

# 23<sup>rd</sup> Bromley (St Augustine's) Scout Group



## Trustees' Annual Report & Accounts Year Ending 31 March 2021

**Scout Association Registration Number:** 10011744

**Registered Charity Number (England & Wales):** 267692

[23rdbromleyscouts.org](http://23rdbromleyscouts.org)

[@23rd Bromley](https://twitter.com/23rdBromley)

[#SkillsForLife](https://www.instagram.com/23rdBromley)

# Contents Page

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<b>Trustees' Report</b>	<b>3</b>
1 Reference and Administration	3
2 Structure, Governance and Management	4
3 Risk and Internal Control	5
4 Objectives and Activities	6
5 Achievements and Performance	7
6 Financial Review	14
7 Conclusion	16
8 Declaration	16
<b>Receipts &amp; Payments Account</b>	<b>17</b>
Receipts and payments summary and Statement of assets and liabilities	17
Receipts for the year	18
Payments for the year	19
<b>Independent Examiner's Report</b>	<b>20</b>

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# Trustees' Report

## 1 Reference and Administration

### 1.1 Administration

**Name:** 23rd Bromley (St Augustine's) Scout Group

**Sponsoring Body:** St Augustine's Parish Church, Bromley, Diocese of Rochester, Church of England

**Established:** 1938-39

**Scout Association Registration Number:** 10011744

**Registered Charity Number:** 267692

**Principal Address:** c/o 25 Romany Rise, Orpington, Kent, BR5 1HG

**HQ Premises<sup>1</sup>:** 23rd Bromley Scout HQ, Homemead Road, Bromley, BR2 8BB

### 1.2 Trustees

The trustees who managed the charity from 1st April 2020 (or subsequently as indicated) to the date of signing this report were the members of the Group Executive Committee as follows:

<b>Chair</b>	Colin Goodwin
<b>Secretary</b>	Henry Hudson
<b>Treasurer</b>	Jonathan Pownall
<b>Group Scout Leader</b>	Jenny Owens
<b>Assistant Group Scout Leader</b>	Sandra Goodwin
<b>Quartermaster</b>	Gary Owens
<b>Fundraising Committee Chair</b>	David Wilcox
<b>Other Elected Members</b>	Paul Gubby Hazel Smith (from 21 October 2020) Robert Townsend
<b>Sponsoring Body Nominated Representatives</b>	Rev. Steve Spencer Helen Baker

### 1.3 Advisers

<b>Independent Examiner</b>	Raymond Kirk CPFA
<b>Bankers</b>	Barclays Bank Lloyds Bank Nationwide Building Society Bath Building Society
<b>Insurers</b>	Unity Insurance Services

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<sup>1</sup> The HQ address is the venue for meetings. It does not have facilities to receive incoming post. Written correspondence should be sent to the Principal Address above.

## 2 Structure, Governance and Management

### 2.1 Introduction

The 23rd Bromley (St. Augustine's) Scout Group was formed just before the outbreak of World War Two. Although a Scout Commissioner of that time said it all began in 1938, the first record we have is a note in a log book saying the first Scout meeting was held on 7th November 1939.

The Group is sponsored by the Church of England, St Augustine's Bromley Parish in the Diocese of Rochester. It is part of Bromley Scout District which in turn is part of the Greater London South East Scout County. It is registered with the Scout Association under registration number 10011744.

This Annual Report is issued by the trustees of the 23rd Bromley (St Augustine's) Scout Group in conformity with requirements of relevant Charities Acts and the Policy, Organisation and Rules of the Scout Association. It covers the financial year ended 31st March 2021 and the census year ending 31st January 2021.

### 2.2 Governing Document

The Group is established as a trust under rules which are common to all Scout Groups. The governing documents are those of the Scout Association, consisting of a Royal Charter which in turn gives authority to the byelaws of the Association and Policy, Organisation and Rules (POR) of the Scout Association. The Group constitution follows the model constitution set out in POR.

### 2.3 Management

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. The trustees 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 a Chair, Secretary and Treasurer together with the Group Scout Leader, Assistant Group Scout Leader, and other members as appropriate. It meets at least three times per year. Meetings throughout 2020-21 were held via video conference as permitted by the Scout Association in order to comply with mandatory social distancing measures during the COVID-19 pandemic.

