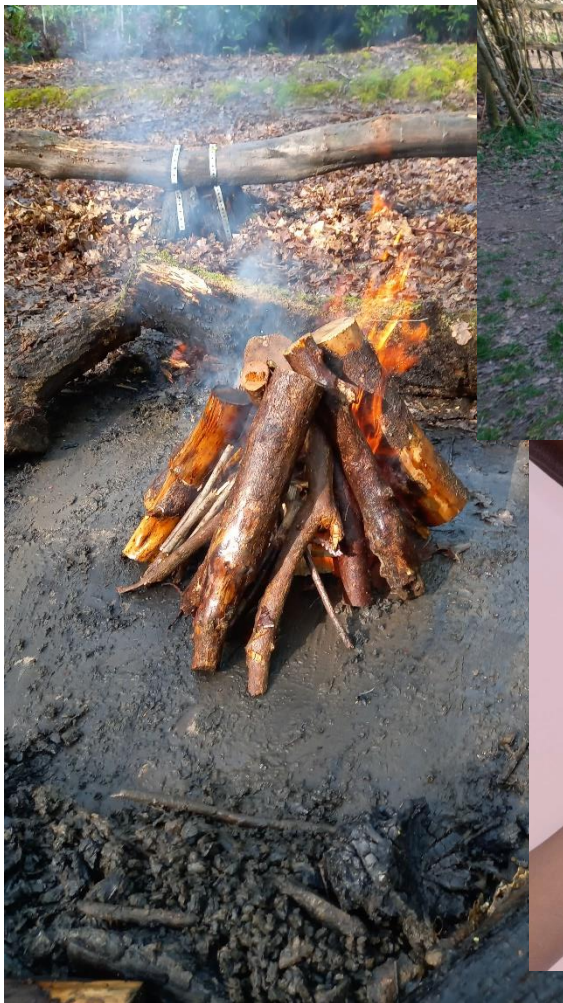


6th Horsham Scout Group Trustees' Annual Report

for the period:

16th June 2020 to 26th May 2021



6th Horsham Scout Group is sponsored by
London Road Methodist Church

6th Horsham Scout Group

Trustees' Annual Report for the period: 16th June 2020 to 26th May 2021

Reference and Administration Details

Group Registration Number with the Scout Association: 45350

Charity Registration Number: XR25145

The Group operates from, and is sponsored by: London Road Methodist Church

41 London Road

Horsham

West Sussex

RH12 1AN

Phone: 01403 240714

Email: office@lrnchorsham.org

Names of the charity trustees are:

Name	Office	Dates (if not for whole year)
Ex-Officio trustees:		
Martin Cummings	Group Chairman	
Ann Williams	Group Secretary	
Martin Brogan	Group Treasurer	
David Casey	Group Scout Leader	
Michael Reeves	Scout Troop Leader	
Andrew King	Cub Pack Leader	
Christine Makin	Beaver Colony Leader	
Colin Coventry	London Road Church Representative	
Martin Savage	Web Site, DBS and GDPR Officer	
Elected trustees:		
Chris O'Leary	Scouts Parents Representative	
Debbie Whitlock	Cubs Parents Representative	
	Beaver Parents Representative	

Group funds are held by: HSBC Bank, West Street, Horsham.

Group Accounts for 2020-2021 have been independently examined by: Mouzam Salam, ACCA FCCA

6th Horsham Scout Group

Trustees' Annual Report for the period: 16th June 2020 to 26th May 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 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 Leaders, individual section leaders and parent's representation. The Executive Committee meets at least three times each year.

Members of the Executive Committee have all completed 'Essential Information for Executive Committee' training (module 1 or 1e).

