

# **11th SPEN VALLEY SCOUT GROUP**

## **ANNUAL REPORT AND FINANCIAL STATEMENTS**

**For the year ended 31 March 2021**

**Charity Number: 1056971**

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# 1 TRUSTEES REPORT

The Trustees of the 11<sup>th</sup> Spen Valley Scout Group (“the Group”) present their annual report and financial statements for the year ended 31 March 2021.

## 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 established under its own trust deed dated 12 November 1949.

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 Committee consists of two independent representatives, Chair, Treasurer and Secretary together with the Group Scout Leader, individual section leaders (if opted to take on the responsibility) and parent’s representation and meets every month.

The principal office holders are:

- Group Scout Leader: Michael Holroyd
- Chair: David Hirst
- Treasurer: Christine Pounder
- Secretary: Audrey Bentley

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; and
- Appointing Group Administrators and Advisors other than those who are elected.

The Group Executive Committee has identified the major risks to which they believe the Group is exposed, these have been reviewed and systems have been established to mitigate against them.

The Group is totally reliant upon volunteers to run and administer the activities of the Group and the trustees wish to express their thanks and gratitude to all volunteers and supporters who have assisted in ensuring the efficient running of the Group during the past twelve months.

## **OBJECTIVES AND ACTIVITIES**

### **THE PURPOSE OF SCOUTING**

Scouting exists to actively engage and support young people in their personal development, empowering them to make a positive contribution to society.

### **THE VALUES OF SCOUTING**

As Scouts we are guided by these values:

Integrity - We act with integrity; we are honest, trustworthy and loyal.

Respect - We have self-respect and respect for others.

Care - We support others and take care of the world in which we live.

Belief - We explore our faiths, beliefs and attitudes.

Co-operation - We make a positive difference; we co-operate with others and make friends.

### **THE SCOUT METHOD**

Scouting takes place when young people, in partnership with adults, work together based on the values of Scouting and:

- enjoy what they are doing and have fun
- take part in activities indoors and outdoors
- learn by doing
- share in spiritual reflection
- take responsibility and make choices
- undertake new and challenging activities
- make and live by their Promise.

### **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.

## **ACHIEVEMENTS AND PERFORMANCE**

### **CHAIR'S REPORT**

Despite the obvious Covid restrictions to Scouting in Hunsworth as we traditionally know it, I am very pleased to report that the group's executive committee have been busy looking after our headquarters and our section leaders have kept the group active with Zoom meetings.

Recent outdoor meetings have been very well attended as we return to more familiar activities, it is very encouraging to see new members within sections and new leaders.

Our new Group Scout Leader, Michael, has taken up the immediate challenge of reaching out to new members and new leaders using social media to great effect which is leading the group forward and into the future.

Finally, there are many thanks to be given, we are all willing volunteers who give up our time to support and lead the young people to make the group the success that it is.

Let's look forward to a year to return to Scouting as we know, in the modern age.

### **David Hirst Group Chair**

#### **GROUP SCOUT LEADER'S REPORT**

Well, what a first 8 months as GSL! I started the roll back in September, however as most people are aware, I have been involved here at the 11th for a good number of years now.

During the past 12 months we have managed to keep meeting as a group via Zoom due to the Covid-19 pandemic. Back in October we did manage two successful meetings at Fanwood before we were back on Zoom again due to the change in restrictions.

Financially the Group has faced a period without any rental income for similar reasons. However, because of the prudent approach to our finance taken in previous years, the Group does have reserves on which we can draw to keep the building and the Group functioning and available for when normal times return in full.

Group numbers on the 2021 census were low as we expected with our young person numbers down to 27 as opposed to 36 on the previous year. We have done two very successful recruitment campaigns via local Facebook groups and I am pleased to say the numbers are looking much healthier especially in the Beaver section.

The next recruitment campaign was to try and recruit some new Adult members and I am also pleased to announce that we have had three new leaders joined the group (1 in Scouts & 2 in Cubs).

The individual sections set out below in detail about what has been going on. May I say that all sections offer a full programme and many opportunities for the young people in their care. It is wonderful that so many of them are able to take advantage of this and hopefully they will

get lifelong memories of fun and friendship from taking part in all that is on offer. May I take this opportunity to thank you for your support and encouragement in making this happen.

May I also take this opportunity to thank the leaders of all sections for their unstinting and selfless dedication in providing leadership to the sections especially with being able to adapt to the change in programme. May I also thank the Group Executive Committee for the work they have put in to ensuring that this Group remains financially sound and provides a high quality and safe headquarters building from which we can provide scouting to your young people.