The Group Executive Committee exists to support the Group Scout Leaders 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 Advisers other than those who are elected.

### 3 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:

- **Safeguarding.** Keeping young people safe is a paramount responsibility of all adults in Scouting. The Group Administrator ensures that adults are checked through the Disclosure and Barring Service and the Scout Association's systems before appointment and that renewal takes place prior to expiry. All adults in the Group are required to complete the Scout Association Safeguarding Awareness Course. Young people are encouraged to raise any concerns that they may have affecting them or another member of the Group with a trusted adult and/or with their own parents or guardians.
- **Injury to leaders, helpers, supporters and members.** Risk Assessments are undertaken before all activities. The Group, through the capitation fees, contributes to the Scout Association's national accident insurance policy.
- **Reduction or loss of leaders.** The group is reliant upon volunteers to run and administer the activities of the Group. If there were to be 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 this might necessitate closure of the Group.
- **Reduction or loss of members.** The Group provides activities for all young people aged 6 to 18. If there were to be a reduction in membership in a particular section or the Group as whole then there would have to be a contraction, consolidation or closure of a section. In the worst-case scenario this might necessitate closure of the Group.
- **Reduced income.** The Group is reliant upon income from subscriptions, fundraising, donations and ancillary sources such as hall hire. The Group holds sufficient reserves to ensure we can maintain financial viability in the short-to-medium term should there be a major reduction in income, as we saw during the COVID-19 pandemic (see section 6.1 below).
- **Damage to the building, property and equipment.** The Group would request the use of buildings, property and equipment from neighbouring organisations such as the Church and other local Scout Groups. The Group has insurance cover in place to mitigate against permanent loss, and to compensate for the loss of income from hall hire to third parties arising from physical damage to the premises. The insurance does not, however, cover loss of hall hire income due to enforced closure during the COVID-19 pandemic.
- **Financial loss.** The Group has in place systems of internal controls that are designed to provide reasonable assurance against material mismanagement or loss; these include two signatories or dual control for all payments and comprehensive insurance to ensure that insurable risks are covered.

## **4 Objectives and Activities**

### **4.1 Objectives**

The objectives of a charity are set out in its governing document and therefore 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.

### **4.2 Public Benefit**

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.

## 5 Achievements and Performance

### 5.1 Development Plan

In the short term as with many others we have faced the challenges arising from the global COVID-19 pandemic, initially by not being permitted to meet face-to-face, and then ensuring a safe return to Scouting activities in accordance with National and District requirements.

An ongoing challenge many Groups also face is complacency and resistance to change. For this reason, in 2011 the Scout Association published a vision for Groups to develop. The six key targets which we follow are:

- A Growing Group
- A Focused Group
- A Relevant Group
- A Youth Led Group
- A Sound Group
- A Diverse Group

### 5.2 Group Membership

SECTION	Youth Members			Adult Leaders			Young Leaders		
	2019	2020	2021	2019	2020	2021	2019	2020	2021
Monday Beavers (Spitfires)	15	12	10	3	3	3	0	0	1
Tuesday Beavers (Hurricanes)	13	13	10	3	4	3	1	1	1
Monday Cubs (Baloo)	23	24	16	5	6	4	0	1	0
Tuesday Cubs (Kim)	22	23	9	7	4	3	0	1	1
Friday Scout Troop	22	23	22	7	7	4	0	0	0
Thursday Phoenix Explorers	33	38	29	3	3	3	0	0	0
<b>Total</b>	<b>128</b>	<b>133</b>	<b>96</b>	<b>28</b>	<b>27</b>	<b>20</b>	<b>1</b>	<b>3</b>	<b>3</b>

In addition, we have a number of Group Sectional Assistants, Instructors, Group Executive Officers, a Group Scout Leader and Assistant Group Scout Leader. The total Group Membership as at the January 2021 census was 119.