This Group Executive Committee exists to support the Group Scout Leader and other leaders in meeting the responsibilities of their appointments and is responsible for:

- The raising of funds and the administration of Group finance;
- The insurance of persons, property and equipment;
- Liaison with London Road Methodist Church as our sponsoring body
- 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 Management

The Group Executive Committee has identified the primary risks to which the Group is exposed, these are regularly reviewed and mitigated as follows:

- During the corona virus pandemic we need to provide a safe environment for all participants, adult and children. We follow Scout Association and government guidance and have been holding outdoor activities only. Our leaders have been working on risk assessments for indoor activities and we expect to return to indoor activities in September 2021 subject to the guidance.
- Injury to leaders, helpers, supporters and members. The Group, through the capitation fees, contributes to the Scout Associations national accident insurance policy. Risk assessments are undertaken before all activities and experienced past leaders are on-hand to advise.
- Inappropriate behaviour towards young people. All adults involved with the Group are subject to a DBS check. Leaders are required to undertake Scout Association training in safeguarding.
- Damage to buildings, property and equipment. The Group has a documented sponsorship agreement with London Road Methodist Church that provides, maintains and insures the buildings and equipment that the Group uses. The Group is very grateful for this support and makes a donation to the church each year.

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- Reduced income from fund raising. The Group is primarily reliant upon income from subscriptions and fundraising. The Executive Committee reviews the value of subscriptions each year and organises fund raising events from time to time as required. The Group's policy on reserves is to hold an amount of money sufficient to support a rolling programme of equipment renewal and the week by week operating costs of the sections for a year, if income were to fall to the level of our expected payment commitments to The Scout Association (i.e. capitation).
- Reduction or loss of leaders. The Group is totally reliant upon volunteers to run and administer the activities of the Group. The Group is most grateful for all the efforts of its leaders and volunteers. Parents are always encouraged to get involved in whatever way they can. Most are pleasantly surprised at how much they enjoy it.
- Mismanagement or financial loss. The Group reviews its financial position at every meeting and requires two signatories for each payment from the bank account.
- Breach of privacy. The Group has appointed a data protection officer and is working to achieve compliance with the General Data Protection Regulation (GDPR).

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 cooperate 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.

To deliver these objectives we seek to provide:

- A regular programme of meetings, during term times, for scouts, cubs and beavers to include both indoor and outdoor activities and learning experiences

6th Horsham Scout Group

Trustees' Annual Report for the period: 16th June 2020 to 26th May 2021

- Nights away experiences in each section including camps for scouts and cubs, and sleepovers for beavers
- Participation in District organised events where possible
- Supporting London Road Methodist Church by encouraging members of all sections and their families to attend parade services.

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

You may not expect to see that much has happened over the last year due to a certain pandemic! However you will be surprised at the programme that has been supplied to the young people in our Scout Group.

6th Horsham Scout Group has 3 sections – Beavers, Cubs and Scouts. Each section has submitted their report showing the activities and events that have happened over the last year. As you will see, each section has made the best of what has been a very difficult situation. I think you will be amazed at what they have achieved. Please take time to read all the interesting variety of activities that our team of dedicated leaders have made available to the young people.

Our group is privileged to have three fantastic section leaders in Christine, Andy and Mike. I cannot say strongly enough how proud I feel about their dedication and professionalism in providing such a varied programme in very difficult circumstances – and all by volunteers who have had to deal, like most of us, with extra struggles in work and family life. I would also like to give my thanks to the important role of the assistant leaders and helpers who have also given their time in support of the sections.

As lock-down eases we are able to start face to face meetings again which everyone is itching to get back to. To use a well known phrase, everyone is looking forward to putting the 'out' back into Scouting!

All this would not be possible without the time and effort given by the volunteer leaders and their helpers. There is so much more they could offer if they had more help. Help can be in many forms from uniformed leaders, helpers, administrators to occasional help and visits by people with special interests, skills or hobbies. If you are able to help with your Scout Group or know of anyone who might, then please contact me. Please remember this Scout Group, along with the Guides and Brownies, is a church sponsored group and as such is a part of our Church's work and outreach in the community.

My report cannot be completed without thanking Martin our Group Chair and the rest of the Group Executive Committee that plays such an important role in looking after the administration of the group and supporting the leaders.

David Casey – Group Scout Leader



(age 6-8)

2020 started as normal for 6th Horsham Beavers. We had 9 meetings in the Spring term covering things such as celebrating Chinese New Year by making a stir fry and building the Great Wall of China, learning how aeroplanes stay in the skies in the Air Activities badge and testing our strength, agility and courage at clip 'n' climb.

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The Spring term ended early because of Covid. After Easter we started meeting over Zoom – new technology for all of us. Not all Beavers felt able to join in but we averaged 8 young people each week. During this period we were all limited to seeing only those we lived with so the Zoom sessions were an important way to stay connected.

