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1st Camelsdale Scout Group

Registered charity number 268462

Trustees' Annual Report

For the year 1st September 2017 to 31st August 2018



Trustees' Annual Report

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Trustees' Annual Report

For the year 1st September 2017 to 31st August 2018

A. Reference and administration details

1st Camelsdale Scout Group

Registered charity number 268462

Scout HQ, Marley Lane, Camelsdale, Haslemere GU27 3RF

Names of the charity trustees who manage the charity :-

Trustee Name	Office (if any)	Dates acted if not for whole period above
Rebecca Jones	Chairperson	
Mark Russell	Group Scout Leader	
Zoe White	Treasurer	
Lisa Gregory	Secretary	

B. Structure, governance and management

The Group's governing documents are those of 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.

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

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

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.

The Group Executive Committee consists of Chairperson, Treasurer and Secretary together with the Group Scout Leader, individual Section leaders (Beavers, Cubs and Scouts) and other independent representatives and meets approximately 5 times per year.

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 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 comprehensive insurance policies to ensure that insurable risks are covered.

C. Objectives and activities

The objectives of the group are as a unit of The Scout Association.

The Aim of The Scout Association 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 communities. The method of achieving the Aim of the Association is by providing an enjoyable and attractive scheme of progressive training, based on the Scout Promise and Law and guided by adult leadership.

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.

D. Achievements and performance

With 81 uniformed members and 17 leaders at the annual census (January 2018), we have the membership base and leader teams to put the Group in a strong position with plans to continue to expand each of the youth sections and to upgrade the Scout Hut in the next decade.

E. Financial Review

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 running costs for 6 months, circa £3,000. The Committee also requires the Group to hold circa £10,000 to cover unplanned expenditure that could arise from maintaining an aging HQ building and surrounding woodland and campsite. Therefore, a total of £13,000 is required.

In addition to this amount the group has designated the following expenditure for the coming financial year from this year's receipts –

£3500	Log Cabin
£1000	Bushcraft
£1000	Mess tent repairs
£520	Hut Repairs
£350	Gas Cage
£100	Sainsburys Active Kids Vouchers.

The Group held unrestricted funds of £18,537 against this requirement at period end. This is slightly below the level required as explained above.

Investment Policy

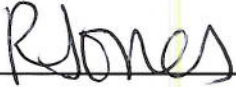
The Group does not have sufficient funds to invest in longer term investments. The Group has therefore adopted a risk averse strategy to the investment of its funds. All funds are held in cash using only mainstream banks or building societies.

F. Other optional information

The Trustees have no additional information to include in this report

G. Declaration

The trustees declare that they have approved the Trustees' Report above
Signed on behalf of the charity's Trustees

A handwritten signature in black ink that reads "R Jones". The signature is written in a cursive style and is positioned above a horizontal line.

Rebecca Jones – Chairperson

7th November 2018

Independent Examiner's Report to the Trustees of 1st Camelsdale Scout Group Registered charity number 268462

I report on the accounts of the Group for the year ended 31 August 2018 which comprise the Receipts and Payments Accounts and related notes set out on pages 7 to 9. 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 period (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 and a comparison of the accounts presented with those records. It also includes consideration of any unusual items of 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 account 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: AMANDA HODSON

Address: 5 HERONDALE, HASLEMERE, SURREY GU27 1RQ .

27 October 2018

1st CAMELSDALE SCOUT GROUP

REGISTERED CHARITY 268462

RECEIPTS AND PAYMENTS ACCOUNTS

FOR THE PERIOD 1 SEPTEMBER 2017 TO 31 AUGUST 2018

SECTION A - Receipts and payments

	Unrestricted Fund	Restricted Fund	TOTAL 2017/18	TOTAL 2016/17
Receipts				
Membership Subscriptions	11,066	-	11,066	12,276
Less : Membership subscriptions paid onto District	(4,010)	-	(4,010)	(4,320)
Net membership subscriptions retained	7,057	-	7,057	7,956
GitfAid	-	2,390	2,390	-
Rents from hire of Scout HQ	3,715	-	3,715	4,020
Fundraising events income	2,447	3,112	5,559	7,089
Camp contributions received	16,875	-	16,875	6,141
Trip contributions received	1,770	-	1,770	2,009
Sundry income	520	-	520	602
Total receipts	32,382	5,502	37,884	27,816
Payments				
MyScout & GoCardless fees	765	-	765	762
Scout hut standing costs	3,771	-	3,771	3,501
Scout hut running costs	2,066	1,000	3,066	1,769
Scout hut woodland maintenance costs	886	-	886	462
Fundraising events costs	665	-	665	475
Donations paid	52	-	52	52
Camp costs paid	18,010	-	18,010	5,737
Trip costs paid	2,181	-	2,181	2,546
Other activity costs paid	2,287	-	2,287	1,637
Scouting equipment purchased	557	-	557	3,268
Badges, scarves & handbooks purchased	571	-	571	848
Leader training & support	1,366	-	1,366	197
Legal & professional fees	-	-	-	-
Sundry costs	290	-	290	-
Total payments	33,466	1,000	34,466	21,255
Net of receipts	(1,084)	4,502	3,418	6,561
Cash funds last year end	19,621	13,447	33,068	26,508
Cash funds this year end	18,537	17,949	36,486	33,068

SECTION B - Statement of assets and liabilities

	Unrestricted Fund	Restricted Fund	TOTAL 2017/18	TOTAL 2016/17
Cash funds				
Bank current accounts	18,493	686	19,179	20,968
Bank deposit account	-	17,263	17,263	12,070
Cash in hand	44	-	44	30
Total cash funds	18,537	17,949	36,486	33,068

The accounts were approved by the Trustees on 7th November 2018 and signed on their behalf by



Rebecca Jones - Chair



Zoe White - Group Treasurer

1st Camelsdale Scout Group
Registered Charity 268462
Notes to the Accounts

1. The accounts have been prepared on the basis of historic cost. There has been no change to the accounting policies since last year.
2. The Group owns the freehold land and building located on Marley Lane, GU27 3RF which is used for Scouting activities and is hired out to generate income for the Group. The property was purchased for a peppercorn amount in 1964 and has not been valued in the accounts.
3. The movements in restricted funds during the year were :

	Bal b/fwd	Receipts	Payments	Bal c/fwd
Tent fund	455	-	-	455
Hut Repairs		1,000	(1,000)	-
Hardship fund	250	-	-	250
Rebuilding fund	12,742	4,502	-	17,244
	<u>13,447</u>	<u>5,502</u>	<u>(1,000)</u>	<u>17,949</u>

The Tent fund represents a donation made from Linchmere Parish Council to pay for new tents for the Group.

The Hut Repairs Fund represents a donation provided by Haslemere Town Council for the maintenance and repair of 12 metal windows.

The Hardship fund represents a donation made to pay for membership fees, camp fees and related equipment for youth members whose families are unable to pay. There are no such youth members in the Group, therefore this fund has not been spent during the period.

The Rebuilding fund represents accumulated donations and fundraising for the rebuilding of the Scout Hut, which can only be spent for that purpose.

4. All Trustees and Leaders give their time voluntarily and receive no remuneration.