### 5.3 Group Scout Leader's Report

This has been another challenging year for the Group and although we were unable to meet face-to-face until the 2021 summer term, all the Sections kept in touch with their young people and there have been some great things happening as we:

- Held virtual meetings
- Awarded over 200 badges to our Young People
- Assisted vulnerable local residents with food shopping
- Camped from our homes/gardens with Camp at Home and Camp Out for Kenya
- Raised over £530 for BBC Children in Need and Comic Relief by 'Hiking to the Moon'<sup>2</sup>

<sup>2</sup> This was a national appeal with donations being remitted online by supporters directly to the Scout Association, so not shown in these accounts

- Carried out our first virtual investiture
- Held our first virtual AGM
- Supported a virtual Remembrance Day service
- Collected over 30 bags of donations for the Bromley Brighter Beginnings' Christmas Hamper Appeal

You will find more about the Sections in their reports which follow.

At the end of the 2021 summer term, we had 138 young people and 20 adults attending regular weekly meetings, with another 12 adults available to help out when needed.

As we came into 2021, we started to prepare our risk assessments in preparation for the return of face-to-face Scouting. Although we knew it would be challenging, we were all looking forward to it. After Easter, with our risk assessments in place, we slowly started to meet face-to-face again.

We have had some leadership changes this year. Due to work commitments Ellie Howard has stepped back from being Hurricanes leader but she is still helping at Kim Pack and the Troop. Tejo Pendyal has taken over as leader at Hurricanes. Alex Pownall and Rob Powell have also started helping at the Troop, Alison Ancrum has moved from Hurricanes to Spitfires and Matthew Higginbottom and Aston Bush have turned 18 and joined the leadership teams at Spitfires and Kim Pack respectively. We would like to officially welcome them into the Group and thank them for all their hard work and commitment.

It has also been a difficult year for the Group as both our Vice President and our President have sadly passed away.

In March 2021 we said a final goodbye to our Vice President, Bill Grierson. Bill's work brought him, Ina, Lorna and Sandra to Bromley from Edinburgh in the mid 1970's, and they met their new neighbours who invited them to a New Year party. I don't think it was quite what they were expecting because it was at the Scout Hut at 5pm and not on New Year's Eve, but that was the start of Bill's long and valued association with the 23rd Bromley. Bill held many roles in the Group over the years - he was Scout Leader, Group Scout Leader (twice), Group Secretary and Group Vice President. Bill and Ina always supported all Group events, and he was a much valued and loved member of the Group and his presence and contribution will be greatly missed.

Then in August 2021 we also said a final goodbye to our President, Tom Manthorpe. Tom had been in the Group for well over 50 years, he was Scout Leader, Group Scout Leader and then Group President. Whenever there was a group event Tom, with Erica at his side, would be there. He was still counting money at the jumble sales right up until the last one the Group held. Nothing was ever too much trouble for Tom and he was a much valued, respected and loved member of the Group and he will also be greatly missed.

We understand there may still be some challenges ahead of us, but we are hoping to carry on getting back to some form of normality as we move forward.

Lastly, Sandra and I would like to say how proud we are to be part of this team and also to say thank you to all the leaders for carrying on through these very difficult times, the Group Executive for the financial support which has meant the Sections can continue to deliver high quality Scouting, and everyone who has supported us over the last 18 months, in what can only be described as a very challenging time.

**Jenny Owens**

**Group Scout Leader**



## 5.4 Section Activities

Below we present an overview of the activities undertaken by each of the Sections up to the date of this report.

### *Beavers - Hurricanes*

2020-21 saw Tejo Pendyal join Hurricanes as a new Section leader due to Ellie Howard having to step down because of work commitments. We have also gained two new young leaders, Henry and Callum. Our other leader Matthew Higginbottom has had to take a step back from Hurricanes for the time being due to university and other commitments.

The weekly Zoom meetings continued during the COVID-19 restrictions in 2020. We conducted a few cooking evenings as well as some craft nights.

The New Year again started with online meetings with scavenger hunt, bingo and craft sessions. The Beavers achieved many badges while doing online meetings as well as completing tasks at home.

After Easter we were finally back in the hall doing weekly sessions. We kept social distancing and incorporated games and badges that helped to complete a number of weeks on fitness, teamwork, gardening as well as making kites which was very exciting for the Beavers there that evening.

We initially played games which helped in keeping the Beavers socially distanced like chair football, catching, throwing etc. Eventually we started to play the games that the Beavers like, such as quarters, traffic lights, Captain is coming etc. The term also had other activities:

- Flag making
- Navigation skills
- Reading maps
- Drawing maps
- Walk in Jubilee Park
- Plane making
- Gardening
- Planting seeds

'Take care of it for 6 weeks' meant we had some lovely radishes and beans growing.