I continue to appeal to you to step forward and join our adult team. Please remember that this is YOUR Group. In order for it continue into the future and continue to be as successful as it has been, we do need your input. If any of you would like to become more involved in any of the sections or help in anyway as an occasional helper or as a member of the executive committee, please speak to me or any leader at any time.

## **Michael Holroyd Group Scout Leader**

### **BEAVER LEADER'S REPORT**

Who would have thought 12 months ago that I would be writing a second report while we were unable to meet face to face.

The past year has brought the challenges of meeting on Zoom with limited opportunity to meet face to face. During this time there have been many changes in Beavers, as many of our members felt uncomfortable joining in Zoom sessions, and those who did join us regularly made the move to Cubs during lockdown.

Before they swam up, those who joined us joined in lots of games and quizzes, even taking the opportunity to meet in their kitchens (virtually of course) and prepare mug cakes as a special treat. They also shared collections they have been collating to earn their collector badge.

We saw more faces during our Lego night with Mark from Brick Shack where some young people joined us to take a trip through a portal and dreamt up new worlds to explore and build.

In October, it was great to be able to get together at Fan Wood for an afternoon of games, and to sing some campfire songs in the rain!

As we welcomed the news that we were soon to be able to meet face to face a recruitment drive boosted our numbers and we look forward to meeting our new members in person.

Thank you to the other leaders and parents who have supported their young people in joining in with sessions and helped to keep Scouting at 11th Spen Valley moving despite the restrictions.

Here's hoping that as the year progresses we will be able to celebrate meeting back together in person again.

## **Jo Littlewood Beaver Scout Leader ("Hedgehog")**

### **CUB SCOUT LEADER'S REPORT**

2021 has been an unusual year for everyone. However, we have continued to offer a varied program for our Cubs initially meeting over Zoom and more recently face to face at Fan Woods Campsite.

The weekly Zoom meetings were not for everyone and we didn't have many regular attendees so we decided to hold one meeting a week for all sections. Whilst very different to our normal meetings, we all enjoyed a variety of games including scavenger hunts, Pictionary, Dobble, Guess Who and many other games.

The Cubs managed to complete several activity badges including the Collector, Hobbies, Animal Carer, Home Help and Communicator. We held a Halloween and Christmas party and celebrated Chinese New Year which were all successful evenings.

Another badge many of the Cubs have completed is the Environmental Conservation which we started over Zoom and completed at Fan Woods when we recently started meeting there again. For this we planted wildflower seeds and made a bird scarer.

It has been great to be back at Fan Woods where we have been able to run a more varied and involved program doing activities such as grass sledging and backwoods cooking. We are already planning lots of activities and badges we can work towards which weren't possible over Zoom.

Over the past few months we have grown our pack size considerably up to 11 Cubs and we have also welcomed two new leaders Darrel (Bagheera) and Jen (Rikki). It is great to have them as a part of the Cub pack and I'm sure they will bring many new ideas.

I would also like to thank Karen (Chil) for her continued help with planning and running the program and our three young leaders Jacob, Jacob and Tom.

## **Adam Lomas Cub Scout Leader ("Akela")**

### **SCOUT LEADER'S REPORT**

The past year has certainly been unique in the 114 years of the Scout Movement.

The last District Scout event was the quiz, held at the 4th S.V. on the 14<sup>th</sup> February, after that, the 11<sup>th</sup> returned to our HQ and the Scouts have not set foot in the hall since then, in fact there are new members of our troop who have never been in the building.

From the early days of the pandemic, the Cubs & Scouts met each Friday evening, via Zoom. Clearly this form of meeting was not to everyone's taste but the leaders gave it their best shot to maintain the enthusiasm of the ones who did attend, by holding themed nights such as

Chinese New Year and Lego building, along various elements of badge work, including fire safety and environmental awareness.

Between the lockdowns, we held a couple of Saturday meetings at Fan Wood, where the Scouts completed the Scientist activity badge and took advantage of the open spaces of the site.

These visits were only made possible because we at the 11<sup>th</sup> had prepared a Covid risk assessment for the visit, which was approved by district. Similarly, the district also prepared a risk assessment that we had to agree to comply with and we were grateful for their assistance.

Easter Saturday 2021 was a milestone, in so far as, once again we were allowed to meet outdoors at Fan Wood, when fire lighting, marsh mellow toasting and environment projects were carried out.

After three successful Saturday meetings, it was decided that for the foreseeable future, we would continue to meet outdoors at Fan Wood, but have reverted to our traditional Friday evening slot.

As always, I wish to thank all the leaders who have rallied round to help with the scout section activities during the last 12 months.

