

# 1<sup>st</sup> GOSSOMS END SCOUT GROUP

## Trustees' Annual Report for the year ended 31 March 2014



### Background

The Group is an educational charity established under rules that are common within The Scout Association ("the Association"). It is registered with the Association under registered number 24821 and with the Charity Commission under registered number 1067169. The governing document of the Association is the Royal Charter of 1912 as subsequently amended.

The Group has Beaver, Cub and Scout sections, which are based at The Scout Hut, Queens Road, Gossoms End, Berkhamsted, HP4 3HU. The Akeman Explorer Scout Unit, which also uses The Scout Hut, is administered as part of West Herts District Scout Council (registered charity no. 302518) and is not dealt with in the Annual Report and Accounts of the 1<sup>st</sup> Gossoms End Scout Group.

### Trustees

Trustees are appointed in accordance with the Policy, Organisation & Rules of The Scout Association. The trustees are the members of the Group Executive Committee, and may include *ex officio* members, those elected by the Group Council, those nominated by the Group Scout Leader, and co-opted members.

The trustees during the year under review and to date were:

Richard Friend	(Group Chairman to 15 July 2013)
Howard Scoot	(Group Chairman from 15 July 2013)
Jo McAulay	(Group Scout Leader)
Judy Grundy	(Beaver Leader)
Juliet Penaliggon	(Group Treasurer to 15 July 2013)
Ben Penaliggon	(Group Treasurer from 15 July 2013)
Julia Bragg	(Group Secretary to 12 November 2013)

The trustees confirm that 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.

### Contact Name and Address

Jo McAulay, 4 South Park Gardens, Berkhamsted HP4 1JA

### Review of main activities, achievements and future plans

#### Group

The Group has had another busy year, with our five sections now giving our 125 young people an exciting and adventurous Scouting experience. The team of 17 adult leaders have been hard at work over the year to provide these opportunities for the children and grateful thanks are due to them for their commitment, energy and enthusiasm.

The Scout Group has grown a great deal over the last few years and our Executive Committee has been reorganised to support this expansion. We are urgently looking for a new chair and additional people to join our committee to relieve the burden on section leaders. We are also looking for new leaders to help run two of our sections, as two of our long serving leaders are retiring this year. Mike Below has run the Monday Cub pack with great energy and commitment for the last four years and we are now seeking a new leader to take over. We also need an assistant to help Judy Grundy run Beavers, taking over from Shirley White who has given fifteen years of dedicated service. In July, several of our young members picked 60 lbs of strawberries, gathered from the plants we had put in for Sunnyside Rural Trust two years ago and gained their Community Challenge badges.

## **Beavers**

Beavers – The Beaver Colony has taken part in many activities this year including ‘The Great Big Bash’, where they met the Chief Scout Bear Grylls, the annual Christmas Hike and a visit to Berkhamsted Fire Station. Four Beavers have been awarded their Chief scout Bronze Award this year.

## **Cubs**

Monday Cubs - numbers have continued steady throughout the year at around 24, with several Chief Scout’s Silver Awards being gained. The pack participated in the District Entertainment challenge, the Swimming Competition and the Great Big Bash. It enjoyed 100% attendance at the annual Camp in Phasels Wood in May.

Friday Cubs - numbers remain steady; we currently have 28 cubs and 5 leaders. The programme has been very varied this year including a torch hike, all cubs gaining their cyclist badge, a number of bush craft sessions and all the cubs took part in the District Entertainment and Swimming Competition. We continue to sponsor a child, Abrahamo in Mozambique via the profits from our annual charity stall. The Halloween party, end of term BBQ, and kite flying at Ivinghoe are fast becoming Friday night traditions.

## **Scouts**

Jubilee Troop - has entered various District events including the Green Beret weekend competition at Lees Wood, the Raft Race and Sailing Regatta at Great Moor Sailing Club and Cooking Competition. They have camped on Mersea Island, spent a week camping & climbing in the Peak District and the older scouts went on a flying/gliding weekend where they all obtained certificates in navigation, aircraft mechanics and general flying.

Thursday Troop – has had many camps, visiting Great Towers in the Lake District at Easter. Last summer they had a joint camp with Akeman Explorers in South Wales. Other outdoor activities have included, rock climbing, hill walking and day trips

**Accounts & Financial Review:** The accounts on page 4 have been prepared as previously, on the simple receipts and payments basis, and therefore do not show “income” and “expenditure” for the year. The General Fund shows receipts exceeding payments by almost £8,000, compared to £6,400 the previous year. General Fund total receipts were higher at around £23,500, including hall hire of nearly £10,400, and £8,100 of subscriptions (after National and District “capitation fees”). General Fund payments at £15,600 were slightly down on last year, but liabilities at the year-end were higher. In view of the present reliance on hall lettings, which may reduce, the trustees consider it prudent to transfer £8,000 to a newly created Reserve Fund. In addition, an annual transfer of £2,500 to that fund has been started with a view to building up money for the eventual replacement of the minibus. As stated on page 4, the Camps & Activities Fund is a “restricted fund” that includes receipts and payments for camps planned for later this calendar year, and which also holds money set aside for spending on activities and equipment.