Although much of the year was spent virtually, the Hurricane Beavers had great achievements. We plan to continue the momentum and have some exciting things planned for this term like money badge, Air jump, health and safety etc...

**Tejo Pendyal**

**Beaver Leader (Hurricanes)**

### ***Message from Ellie Howard – Previous Hurricanes Section Leader***

It has been such a pleasure to have been Section Leader for Hurricanes for the last 5 years! I can't believe how fast the last 5 years have gone! I believe when I took over from Claire Pester (whose shoes were very big to fill), I was the youngest Section Leader within the Bromley District at that time. It was a tough decision to decide to step down as Section Leader and hand over the Hurricanes, but due to my new work commitments and having started university again it would have been too much work. It is a challenge getting to the HQ to 5pm every Tuesday, and I didn't feel like it would be the right thing to continue Beavers with my new workload knowing I wouldn't be able to put the work in to the Section as I have been able to previously. You will still see me about as I am still an Assistant Leader at Cubs with Chris Powell and I have recently started helping Alan Alexander with Scouts on a Friday Night.

Thank you to all the Beavers and parents who have been part of the Section over the past 5 years and to those who have supported me through this journey. It has been lovely seeing a lot of the Beavers continue through to Cubs and then onto Scouts.

I would like to thank the Leaders that have been part of the journey with me through the past 5 years, not all of whom are part of the Section anymore. They helped me to gain confidence in myself in leading such a lovely Beaver colony.

Finally, thank you to Jenny and Sandra for giving me the opportunity to take on the role as Section Leader for the Hurricanes, it has been a whirlwind and I have enjoyed every second of it, despite it occasionally having its challenges. Being given this opportunity has helped me to fulfil my career in becoming a teacher and has given me the confidence to pursue this.

Good luck to Tejo in the coming years as Section Leader. Seeing you gain your confidence in fitting into the role as Section Leader has been a pleasure and I have every faith that you will succeed.

**Ellie Howard**

### ***Beavers – Spitfires***

The September 2020 term saw the Spitfires joined by two new leaders, Alison and Matthew, while we all continued with our weekly Zoom meetings due to being stuck indoors. We had a great virtual visit from a drumming instructor, an alpaca farm and a lady from the Blue Cross animal charity. We conducted a few cooking evenings as well as some craft nights. We finished off the term with a virtual big fat family quiz night.

The New Year found us again running online meetings. We cooked a crumble, had a visit from a hedgehog sanctuary, learnt all about photography and completed some escape rooms. The Beavers achieved many badges while doing online meetings as well as completing tasks at home.

After Easter we were finally back in the hall although only doing alternate weeks due to limiting our numbers. We completed a number of weeks on gardening as well as making kites which flew great due to the stormy winds we were having that evening. We were finally able to play some games which proved we desperately need to work on some throwing and catching skills. We had a visit in the hall by some reptiles which the Beavers got to hold and learn all about. The term was finished off with a trip to Dino Mini Golf that saw all the Beavers go through many balls and some score cards being mainly fictional but a lovely way to finish the term.

The Spitfires had a fun day at Frylands Wood campsite on a soggy Sunday in June. Everyone got to take part in archery, an assault course, traversing wall, pond dipping and much more. Songs were sung, s'mores were roasted around the campfire and 22 tired Beavers headed home.

Although much of the year was spent virtually, we had some great achievements from the Beavers. We presented five Chief Scout Bronze Awards to Daniel, Musa, Chloe, Luiza and Genevieve. As well, two of our Beavers, Jess

and Chloe, achieved every available Beaver badge.

**Laura Evans**

**Beaver Leader (Spitfires)**

### ***Cubs – Baloo Pack***

We did not meet face to face for the whole of the period up to the end of March 2021, but we kept in touch with all our parents and encouraged the Cubs to do badges at home. Some did and some didn't but we did end up owing over 40 badges to them. We started meeting again on 17th May 2021 with a trip to a very wet Christmas Tree Farm, a great time was had by all. Most evenings after that were spent getting used to each other again with very well behaved kids. In August we had a six night camp to Walton Firs with 7 Cubs and are now looking forward to starting our meetings again on Monday 6th September.

As always thanks go to our Leaders, helpers and parents for their support.