**David Bentley Scout Leader (“Midge”)**

## **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 12 months running costs.

The Group held reserves of approximately £38,000 against this at the year end. This is above the level required for operating expenses. However, this can be explained by the need to maintain the leasehold premises it occupies in Green Lane, Hunsworth, as well as providing for the longer-term maintenance and replacement of that building and the replacement of equipment.

The Group Executive regularly monitors the levels of bank balances and the interest rates received to ensure the Group obtains maximum value and income from its banking arrangements. Occasionally this may involve using an account that requires a period of notice before funds may be withdrawn, before doing so the Group Executive considers the cash flow requirements.

## 2 INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF THE 11<sup>TH</sup> SPEN VALLEY SCOUT GROUP

I report on the accounts for the year ended 31 March 2021, which are set out on pages 8 to 10.

### Respective responsibilities of trustees and examiner

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),
- to follow the procedures laid down in the General Directions given by the Charity Commission (under section 145(5)(b) of the 2011 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 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 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.

  
M. E. FERGUSSON  
8 June 2021

### 3 INCOME AND EXPENDITURE ACCOUNT

	2021	2020
	£	£
<b>INCOME</b>		
<b>Donations, legacies and similar income</b>		
Income from Go Cardless and sections (membership Subscriptions)	-	4,060
Less: Membership subscriptions paid to (National/County/Area/District)		(1,615)
Sums received in respect of camps etc	483	1,635
Donations	125	152
Grants	10,000	-
Gift Aid	883	674
<b>Sub Total: Donations, legacies and similar income</b>	<b>11,491</b>	<b>4,906</b>
<b>Fundraising</b>		
Annual Gala	-	984
Other fund raising	-	95
Field Day Crockery smash	-	56
Donation paid to the Fan Wood Activity Centre	-	(108)
Donations paid	-	(25)
<b>Sub Total: Fundraising</b>	<b>-</b>	<b>1,002</b>
<b>Investment activities</b>		
Bank interest	254	182
Property rent income	225	3,073
<b>Sub Total: Investment activities</b>	<b>479</b>	<b>3,255</b>
<b>TOTAL GROSS INCOME</b>	<b>11,970</b>	<b>9,163</b>
<b>EXPENDITURE</b>		
Youth programme and activities:		
Payments by sections	-	224
Mini bus hire and camps	-	2,376
Badges and neckers	-	599
	<b>-</b>	<b>3,199</b>
Leader training costs	-	-
Rent, Rates and Water	637	674
Insurance	440	424
Light and heat	422	1,038
Cleaning	80	820
Repairs, maintenance, computer costs and new equipment	2,832	1,089
Christmas Parties, family events, BBQs, AGM etc	245	388
Donations	25	-
Misc	133	112
<b>TOTAL GROSS EXPENDITURE</b>	<b>4,814</b>	<b>7,744</b>
<b>NET INCOME/(EXPENDITURE) IN THE YEAR</b>	<b>7,156</b>	<b>1,419</b>

## 4 STATEMENT OF ASSETS AND LIABILITIES

	Unrestricted Funds 2021 £	Unrestricted Funds 2020 £
<b>CASH FUNDS</b>		
Yorkshire Bank current account	11,697	14,719
Fixed term deposit accounts	26,357	16,103
Cash with sections	209	285
	<u>38,263</u>	<u>31,107</u>
<b>INVESTMENT ASSETS</b>		
Leasehold premises in Green Lane, Hunsworth		
Cost	111,920	111,920
Amortisation b/fwd	(63,000)	(58,500)
Amortised in the year	(4,500)	(4,500)
Book value c/fwd	<u>44,420</u>	<u>48,920</u>
	<u>82,683</u>	<u>80,027</u>
<b>UNRESTRICTED RESERVES</b>		
Balance b/fwd 1 April	80,027	83,108
Net Income/(Expenditure) in the year	7,156	1,419
Amortisation of leasehold property - current year	(4,500)	(4,500)
Balance c/fwd 31 March	<u>82,683</u>	<u>80,027</u>

The above receipts and payments account and statement of assets and liabilities were approved by the Trustees on 8<sup>th</sup> June 2021 and signed on their behalf by

Signature



e. Pounder

Name

David Hirst

Christine Pounder

Position

Chair

Treasurer

## **5 NOTES TO THE FINANCIAL STATEMENTS**

### **UNRESTRICTED FUNDS**

These represent the remaining income funds of the Group that are available for spending on the general purposes of the Group, including amounts designated by the Group for fixed assets.

### **LEASEHOLD PROPERTY**

The leasehold premises represent the cost of the leasehold building occupied by the Group in Green Lane, Hunsworth. The cost of the building is being amortised over the period of the current term of the lease.



