

1st Camelsdale Scout Group

Registered charity number 268462

Trustees' Annual Report

For the year 1st September 2020 to 31st August 2021



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Trustees' Annual Report

For the year 1st September 2020 to 31st August 2021

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	1 st August 2020 – 31 st December 2020
Stevan Rose	Group Scout Leader	1 st January 2021 – 31 st August 2021
Zoe White	Treasurer	
Kate Perry	Secretary	1 st September 2020 – 1 st February 2021
Kate Russell	Secretary	2nd February 2021 – 31 st August 2021

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 80 uniformed members and 12 leaders at the annual census (January 2021), 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 £5,000. 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 £15,000 is required.

In addition to this amount the Group has designated the following expenditure for the coming financial year from this years' receipts:

£3,000	Log cabin completion works
£10,000	Hut repairs
£3,000	Diseased tree felling
£1,000	Replacement barrier fence
£1,050	Fire Pit Shelter

£100	Sainsbury's Active Kids Vouchers
£500	Tree bog completion
£2,000	Leader training
£2,500	Camping equipment new and repairs
£23,150	Total designated funds

The Group held unrestricted funds totalling £40775 against this requirement at period end. This is slightly above the level required as explained above, and is mainly due to our being accepted for a number of Covid Grants. We anticipate the coming year will continue to see lower income compared to pre-Covid levels if there are further pandemic (Covid-19) restrictions.

NB The above designated funds are higher than we would usually expect, but during the past year to 18 months it has not been possible to complete a number of activities planned to maintain the hut and grounds.

Any surplus funds from the activities listed above once they are complete will be moved to hut rebuild fund, as agreed by the Trustees at the time.

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.

N.B. 284 Barclay Shares are held in trust on our behalf which resulted from de-mutualisation of a previously held Building Society Account. On 31st^h August 2021, these shares were valued at 184.90 per share.

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



Rebecca Jones – Chairperson

Date: 21/10/2021

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

I report to the trustees on my examination of the accounts of the Group 1st Camelsdale Scouts for the year ended 31 August 2021 which comprise the Receipts and Payments Accounts and related notes set out on pages 5-7.

Responsibilities and basis of report

As the charity trustees of 1st Camelsdale Scouts you are responsible for the preparation of the account in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the 1st Camelsdale Scouts accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent Examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the 1st Camelsdale Scouts as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Signed: 

Name: AMANDA HODSON

Relevant professional qualification or membership of professional bodies (if any):

Address: 5, HERONDALE, HASLEMERE, GU27 1EQ

Date: 18/10/2021

1st CAMELSDALE SCOUT GROUP
REGISTERED CHARITY 268462
RECEIPTS AND PAYMENTS ACCOUNTS
FOR THE PERIOD 1 SEPTEMBER 2020 TO 31 AUGUST 2021

SECTION A - Receipts and payments

	Unrestricted Fund	Restricted Fund	TOTAL 2020/21	TOTAL 2019/20
Receipts				
Membership Subscriptions	8,258	-	8,258	7,988
Less : Membership subscriptions paid onto District	(3,500)	-	(3,500)	(4,386)
Net membership subscriptions retained	4,758	-	4,758	3,602
GiftAid	-	-	-	-
Grants received due to Covid	17,908	-	17,908	10,000
Rents from hire of Scout HQ	3,163	-	3,163	1,882
Fundraising events income	515	1,965	2,480	5,190
Camp contributions received	400	-	400	545
Trip contributions received	-	-	-	651
Sundry income	138	-	138	178
Total receipts	26,883	1,965	28,847	22,049
Payments				
MyScout & GoCardless fees	585	-	585	437
Scout hut standing costs	3,610	-	3,610	3,975
Scout hut running costs	1,395	-	1,395	1,672
Scout hut woodland maintenance costs	274	-	274	212
Fundraising events costs	10	-	10	364
Donations paid	52	-	52	52
Camp costs paid	361	-	361	1,104
Trip costs paid	-	-	-	413
Other activity costs paid	655	-	655	1,556
Scouting equipment purchased	1,586	-	1,586	4,091
Badges, scarves & handbooks purchased	298	-	298	623
Leader training & support	237	-	237	257
Legal & professional fees	-	-	-	-
Sundry costs	63	108	171	106
Total payments	9,127	108	9,235	14,861
Net of receipts	17,756	1,857	19,613	7,188
Cash funds last year end	22,995	31,037	54,031	46,843
Cash funds this year end	40,751	32,894	73,644	54,031

SECTION B - Statement of assets and liabilities

	Unrestricted Fund	Restricted Fund	TOTAL 2020/21	TOTAL 2019/20
Cash funds				
Bank current accounts	40,599	142	40,741	23,016
Bank deposit account	-	32,752	32,752	30,864
Cash in hand	151	-	151	151
Total cash funds	40,751	32,894	73,644	54,031

The accounts were approved by the Trustees on



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
Hardship fund	173	77	(108)	142
Rebuilding fund	30,864	1,888	-	32,752
	<u>31,037</u>	<u>1,965</u>	<u>(108)</u>	<u>32,894</u>

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. This period there was one hardship case where the fund has been used to pay for their annual subscription.

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

4. We've continued to experience a considerable reduction in our usual income due to Covid restrictions. This year the main impact has been in the lack of face to face fundraising activities, the reduction in hut rental income and lower than pre-Covid membership subscriptions. We are bound to follow Government and National Youth Agency guidelines regarding any face to face activities, which has reduced these from their pre Covid levels accordingly. We have received from the local council (Chichester District Council) the appropriate Covid Grants totalling £17,908 which has helped considerably in covering this lack of income. (N.B. included in the rental income is £498 of deposits paid but bookings cancelled due to Covid, but replacement bookings have been made for the coming financial year)
5. Due to the lack of use over the last year, we have found that our aging hut has deteriorated and is in need to repair to extend its life whilst we raise funds etc. for its replacement. We anticipate we may need to spend around £10,000, which is included in designated funds for the coming year.
6. All Trustees and Leaders give their time voluntarily and receive no remuneration.