**Tim Snook**

**Cub Leader (Baloo)**

### ***Cubs – Kim Pack***

At the end of 2020 Kim Pack had a total of 12 members, young people and leaders. Currently Kim Pack have 22 members and growing weekly comprising 17 Cubs, 3 Leaders and 2 Young Leaders. We average an attendance of 15 young people per week and have run activities including but not limited to:

- Games Evening
- Dragin boat racing
- Air Jump
- Home Help
- Tin Can Pancakes
- Water Fight
- First Aid
- Knots and Lashes.

**Chris Powell**

**Cub Leader (Kim)**

## ***Scout Troop***

The Troop returned to Scouting in November 2020 with a 4 week programme leading up to the Christmas break. After a successful roll out, we moved to a weekly programme via Zoom in January 2021. We completed some alternative meetings as a result including an online escape room, virtual pancake making, desktop pioneering, wellbeing boxes, Easter egg hunt at home and a session on leadership with figures from the armed forces.

We were then really pleased to return to face-to-face Scouting in April and following a review of active members welcomed back 36 Scouts (18 boys and 18 girls). The Scouts thoroughly enjoyed being back and it was great for our new leadership team to meet the Scouts in person. The new leadership team are settling in excellently. Joining Alan are Alexandra Pownall, Ellie Howard and Robert Powell with Katie Ainscough continuing to support when she is back from university. We have 3 Young Leaders also in place and they are growing in confidence and skill. Our return to face to face Scouting saw some challenging but rewarding meetings including; Chip Shop Survey, Foot Golf, Feel the Power, What3Words treasure hunt and an evening of target based activities at Frylands Wood. The highlight was probably the Fire Safety evening where Rob Powell facilitated an evening of fire safety activities, including all of the Scouts operating a fire extinguisher to put out a fire.

As we entered the Summer of 2021, the Troop attended Frylands Wood Activity Centre for a 3 night Summer Camp. 26 Scouts attended and enjoyed a range of site activities as well as completing badge work and challenges.

The Troop sees 8 Scouts move on to Explorers in September and with COVID-19 restrictions easing will be able to welcome both new Cubs and those on the waiting list to take the number past 40 members once again.

**Alan Alexander**

**Scout Leader**

## ***Explorers – Phoenix Unit***

After starting the year with more virtual meetings, it has been great to be back meeting face-to-face with the Explorers. At the moment we have around 30 Explorers. We welcomed a number of new Explorers when we returned in April, with some coming up from Scouts and others being new to Scouting. Our programme has included hikes in the local area, backwoods cooking, and making upcycled planters. The final meeting of term was a visit to Quasar, thanks to Jack Petchey Foundation money that George Miles was awarded. The Unit are looking forward to arranging a long overdue camp later in 2021.

**Dave Goodwin**

**Explorer Scout Leader**

## **5.5 Faiths & Beliefs Programme**

The Group is sponsored by St Augustine's Parish Church. Membership of the Group is open to all faiths and beliefs. The Group actively promotes the Scout Association Faiths and Belief Programme, developing Scouting values, personal attitudes and a range of beliefs, Scouts' Own and St Augustine's youth structured services, and attendance at the virtual Remembrance Day Service.

## **5.6 Community Activities**

We have provided support to local residents during the pandemic, but social distancing restrictions have constrained the extent to which we have been able to engage in wider community activities.

## **5.7 Fundraising Activities**

It was not possible to hold our usual and planned fundraising events during 2020-21. We continue to receive amounts from online fundraising schemes such as online purchases made via our Amazon affiliate link, Easyfundraising.co.uk and Ebay for charities, as well as commission from the BMCY printer ink cartridge recycling service.

## **5.8 Adult Recruitment Training**

Welcome to our new leaders that have joined us this year: Tejo Pendyal, Alex Pownall, Matthew Higginbottom and Aston Bush. We said thank you and goodbye to Claire Pester for her many years of service. Claire will continue her sterling work to lead our annual pantomime.

All our leaders at 23rd Bromley have completed or renewed the relevant safety and safeguarding training modules as required by the Scout Association.

## **5.9 Facilities**

The Group Executive recognises its responsibilities with respect to Health and Safety within our headquarters building. We undertook a full risk assessment before deciding whether or not to re-open our headquarters building once indoor gatherings were permitted to resume under the COVID-19 lockdown relaxation measures. We have implemented additional hygiene and cleaning measures to maintain the safety of our premises during and in between meetings.

