on pages 6 to 8 form part of these financial statements.

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST DECEMBER 2018

NOTES TO THE FINANCIAL STATEMENTS

1. ACCOUNTING POLICIES

(a) BASIS OF PREPARATION OF FINANCIAL STATEMENTS

The financial statements have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes to these financial statements. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) issued on 16th July 2014 and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011.

The trustees consider there are no material uncertainties about the Group's ability to continue as a going concern.

(b) RECONCILIATION WITH PREVIOUS GENERALLY ACCEPTED ACCOUNTING PRACTICE

In preparing the financial statements, the trustees have considered whether in applying the accounting policies required by FRS 102 and the Charities SORP FR102 a restatement of comparative items was needed. No restatements were required.

(c) STATEMENT OF CASH FLOWS

The trustees have opted to take advantage of the amendment to Charities SORP FRS 102, whereas only larger charities are required to prepare a statement of cash flow.

(d) INCOME

Income represents the amount derived from the charity's ordinary activities. Income is recognised in the period in which the charity is entitled to receipt and the amount can be measured with reasonable certainty. No income is stated net of any associated expenditure.

(e) EXPENDITURE

All expenditure is accounted for on an accruals basis. Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services to beneficiaries. Governance costs include costs associated with meeting the constitutional and statutory requirements of the charity and are part of the charity's activities. Expenditure is allocated to expense headings on a direct cost basis.

(f) FIXED ASSETS AND DEPRECIATION

Tangible fixed assets are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost of fixed assets, less their estimated residual value, over their expected useful lives on the following basis:

The property held is a leasehold held on behalf of the Group by the Scout Association as custodian trustee. During 2012/13 improvements were carried out on the property, amounting to £118258 and these are considered to have a useful economic life of 20 years. The depreciation is written off to restricted funds as a restricted grant was received from Cambridge City Council for the improvements.

Leasehold improvements	- 20 years
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FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST DECEMBER 2018

NOTES TO THE FINANCIAL STATEMENTS

2.	EXPENDITURE ON CHARITABLE ACTIVITIES	Unrestricted 2018 £	Restricted 2018 £	Total 2018 £	Total 2017 £
	Scouting activities - Camps/activity days	20567	303	20870	11147
	Scouting activities - Weekly meetings	1297	-	1297	1652
	Capitation	3966	-	3966	4197
	Insurance	1523	-	1523	1425
	Utility bills	2390	-	2390	1869
	Ground rent	1113	-	1113	900
	Rates	-	-	-	(706)
	Building maintenance	1135	-	1135	1074
	Equipment	3965	-	3965	1606
	Depreciation	-	6000	6000	6000
	Independent Examination	565	-	565	565
		<u>36521</u>	<u>6303</u>	<u>42824</u>	<u>29729</u>
3.	FIXED ASSETS				2018
	COST				£
	Balance at 1st January 2018				253882
	Additions				-
	Balance at 31st December 2018				<u>253882</u>
	DEPRECIATION				
	Balance at 1st January 2018				24000
	Charge for the year				6000
	Balance at 31st December 2018				<u>30000</u>
	Net book value at 31st December 2017				<u>229882</u>
	Net book value at 31st December 2018				<u>223882</u>
4.	CASH AT BANK			2018	2017
				£	£
	Current account			34398	29878
	NSB - Reserve			3486	3324
	Petty cash			-	165
				<u>37884</u>	<u>33367</u>
5.	DEBTORS			2018	2017
				£	£
	Prepayments and accrued income			746	433
6.	CREDITORS			2018	2017
				£	£
	Independent Examination			530	505

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST DECEMBER 2018

NOTES TO THE FINANCIAL STATEMENTS

7.	ACCUMULATED FUNDS	Balance at			Balance at
		1st January			31st December
		2018	Income	Expenditure	2018
		£	£	£	£
	Restricted funds				
	Grant received	96000	-	6000	90000
	Hardship Fund	-	1047	303	744
	Total Restricted funds	96000	1047	6303	90744
	Unrestricted funds	166853	39932	36521	170264
	Designated funds	324	650	-	974
	Total Unrestricted funds	167177	40582	36521	171238
	TOTAL FUNDS	263177	41629	42824	261982

Restricted Funds

Hardship Fund. This is money given by Kynaston Lodge to support Beavers/Cubs/Scouts from a disadvantaged background.

Designated Funds

Tent Fund. This is for tent replacements.

8. STAFF COSTS

There are no staff costs.

The trustees consider they are the key management and are not remunerated.

In common with other Scout Groups, trustees can have members of family participating in activities and members of the Group. All activities and membership are on the same terms as the other users.

9. FINANCIAL COMMITMENTS

The Scout Group has total financial commitments (lease on property) of £4500. Commitments are over 5 years.

