



Trustees Annual Report & Accounts for the year ended December 31st 2020

Reference and Administration Details

Charity Name: 30th Warrington (Penketh Methodist) Scout Group
Registered Charity Number: 1059442
Group Registration Number with the Scout Association 44651

Contact Name and Address Miss K Shaw
5 Hunt Close
Great Sankey
Warrington WA5 8FW

Trustees	Name
Group Scout Leader	Mr Ian Gornall
Beaver Leader	Mr Stephen Pennington
Cub Leader	Mr Steve Devers
Scout Leader	Mr Chris Williams
Acting Chairman	Bernice Cunningham
Treasurer	Miss Kathryn Shaw
Secretary	Ms Samantha Done

Bankers – TSB Bank
7 Buttermarket Street
Warrington
Cheshire
WA1 2LY

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 Committee consists of 3 independent representatives, Chair, Treasurer and Secretary together with the Group Scout Leader, individual Section Leaders and parent’s representation. The Committee meets approximately every three months, with additional meetings as required. 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 administration the 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 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 main areas of concern that have been identified are:

- Damage to property and equipment. The Group would request the use of property and equipment from neighbouring organisations such as the Penketh Methodist Church and other Scout Groups. Similar reciprocal arrangements exist with these organisations. The Group has sufficient insurance in place to mitigate against permanent loss.
- Injury to leaders, helpers’ supporters and members. The Group through the capitations fees contributes to the Scout Associations national accident insurance policy. Risk Assessments are undertaken before all activities.
- Reduced income from fund raising. The Group is primarily reliant upon income from subscriptions and fundraising. The Committee could raise the value of subscriptions to increase the income to the Group on an ongoing basis, either temporarily or permanently.
- Reduction or loss of leaders. The Group is totally reliant upon volunteers to run and administer the activities of the Group. If there was a reduction in the number of leaders to an unacceptable level in a particular section or the Group as a whole then there would have to be a contraction, consolidation or closure of a section. In the worst case scenario the closure of the Group.



- Reduction or loss of members. The Group provides activities for all young people aged between 6 to 18. If there was a reduction in membership in a particular section or the group as a whole then there would have to be a contraction, consolidation or closure of a section. In the worst case scenario the complete closure of the Group.

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.

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.

Achievement and Performance

We began the year with 79 young people, supported by 29 adult leaders and Executive Members. By the end of the year the number of young people had risen to 87 whilst the number of adults had decreased to 20. This reduction in adult numbers affects both leader and executive roles with some adults taking on different roles. A recruitment plan has been drawn up to address the vacancies, prioritising on Beaver leaders and a Group Chairperson.

The Covid-19 epidemic has had a significant impact on the scope and method of programme delivery. The start of the national lockdown meant that all face-to-face activities had to stop and it remained the case for the rest of the year. Amounts paid to the group in respect of cancelled activities were refunded as appropriate in year. The group purchased Zoom to allow virtual meetings to take place for fortnightly section meetings. Uptake of the offerings was around 50% with those attending enjoying the activities that were taking place.

Beavers were unable to meet for much of 2020. The leadership team was already light in numbers and personal commitments forced the leader to take a break from Scouting. Towards the end of the year a leader from a neighbouring group opened-up their sessions to our members. 167 badges have been awarded with one Chief Scouts Bronze award.

Cub activities were suspended until Autumn when they resumed their activities through online meetings. 282 badges have been awarded.



Scouts ran virtual meetings from the start of lockdown and throughout the year. Although their planned international camp to Germany had to be cancelled, their monthly Zodiac camping challenge continued to take place either in their own garden or in makeshift dens in the house.

A successful plant sale in late spring raised the Group's profile in the community and provided a welcome source of income, allowing the Group to make a donations to a homeless charity (Room At The Inn) and a family support group (St Josephs' Family Centre).

In line with the rest of society, the Group has faced a challenging year, with much of its normal activities unable to take place. Good management over several years and the ongoing voluntary subscriptions means that the group is financially well-positioned. The remaining adults are committed to restoring the Group to full strength and returning to a normal Scouting life when current restrictions allow.

Ian Gornall
Group Scout Leader
30th Warrington (Penketh Methodist) Scout Group

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 contingent sum of £2,000.