The fire extinguishers are tested on an annual basis by a third-party inspector and there is a regime of regularly testing the smoke alarms.

## 6 Financial Review

### 6.1 Reserves Policy

The Group's overall policy is to hold sufficient reserves to continue its charitable activities should there be a shortfall in income and fundraising activities. The lack of income from fundraising and membership subscriptions during the year has prompted the Trustees to revisit the policy and we have determined that an appropriate level of reserves to hold should be sufficient to meet the following:

- HQ: 18 months of premises running costs, including maintenance, insurance and utilities, plus an allowance for the repair and renewal of our equipment and other assets;
- Sections: 110% of the previous years' capitation payment to the Scout Association, plus an amount equivalent to 110% of the most recent deposit for camp or other significant activity where deposits must be paid to secure the activity several months in advance of fees being collected.

Based on the last two years of accounts, this equates to a base level of reserves of approximately £13,000.

The Group held unrestricted reserves of £41,673 at the year-end together with restricted funds of £7,717 towards HQ refurbishment and equipment purchases and a further £750 of ring-fenced grants. In total our monetary funds (cash and bank balances) at the financial year end stood at £50,140 (2019-20: £50,769).

### 6.2 Investment Policy

The Group has continued to maintain a low-risk strategy to the investment of its funds. All funds are held in cash or instant access deposits using mainstream banks or building societies covered by the Financial Services Compensation Scheme. The Group Executive Committee 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.

### 6.3 Subscriptions, fundraising, grants and donations

The Group is ordinarily dependent upon membership subscriptions to fund its core activities, and additional sources of income to support the membership and for the maintenance, renovation, refurbishment and replacement of buildings and equipment. Owing to the COVID-19 pandemic, we suffered a significant shortfall in income from subscriptions, fundraising and sources other than donations during the year. Non-donation receipts totalled just £1,053 in 2020-21 compared to £18,745 in 2019-20.

We launched an appeal for funds in February 2021 to help make up the shortfall and subsidise the annual capitation payment made to the Scout Association which is ordinarily met by the Sections out of membership subscriptions. The appeal, together with other grants and donations during the year, amounted to £6,641 (2019-20: £5,172).

All parents and supporters are encouraged to subscribe to Gift Aid to maximise the tax relief on subscriptions and donations we can obtain through HM Revenue & Customs. During the year we received a credit from HMRC of £2,551 (2019-20: £1,044) in respect of qualifying amounts received in previous years.

The Group has not been eligible to apply for any government coronavirus support grants or reliefs where liability to business rates formed part of the conditions of eligibility. This is because our HQ premises form part of the overall St. Augustine's Church estate for assessment purposes, and the Church of England has a total exemption from business rates.

## 6.4 Assets and liabilities

In addition to the monetary assets shown in the balance sheet, representing cash and bank balances, the Group has non-monetary assets which are valued for insurance purposes at the amounts shown below. Values are uprated through indexation applied annually by the insurers in between formal reassessments by the Group.

Land and buildings	£573,341 (2019-20: £567,664)
Contents, fixtures, fittings and stock	£18,088 (2019-20: £17,909)
Scouting equipment	£38,575 (2019-20: £38,193)

Land and buildings represent the HQ premises which are leased from St Augustine's Church in the Diocese of Rochester under an Insurance and Repairing lease whereby the Group enjoys beneficial use of the asset and bears the cost of insurance, maintenance and enhancement expenditure. The lease was renewed in 2016 and runs until 2045. The annual payment due under the lease is £10 until 2025, rising to £25 from 2025 and £50 from 2035.

Contents and stock primarily comprise furniture and fittings in the HQ premises as well as props, staging, sound and lighting equipment for pantomimes and gang shows.

## 6.5 Financial review

The accounts are presented on the following pages. Despite the impact of the COVID-19 pandemic, the Group remains in a very sound financial position overall thanks largely to the generosity of our parents and supporters. The total deficit for the financial year is £628 (2019-20: surplus of £1,932) which, despite representing a slight reduction in our total reserves, leaves us in a strong position to support the resumption of full Scouting activities and further development of our plans for the refurbishment of our headquarters.

