

A Scout flag is flying on a tall pole, positioned on the left side of the cover. The flag features the Scout emblem, which includes a fleur-de-lis with a star and a rope border. The background consists of a clear sky and the silhouettes of trees.

2022

Biggleswade Scout Group

Trustees Report and Annual Review

Registered in England and Wales Charity No 300444

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www.biggleswadescouts.org.uk

Trustees' Annual Report

for the Period 1 April 2021 to 31 March 2022

Charity Trustees

Chairman	Leigh Wood
Group Scout Leader	Sue Doyle
Deputy Group Scout Leader	Chris Wells
Treasurer	Lucy Courtney
Secretary	Lorraine Bennetts
Neptune Cub Leader	Eddie Fuller
Armstrong Scout Leader	Tracy Warner
Irwin Scout Leader	Tom Keller
Explorer Scout Leader	Beverley Lattimer
Executive Committee Members	Alan Dansey
	Nick Gurney
	Rob Jenkins-Green
	Helen Kingerley
	Louise Preston
	Brian Lawson
	Vicky Pullinger

Charity Number 300444

Principal Address The Scout Headquarters
London Road
Biggleswade
SG18 8EL

Structure, Governance and Management

Biggleswade Scout Group is a registered charity, governed by our Constitution, Declaration of Trust made on 17 April 1962 and also the Policy, Organisation and Rules of the Scout Association UK (April 2022).

The Group Council is the electoral body, which supports Scouting in the Scout Group. It is the body to which the Group Executive Committee is accountable. The Group Council consists of all adult volunteers and supporters, along with the parents of all youth members.

The Group is managed by an Executive Committee (the Charity Trustees) who are appointed and elected from the Group Council. It is their responsibility to support the Group Scout Leader in meeting the responsibilities of their appointment. This includes maintenance of the Group's property and equipment, raising funds and managing the Group's finances, insurance of persons, property and equipment and assisting with recruitment of leaders and other adult support. All new trustees undergo training mandated by the Scout Association.

The trustees regularly consider major risks and are currently undertaking a project to help secure a new home for Scouting in Biggleswade to ensure we have adequate facilities for the next 20-30 years.

The Group is part of the Scout Association UK and as such is guided and supported by the local Scouting District, and by teams at the Scout Association's national headquarters.

As a registered charity the trustees also give due consideration to the guidance issued by the Charity Commission.

Objectives and Activities

Our Charitable Objectives are to contribute to 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 Group meets the Charity Commission's public benefit criteria under both the advancement of education and the advancement of citizenship or community development headings.

Membership this year is down slightly at 260 including our Explorers.

Biggleswade Scout Group currently runs 3 Beaver Colonies, 3 Cub

Packs, 2 Scout Troops and in partnership with Biggleswade and District 1 Explorer Unit. Between them these provide a programme of personal development for 229 young people aged between 6 and 18 years old who live in and around the market town of Biggleswade in Bedfordshire.

This programme consists of a weekly meeting during term time, a number of day trips and the opportunity to take part in residential experiences. The programme is based around three themes: -

- Outdoors and Adventure
- World
- Skills

The Scout Group is run entirely by volunteers.

Achievements and Performance

Scouting continues to be very popular in Biggleswade with all sections running on or near their capacity. We have an active Beaver waiting list and currently have 16 young people who are old enough to start but are waiting for places at one of our Beaver Colonies. We also have over a further 50 plus people on the waiting list who are not yet old enough to start.

Through our sections we have successfully delivered a programme of personal development consisting of over 540 hours of activities in a year to our 229 young people—this is over 120,000 hours of personal development for young people in the local area.

We know that our young people are engaging and benefiting from this development by a significant number of Chief Scouts Awards that have been presented this year— the highest recognition of a young person's achievement in each section.

We were only able to hold one Fundraising Events during this financial year—a quiz night that raised £575. We did continue to raise funds through Amazon Smile £97. We also made a number of successful grant applications— Bedfordshire and Luton Community Foundation £2021 and Asda £806

These grants have allowed for us to undertake improvements to our headquarters during this period such as internal decoration and new notice boards.

Biggleswade continues to grow with more housing development on the east and north side of the town. School intakes within the town are increasing with expansions of existing schools and the addition of new schools. This growth represents a significant challenge for an already large Scout Group and we are looking for ways to ensure we can meet the challenge.

Following the relaxation of the Coronavirus restrictions the Scout Group has been able to return to face to face meetings and residential experiences this year.

The Trustees would like to take this opportunity to thank all the Leaders, helpers, Parents/Guardians and the young people themselves for all their hard work over this past year.

Receipts and Payments Accounts

For financial year ended 31 March 2022

Receipts	31 Mar 22	31 Mar 21
Membership Subscriptions	18,417.53	18,435.73
Residential Experiences and Trips	16,823.54	2,020.75
Activities	0.00	273.34
Bank Interest	1.16	12.75
Fundraising (Incl Donations)	5,789.39	16,099.61
Rent	157.00	240.00
Gift Aid	3,036.97	11,153.48
Covid-19 Grants	0.00	20,240.93
Other	638.53	520.87
Total Receipts	<u>44,864.12</u>	<u>68,997.46</u>
Payments	31 Mar 22	31 Mar 21
Scout Association Capitation	12,022.50	12,075.00
Residential Experiences and Trips	15,204.20	3,285.25
Activities	1,837.91	1,302.30
Fundraising Costs	523.95	102.20
Headquarters -Utilities	1,749.11	1,979.60
Headquarters-Maintenance and Cleaning	2,072.20	1,671.64
Headquarters Improvements	2,151.51	14,375.90
Leader Uniform	115.60	0.00
Insurance	1,747.54	42.00
Rent	233.00	161.00
Equipment	379.16	671.03
Resources (including Badges)	2,240.26	2,565.43
Volunteer Expenses	0.00	181.66
Donations	0.00	
Other	1,255.26	1,196.74
Total Payments	<u>41,532.20</u>	<u>39,609.75</u>
Net Receipts/Payments	3,331.92	29,387.71
Cash Funds Last year end	65,875.64	36,487.93
Cash Funds this year end	<u>69,207.56</u>	<u>65,875.64</u>