The levels of reserves held in the above three funds are thought to be appropriate to meet future commitments and contingencies.

**Approved by the Group Executive Committee and signed on its behalf:**

Howard Scoot – 1 July 2014

# 1<sup>st</sup> GOSSOMS END SCOUT GROUP

## Independent Examiner's report to the Group Executive Committee (the charity's Trustees)

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### Report of the Independent Examiner for the year ended 31 March 2014

I report on the accounts of 1<sup>st</sup> Gossoms End Scout Group for the year ended 31 March 2014, which are set out on page 4.

#### ***Respective responsibilities of Trustees and Examiner***

The Trustees are responsible for the preparation of the accounts. The Trustees 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;
- follow the procedures laid down in the General Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act); and
- 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 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 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 kept, or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Michael Robinson FCA

36 Trevelyan Way, Berkhamsted, Herts HP4 1JH

1 July 2014

**1st GOSSOMS END SCOUT GROUP**  
**Accounts for the year ended 31 March 2014**

Receipts & Payments Account	Funds:			Total	Total
	General (unrestricted)	Reserve (designated)	Camps & Activities (restricted)		
	31.3.14 £	31.3.14 £	31.3.14 £	31.3.14 £	31.3.13 £
<b>Receipts</b>					
Subscriptions - for calendar year	13,258	-	-	13,258	12,736
less: National and District subscriptions	5,132	-	-	5,132	5,314
Group subscriptions	8,126	-	-	8,126	7,422
Donations and fund raising	799	-	-	799	843
Income tax recovered under Gift Aid on subscriptions & donations	2,857	-	-	2,857	4,975
Donations re use of minibus & trailer	500	-	-	500	135
Hall lettings	10,380	-	-	10,380	9,387
Camp fees	-	-	7,870	7,870	10,200
Fees for future camps	-	-	5,854	5,854	4,450
Activities	854	-	888	1,742	703
Interest	20	-	-	20	30
<b>Total Receipts</b>	<b>23,536</b>	<b>-</b>	<b>14,612</b>	<b>38,148</b>	<b>38,145</b>
<b>Payments</b>					
Property maintenance	4,075	-	-	4,075	2,162
Hall - electricity, gas, water, refuse	2,329	-	-	2,329	3,140
Insurance - hall & contents	1,036	-	-	1,036	995
Camps	-	-	8,718	8,718	14,289
Expenses of future camps	-	-	952	952	1,743
Activities	2,206	-	1,753	3,959	4,429
Camping & general equipment	4,679	-	1,714	6,393	4,740
Minibus insurance	801	-	-	801	852
Minibus expenses	491	-	-	491	836
Minibus loan repayment & interest	-	-	-	-	2,268
<b>Total Payments</b>	<b>15,617</b>	<b>-</b>	<b>13,137</b>	<b>28,754</b>	<b>35,454</b>
<b>Excess of Receipts over Payments</b>	<b>7,919</b>	<b>-</b>	<b>1,475</b>	<b>9,394</b>	<b>2,691</b>
<b>Transfer (note 2)</b>	<b>(8,000)</b>	<b>8,000</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Transfer re minibus replacement (note 2)</b>	<b>(2,500)</b>	<b>2,500</b>	<b>-</b>	<b>-</b>	<b>-</b>
Bank & Building Society accounts & cash at 1 April 2013	13,647	-	5,174	18,821	16,130
Bank & Building Society accounts & cash at 31 March 2014	<u>11,066</u>	<u>10,500</u>	<u>6,649</u>	<u>28,215</u>	<u>18,821</u>

**Statement of Assets and Liabilities at 31 March 2014**

	31.3.14 £	31.3.14 £	31.3.14 £	31.3.14 £	31.3.13 £
<b>Monetary Assets</b>					
CAF Bank	11,046	10,500	1,881	23,427	13,627
HSBC	-	-	4,380	4,380	4,787
Nationwide Building Society	20	-	-	20	20
Cash	-	-	388	388	387
	<u>11,066</u>	<u>10,500</u>	<u>6,649</u>	<u>28,215</u>	<u>18,821</u>
Income Tax gift-aid claims	2,806	-	-	2,806	2,857
Debtors - inc subscriptions & hall lettings	1,665	-	-	1,665	1,753
<b>Non-Monetary Assets - for own use</b>					
Freehold property in Queen's Road, Berkhamsted - vested in The Scout Association Trust Corporation					
Minibus, Scouting equipment, furniture, etc					
<b>Liabilities</b>					
Expenses incurred not yet invoiced	2,426	-	-	2,426	220

**Note 1:** The £6,649 balance in the Camps & Activities Fund represents £4,902 received for future camps (net of advance expenses) and £1,747 for future activities and purchases of equipment.

**Note 2:** The Reserve Fund has been set up as a designated/unrestricted fund, to hold an amount approximately equal to 12 months of receipts from the principal hall hirer, plus an accumulating amount to meet the future replacement cost of the minibus.

**Note 3:** The cost of fuel for the minibus when used for camps is included within the cost of those camps and is not included in the minibus expenses as shown.

Approved by the Group Executive Committee on 1 July 2014 and signed on its behalf by:

Howard Scoot - Chairman

Ben Penaliggon - Treasurer