## 7 Conclusion

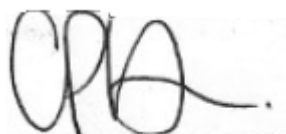
This has proved to be a difficult and challenging year for us and many other Scout Groups, although as the reports above show, we have maintained an interesting and varied programme of activities as far as circumstances allowed. As a Group we have successfully weathered the storm of the pandemic thanks to the help and generosity of our leaders, parents, friends and supporters, and we are looking forward to getting back to normal Scouting once again.

## 8 Declaration

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

Signed on behalf of the charity's trustees:

Signature:



Name: **Colin Goodwin**

Position: Group Chair

Date: 22 September 2021



**Jonathan Pownall** MA ACA CISA

Group Treasurer

22 September 2021



# Receipts and Payments Account

## 23rd Bromley (St. Augustine's) Scout Group

### Receipts and payments summary for the year ended 31 March 2021

	2020-21 Unrestricted funds	2020-21 Restricted funds	2020-21 Total funds	2019-20 Total funds
	£	£	£	£
Total receipts for the year (see page 18)	4,759.45	850.00	5,609.45	32,732.27
Total payments for the year (see page 19)	6,138.28	100.00	6,238.28	30,799.41
<b>Net surplus/(deficit) for the year</b>	<b>(1,378.83)</b>	<b>750.00</b>	<b>(628.83)</b>	<b>1,932.86</b>
Balance brought forward at 1 April 2020	43,052.02	7,716.98	50,769.00	48,836.14
<b>Balance carried forward at 31 March 2021</b>	<b>41,673.19</b>	<b>8,466.98</b>	<b>50,140.17</b>	<b>50,769.00</b>

### Statement of assets and liabilities as at 31 March 2021

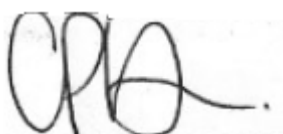
	2020-21 Unrestricted funds	2020-21 Restricted funds	2020-21 Total funds	2019-20 Total funds
	£	£	£	£
<b>Monetary assets</b>				
Section current accounts	7,964.17	750.00	8,714.17	7,932.64
Group current accounts	9,275.89	129.63	9,405.52	10,096.04
Building society account	22,989.98	7,587.35	30,577.33	30,504.88
Cash held	1,443.15	-	1,443.15	2,235.44
<b>Total funds</b>	<b>41,673.19</b>	<b>8,466.98</b>	<b>50,140.17</b>	<b>50,769.00</b>

#### Restricted funds

Group restricted funds comprise £129.63 in respect of equipment and £7,587.35 for the Headquarters refurbishment and repairs fund. The property is owned by St. Augustine's Church and the Group is responsible for maintenance and enhancement expenditure under the terms of the lease. The valuation for insurance purposes is £573,341. The Explorers Section received a grant from the Jack Petchey Foundation during the year of £750 which under the terms of the award is to be ring-fenced from general funds and spent on activities specifically nominated by the recipients.

In addition, the Group has two Designated funds held within Unrestricted funds. These are £1,386.46 in respect of the Jamboree fund and £133.09 in respect of the Kenya fund.

The above receipts and payments account and statement of assets and liabilities were approved by the Trustees on 22 September 2021 and signed on their behalf by



Colin Goodwin  
Group Chair



Jonathan Pownall MA ACA CISA  
Group Treasurer

**23rd Bromley (St. Augustine's) Scout Group**  
**Receipts for the year ended 31 March 2021**

	2020-21 Unrestricted funds	2020-21 Restricted funds	2020-21 Total funds	2019-20 Total funds
	£	£	£	£
<b>Membership subscriptions</b>				
Membership subscriptions	921.00	-	921.00	12,750.94
Less: capitation paid to District	(4,070.40)	-	(4,070.40)	(6,075.50)
Net membership subscriptions retained	(3,149.40)	-	(3,149.40)	6,675.44
<b>Donations, legacies and gift aid</b>				
Collections	-	-	-	124.85
Donations received	5,791.48	100.00	5,891.48	5,047.96
Gift Aid reclaimed from HMRC	2,551.73	-	2,551.73	1,044.55
<b>Grants received</b>	-	750.00	750.00	-
<b>Fundraising income</b>				
Christmas Fair	-	-	-	657.30
Pantomime	-	-	-	2,300.00
Other fundraising activities	148.22	-	148.22	640.34
<b>Activities and events</b>				
Camp receipts	40.00	-	40.00	10,815.41
Group events	(607.00)	-	(607.00)	2,880.27
80th Anniversary Dinner Dance surplus	-	-	-	148.98
<b>Investment and property income</b>				
Hall hire	(90.00)	-	(90.00)	2,180.00
Interest received	74.42	-	74.42	217.17
<b>Total receipts</b>	<b>4,759.45</b>	<b>850.00</b>	<b>5,609.45</b>	<b>32,732.27</b>

