

6th Eastcote Scout Group

Trustees' Annual Report & Accounts

for the period
1st April 2016 to 31st March 2017



Section A – Reference and Administration Details

CHARITY DETAIL

Charity Name	6 th Eastcote Scout Group
Charity Registration Number	
Contact Name and Address	Roy Lanning 5 Thellusson Way Rickmansworth, Hertfordshire, WD3 8RB
Group Registration Number with the Scout Association	28114

TRUSTEES: Ex-Officio - Appointment

	Name	
Group Scout Leader	Martin Stanworth	to 14/01/2017
	Roy Lanning	from 15/01/2017
Beaver Scout Leader	John Walters	
Cub Scout Leaders	Andrew Mace	to January 2017
	Paul Busby	
	Peter Bedwell	from October 2016
Scout Leader	James Day	

TRUSTEES: Elected - Appointment

	Name	
Chairman	Roy Lanning	
Treasurer	Janet Fisher	
Secretary	Mark Arnell	to March 2017
	Victoria Brice	
	Warren Gay	from September 2016
	Richard Goss	to July 2016
	Nicola Mihramane	to July 2016
	Suzanne O'Grady	to July 2016
	Phillip Skingsley	
	Lisa Ford	from September 2016
	Peter Skinner	from September 2016
	Phillip Pye	from September 2016

6th Eastcote Scout Group Trustees' Annual Report for the year ended 31st March 2017

Section B – Structure, Governance and Management

General

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.

Trustees are appointed in accordance with the Policy, Organisation & 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.

During the 2016 - 2017 financial year the Committee comprised 8 independent representatives, the Chairman, Treasurer and 6 elected members, together with the Group Scout Leader and individual section leaders. The post of Secretary is vacant.

The Group Executive Committee exists to support the Group Scout Leader in meeting the responsibilities of running the Scout Group 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.

Section 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.

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

The Group's Sections

All sections of the Group provided full weeknight programmes of activities throughout the three terms of the year

In addition all sections of the Group took part in the St. George's day parade and the annual Remembrance day Parade in Eastcote.

The Beavers took part in District activities including the Family Camp at Phasels, a Sleepover and a hike around the Lido. They also enjoyed a Narrowboat trip.

The Cubs took part in District events: the Family Camp at Phasels, Swimming Gala, Five-a-side football, and Hike. They entered the Hillingdon in Bloom competition and took part in plantings. They also had a Narrowboat trip, the older cubs staying overnight.

The Scouts took part in District events: including the Chilly Goat winter camp. For their Summer camp they visited Butchers Coppice Scout Activity Centre in Bournemouth. In addition they had a weekend Narrowboat expedition, bowling trip and a 24hr meeting which included poppy collecting

The fact that all sections are functioning at or near capacity is a tribute to the hard work of our leaders, young leaders and the parents and other adult helpers who have assisted them.

Group Executive Committee

The Group Executive Committee continued with its active support of the Group and has made further significant progress

- Fundraising activities
 - Duck Race
 - Bag2School
- Continuing the Headquarters' maintenance including
 - Reorganisation of the stores
 - Purchase of a new, large cooker and installation
- Continuing maintenance of the Headquarters' grounds
- Planning work for a replacement to the existing Headquarters

Section 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 held reserves of approximately £3,600 against this at the year end, being the amount by which the Group's monetary assets exceeded its loan liability.

Financial Position

The Group's annual expenditure exceeded its income during the year and its monetary assets at the year end exceeded its loan liability.

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 and building societies.

Section F – Other Optional Information

Leaders

At the beginning of the Spring term 2017 Martin Stanworth, Group Scout Leader, who has been in charge of the Group for the past 21 years, and his wife, Jane, a member of the District Appointments Committee, moved to Kenilworth and therefore resigned their roles

The Group is fortunate that Roy Lanning, currently Group Chairman, who has been a member of the Group for many years has taken over the role of Group Scout Leader

Equipment

No major equipment purchases were made in the year.

Group Development

The 6th Eastcote was unable to offer places to all of the boys and girls who want to join to our Beaver and Cub sections during the year. Often, but not always, they were found places in neighbouring Groups. It is clear that there is a demand for the 6th Eastcote to have a second Beaver Colony and second Cub Pack