Statement of Assets and Liabilities

For financial year ended 31 March 2022

Monetary Assets	31 Mar 22	31 Mar 21
Bank Current Accounts	53,167.31	50,885.92
Bank Deposit Accounts	15,832.46	14,699.50
Cash in Hand	207.79	290.22
Total	<u>69,207.56</u>	<u>65,875.64</u>

Notes to the Accounts

For Financial Year ended on 31 March 2022

This was another successful year for the Group. Youth Membership has dropped slightly to 229 (inc 26 Explorers). Coronavirus Restrictions have continued to have a significant impact on residential experience and fundraising events. We have continued to invest in improvements to our Scout HQ—largely funded by Grants. We made a small surplus this year—although this is largely down to money collected for Residential Experiences that have not happened yet. We continue to have a healthy balance at the end of the year.

Receipts

Membership subscriptions – the main source of income for the Group. Down slightly this year due to falling numbers and the decision to make subscriptions optional while we were unable to deliver face 2 face meetings.

Residential Experiences and Trips – Additional money collected from the members for the purposes of paying for specific camps and trips. Usually these take the form of day or weekend activities.

Activities—Additional money collected from the members to pay for activities that take place as part of the weekly programme.

Bank Interest – interest earned in all of the Scout Group accounts.

Fundraising – Shows the income generated through fund raising activities. This year this was mainly from grants/donations from a number of organisations.

Gift Aid – As a registered charity we are able to claim Gift Aid on donations and our membership subscriptions qualify as a donation for these purposes. We submitted a claim for 2020-21 this year.

Covid-19 Grants—specific government funding to support charities during the coronavirus pandemic.

Other—other income—this consisted of a number of items that did not fall into any other category.

Payments

Scout Association Capitation – Annual payment made to the Scout Association based on the number of members within the Group. For 2021/22 this was £12,022 which is slightly less than it was in 2020/21 due to a small drop in membership.

Residential Experiences and Trips – Money spent on providing specific camps and trips for our members.

Activities – Money spent on providing activities for our members as part of our weekly meetings.

Fundraising Costs – costs incurred in the course of raising funds.

Headquarters Utilities – Expenditure on Electricity, Gas, Water and Refuse collections for the Scout Group Headquarters.

Headquarters – Maintenance and Cleaning – costs incurred in maintaining the Groups Headquarters and its grounds, including capital expenditure. This has increased this year due to a number of maintenance projects.

Headquarters Improvements - Money invested in making improvements to our Headquarters building. This year we have decorated the inside of the building and installed new noticeboards.

Leader Uniform – cost of uniform for the Group's volunteers and provision of Group Neckers and Group Badges.

Insurance – Costs of providing insurance for the Scout Group HQ and all camping equipment owned by the Scout Group. WE paid for 2 years of insurance during 2021-22 because the payment that should have happened in 2020-21 was made late.

Rent – cost to the Group of renting rooms at Trinity Methodist Church to accommodate Neptune Cub Pack. This also included various rents for Exec Committee Meetings and other adhoc events.

Equipment – Capital expenditure on group equipment.

Resources (including badges) – Resource items purchased for use e.g. paper, glue, paint etc.

Volunteer expenses – costs incurred by volunteers in the course of their volunteer work which are reimbursed to them.

Donations - donations made by the Group.

Other—other expenditure—this consisted of a number of items that did not fall into any other category.

Assets

Bank Current Accounts—includes the Groups central Current accounts as well as the individual section current accounts.

Bank Deposit Accounts — Includes the Group Savings accounts, an Armstrong Scout Troop savings account and a very small amount in a Neptune Cub Pack savings account.

In addition to the cash assets, the Group owns the HQ building along with the land and a considerable quantity of camping equipment. These have not been formally valued and so are not included in the accounts.

Liabilities

As at 31 March 2022, the Scout Group had no liabilities.

Independent Examiner's Report to the Trustees of the Biggleswade Scout Group

I report on the accounts of the charity for the year ended 31 March 2022 which are set out on pages 8 and 9.

Respective responsibilities of trustees and examiner

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

Basis of independent examiner's report

My examination was carried out in accordance with 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 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 2011 Act; and
- to prepare accounts which accord with the accounting records and 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.

Signed:



Date: 31 July 2022

Name: Darryl Ashing FCA

Address: c/o Ashings Chartered Accountants, Northside House,
Mount Pleasant, Cockfosters, EN4 9EB

Declaration

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

Signed on behalf of the Charity Trustees

Signature



Full name

Leigh Wood

Position

Group Chairperson

Date

31 July 2022

Biggleswade Scout Group
www.biggleswadescouts.org.uk