Note: the Scout Association convention is that capitation paid to District is shown as a deduction from income, rather than being shown separately under expenditure. Negative income for Group events and Hall hire represents refunds of cash amounts received in the prior year in respect of activities and events due to take place during 2020-21 but which had to be cancelled owing to the COVID-19 pandemic. As these accounts are prepared on a cash basis the refunds are shown in the financial period in which they were paid.

**23rd Bromley (St. Augustine's) Scout Group**  
**Payments for the year ended 31 March 2021**

	2020-21 Unrestricted funds	2020-21 Restricted funds	2020-21 Total funds	2019-20 Total funds
	£	£	£	£
<b>Youth programme and activities</b>				
Core meetings and activities expenses	346.72	-	346.72	3,063.77
Jamborees and trips	-	-	-	638.00
Prizes	-	-	-	37.60
Sports day	-	-	-	327.28
<b>Event costs</b>				
Annual General Meeting	-	-	-	481.55
Carol and church services	-	-	-	35.76
Retirement and commemoration events	160.00	-	160.00	375.41
<b>Leaders' expenses</b>	58.00	-	58.00	-
<b>Badges, uniforms and training</b>				
Badges	182.91	-	182.91	262.80
Scarves and uniform	-	-	-	894.05
<b>Camp fees and costs</b>	(201.00)	-	(201.00)	12,429.00
<b>Purchases of equipment</b>				
Camping equipment and gaz	72.00	100.00	172.00	4,270.24
Pantomime and gang show equipment	-	-	-	2,301.49
Props and costumes	-	-	-	548.12
Other equipment	6.99	-	6.99	120.00
<b>Insurance</b>	1,239.20	-	1,239.20	1,270.87
<b>Headquarters running costs</b>				
Building maintenance	36.00	-	36.00	36.00
Cleaning	367.28	-	367.28	774.03
Waste collection	615.54	-	615.54	615.54
Ground lease	10.00	-	10.00	10.00
Grounds maintenance	1,968.00	-	1,968.00	-
Heaters	180.00	-	180.00	-
Broadband	416.88	-	416.88	391.73
Electricity	245.81	-	245.81	361.79
Gas	299.16	-	299.16	366.72
Water	-	-	-	200.98
<b>Donations made</b>	20.00	-	20.00	254.85
<b>Service charges and miscellaneous expenses</b>				
Online Scout Manager fees	8.91	-	8.91	63.64
PayPal fees	42.81	-	42.81	31.50
Printing, postage and stationery	2.00	-	2.00	235.73
Website hosting costs	61.07	-	61.07	57.46
<b>Fundraising expenses</b>				
Christmas Fair expenses	-	-	-	67.00
Pantomime licence	-	-	-	276.50
<b>Total payments</b>	<b>6,138.28</b>	<b>100.00</b>	<b>6,238.28</b>	<b>30,799.41</b>

Note: negative expenditure for Camp fees and costs arises from the return of a deposit paid in the previous year in respect of a camp which did not take place because of the COVID-19 pandemic. As these accounts are prepared on a cash basis the refund is shown in the financial period in which it was received.

# Independent Examiner's Report

## Independent examiner's report to the trustees of the 23rd Bromley (St. Augustine's) Scout Group

I report to the trustees on my examination of the accounts of the 23rd Bromley (St. Augustine's) Scout Group (the Trust) for the year ended 31 March 2021.

### Responsibilities and basis of report

As the charity trustees of the Trust you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

### Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Signed: 

Name: Raymond Kirk CPFA

Address: 39 Wellmeadow Road  
Lewisham  
SE13 6SY

Date: 22 September 2021