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.

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

Signed on behalf of the charity's trustees

Signature	Print Name	Title	Date



Receipts and Payments Account Summary for the year ended 31st December 2020

	Year ended 31 st December 2020 Unrestricted Funds	Year ended 31 st December 2019 Unrestricted Funds
Total Receipts for the Year	£13,659	£17,864
Total Payments for the Year	£10,768	£14,021
Net receipts(payment)for the Year	£2,892	£3,843
Cash Funds Brought Forward	£20,612	£16,769
Cash Funds Carried forward	£23,504	£20,612

Receipts for the year ended 31st December 2020

	Year ended 31 st December 2020 Unrestricted Funds	Year ended 31 st December 2019 Unrestricted Funds
Donations, legacies and similar income		
Membership subscriptions	£7,068	£8,442
Less: Membership subscriptions paid on District	£3,476	£3,696
Net membership subscriptions retained	£3,592	£4,746
Donations	£161	£950
Legacies	£0	£0
Gift Aid	£1,988	£1,913
Other income	£3,132	£7,422
Total	£8,873	£15,030
Grants		
Maintenance Grant	£0	£0
Other Grants	£0	£0
Total	£0	£0
Fundraising (gross)		
Sale of plants	£4,480	£1,805
Other fundraising activities	£306	£1,029
Total	£4,785	£2,834
Investment income		
Bank interest	£1	£0
Building society interest	£0	£0
The Scout Association Short Term Investment Service	£0	£0
Property Rent income	£0	£0
Other investment income	£0	£0
Total	£1	£0
TOTAL RECEIPTS	£13,659	£17,864


Payments for the year ended 31st December 2020

	Year ended 31 st December 2020 Unrestricted Funds	Year ended 31 st December 2019 Unrestricted Funds
Charitable Payments		
Donations	£400	£1,200
Youth programme and activities	£4,065	£5,834
Adult Support and training	£0	£50
Rent	£0	£0
Water and Sewerage	£0	£0
Electricity and Gas	£0	£0
Insurance	£2,355	£2,543
Repairs and Renewals	£626	£1,194
Materials and Equipment	£646	£961
Printing and photocopying	£0	£0
Contribution to camp costs	£0	£0
Uniforms	£0	£0
AGM and trustee expenses	£183	£97
Other expenses	£193	£1,118
Total	£8,469	£12,998
Fundraising expenses		
Plants	£2,299	£1,023
Other fundraising	£0	£0
Total	£2,299	£1,023
Gross Expenditure	£10,768	£14,021
Asset & Investment purchases, etc.	£0	£0
TOTAL PAYMENTS	£10,768	£14,021

Statement of Assets & Liabilities for the year ended 31st December 2020

	Year ended 31 st December 2020 Unrestricted Funds	Year ended 31 st December 2019 Unrestricted Funds
Cash Funds		
Bank Current accounts	£22,971	£19,542
Bank Deposit accounts	£216	£750
Building society accounts	£0	£0
The Scout Association Short Term Investment Service	£0	£0
Cash in hand	£317	£320
Total cash funds	£23,504	£20,612
Other monetary Assets		
Tax claim	£0	£0
Debts due to group	£0	£0
Insurance Claim	£0	£0
Total	£0	£0
Investment assets		
Investment Property	£0	£0
Quoted Investments	£0	£0
Other investments	£0	£0
Total	£0	£0
Non Monetary assets for charity's own use		
Badge stock	£0	£0
Shop stock	£0	£0
Other stock	£0	£0
Land and Buildings	£0	£0
Motor vehicles	£9,500	£9,500
Scouting equipment , furniture etc	£10,500	£10,500
Other	£0	£0
Total	£20,000	£20,000
Liabilities		
Accounts not yet paid	£0	£0
Expenses incurred not yet invoiced	£0	£0
Subscriptions not yet paid	£0	£0
Loan – details	£0	£0
Other Liabilities	£0	£0
Total	£0	£0



As at the Statement date no contingent liabilities had been identified.

The above receipts and payments account and statement of assets and liabilities were approved by the Trustees on and signed on their behalf by:

Signature	Print Name	Date
	Chair	
	Treasurer	