Section G – Declaration

The trustees declare that they have approved the trustees' report above

Signed on behalf of the charity's trustees

Signature
Full name	Roy Lanning	Janet Fisher
Position	Chairman	Treasurer

Date

**6th Eastcote Scout Group
Receipts
for the period 1st April 2016 to 31st March 2017**

	This Year £	Previous Year £
MEMBERSHIP SUBSCRIPTIONS	5,088.48	5,239.24
Less paid	<u>(2,502.50)</u>	<u>(2,286.00)</u>
	2,585.98	2953.24
 INVESTMENT INCOME RECEIVED		
Bank Interest	<u>0.00</u>	<u>0.00</u>
 DONATIONS/GRANTS		
Miscellaneous Donations	131.00	76.20
HMRC Gift Aid Tax refund (see also 'Other Monetary Assets', page 6)	0.00	665.42
Grants	0.00	400.00
6	<u>131.00</u>	<u>1,141.62</u>
 ACTIVITIES		
Beaver Colony	110.00	183.00
Cub Pack	192.00	1,326.30
Scout Troop, General	1,557.84	2,914.28
Scout Troop Summer Camp	2,023.16	
Group and Miscellaneous	<u>1354.80</u>	<u>295.00</u>
	5,237.80	4,718.58
 FUND RAISING (gross)		
General	1,059.00	1,189.88
Headquarters Rental	<u>1,010.00</u>	<u>1,090.00</u>
	2,069.00	2,279.88
 SUNDRY INCOME		
Tee Shirts & Hoodies	<u>83.80</u>	<u>10.00</u>
	83.80	10.00
 TOTAL RECEIPTS FOR THE YEAR	<u>10,107.58</u>	<u>11,103.32</u>

**6th Eastcote Scout Group
Payments
for the period 1st April 2016 to 31st March 2017**

	This Year £	Previous Year £
PREMISES		
Gas	502.11	39.52
Electricity	260.60	220.85
Water	282.63	371.80
Rent and Rates	540.00	540.00
Insurance	820.34	726.78
Maintenance	667.19	2,762.93
	<u>3,072.87</u>	<u>4,661.88</u>
 DONATIONS/GRANTS		
Miscellaneous Donations	<u> </u>	<u> </u>
 ACTIVITIES		
Beaver Colony	942.30	495.22
Cub Pack	488.93	2,561.78
Scout Troop, General	1,368.63	1,422.31
Scout Troop, Summer Camp	2,168.18	2,403.94
Group and Miscellaneous	2,516.74	168.70
	<u>7,484.78</u>	<u>7,051.95</u>
 FUND RAISING EXPENSES		
General	280.00	360.00
Social	<u> </u>	<u>336.80</u>
	280.00	696.80
 ADMINISTRATION EXPENSES		
General	55.00	5.25
Bank fees	25.00	<u> </u>
	<u>80.00</u>	5.25
 EQUIPMENT EXPENSES (QM STORES)		
New Equipment	<u> </u>	96.00
Consumables	15.45	<u> </u>
	15.45	96.00
 OTHER EXPENSES		
Loan Repayment	325.00	325.00
Tee Shirts & Hoodies	<u> </u>	449.00
Leaders Uniforms	<u> </u>	127.50
Miscellaneous	239.50	200.00
	<u>564.50</u>	<u>1,101.50</u>
 TOTAL PAYMENTS FOR THE YEAR	 <u>11,497.60</u>	 <u>13,613.38</u>

**6th Eastcote Scout Group
Receipts & Payments Account
for the period 1st April 2016 to 31st March 2017
Summary**

	This Year £	Previous Year £
Total receipts for the year (see page 4)	10,107.58	11,103.32
Total payments for the year (see page 5)	<u>11,497.60</u>	<u>13,613.38</u>
Net receipts (payments) for the year	(1,390.02)	(2,510.06)
Cheques issued in previous year	30.00	19.00
Cheques issued but not cleared		30.00
Cash, bank and similar funds brought forward	<u>9,514.72</u>	<u>12,013.78</u>
Cash, bank and similar funds carried forward	<u>8,094.70</u>	<u>9,514.72</u>

**6th Eastcote Scout Group
Statement of Assets & Liabilities
at 31st March 2017**

	This Year £	Previous Year £
MONETARY ASSETS Cash, bank and similar funds		
Cash	0.00	428.24
Bank Current Accounts	<u>8,094.70</u>	<u>9,086.48</u>
	8,094.70	9,514.72
OTHER MONETARY ASSETS		
Gift Aid claimed during 2016-7 but not received until 5/4/2017	757.90	
Debts Due to Group		
INVESTMENT ASSETS		
NON-MONETARY ASSETS Assets for Charity's own use		
Scouting Equipment, furniture etc.	20,851.00	20,146.00
LIABILITIES Those due within one year		
Cheques Issued but not cleared		30.00
Expenses incurred not yet paid		
LIABILITIES Those payable after one year		
Loans	5,200.00	5,525.00
Other Long term liabilities	0.00	0.00

Declaration

The trustees declare that they have approved the above Receipts and Payments Account and the Statement of Assets and Liabilities

Signed on behalf of the charity's trustees

Signature

Full name Roy Lanning Janet Fisher

Position Chairman Treasurer

Date