Over Zoom we enjoyed scavenger hunts, held an experiments evening, had a visitor teach us drumming skills, cooked a blueberry cobbler, made a ladybird card with moving parts and held a fantastic talent show. One of the Beavers who was incredibly shy when he first joined us, helped host the show and did a super job. With this achievement he completed his Chief Scouts Bronze award.

At Half Term we held a virtual sleepover. Beavers were to sleep either in a tent (that they'd helped put up) in the garden or in a den that they had made. Beavers were set a challenge to help make a fire and cook something over it (S'mores were a popular choice). In the morning (as in a normal camp), Beavers were expected to wash up their breakfast things and help take down their shelter.

6th Horsham (Methodist) Beavers and leaders took part in the Scouts Hike to the Moon which was a fundraiser that fed into BBC Children in Need and Comic Relief. This was a national effort and with the miles recorded, UK Scouts did manage to get to the Moon and back!

In the Autumn we had our Scouts Covid risk assessment agreed. This meant we were able to meet face to face outdoors which we did for four meetings before a new lockdown came into force. We had some new Beavers join though kept numbers low as this made meeting more practical in line with Scout association guidelines (max 15 young people). Our Group Scout Leader – David Casey – provided invaluable support at these outdoor meetings held in various locations around Horsham.

With a mix of face to face and Zoom meetings in the Autumn, we made semaphore flags and sent messages across a field, learned new games, made tracks for others to follow from sticks in the park, learned to draw with children's illustrator Liz Million, and made paper stars. We had a visit from Elyane and Philip Dale who told our Beavers all about the Horsham Foodbank. We decided as a Colony to make a donation before Christmas – a kind of reverse advent calendar. We had fantastic response from the Beavers and their families.

The team for 2020 was Christine as Beaver Scout Leader with regular parent helpers Toby Fleetwood and Hannah Davison. Hannah has been a very welcome addition to our team and has recently joined us officially as a sectional assistant. There is always room for more leaders, so please let me know if you'd like to come along and try it out.

Christine Makin – Beaver Scout Leader

cubs

(age 8-10½)

Despite the current circumstances in the world our Cub pack continues to train the young people of tomorrow in what it means to be a Scout. After just over half a term of meetings at the beginning of 2020 we had to switch formats to online only as the country went into lockdown. This was a learning experience for both the cubs and myself but we made the best of situation, continuing to work on badges where possible and have a bit of fun too!

Numbers attending virtual meetings were consistently 8-10 which equates to roughly 50% of the pack which I considered fantastic as it's not a format that works for everyone. In October we did briefly go back to outdoor face-to-face meetings and then attendance shot up to normal numbers which gives me confidence that as restrictions lift our Cub pack will come back as strong as ever. From Easter onwards we have been back to face-to-face meetings and hopefully will not have to go back to online only as a Cubs natural habitat is outside and together as a pack. A taste of our activities follows:

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This year we have learnt all about other cultures, festivals, science, navigating, digital skills and nature. The highlight for me was definitely our hike in October and getting to see everyone's happy faces while enjoying the outdoors together!

All the fun activities are made possible by the leaders, helpers, parents and Group Exec who support us and deserve much thanks for their combined efforts.

Andy King– Cub Scout Leader

SCOUTS

(10½ - 14)

The Scout group (usually) meets on Thursday nights in the Wesley Hall during term time. The age range is from 10½ to 14. We currently have three uniformed leaders, myself, Alan Turnbull and Matt Duffin. Jordan Biggin continues as a regular helper. We currently have several parents who are happy to attend in support as and when required.

Well... Where do I start? What a year it's been. Definitely not one that we could align to the Scout motto of 'Being Prepared', was anyone? We were fortunate enough to have run a survival skills day at the campsite in half term shortly before lock down. Little did we know that that would be the last time we would light a fire or roast a marshmallow for over 12 months!

During March last year and given the requirement to lockdown we made the difficult decision that we would suspend Scouts, ensuring that leaders could focus on family and work commitments. Fortunately, all of us were able to continue working or were supported by Furlough and I would like to praise Matt Duffin who continues to undertake work with the NHS whilst unable to work at Gatwick. Thanks also to our parents who have been extremely supportive throughout this time.

In July we started to get Scouts together again online to help ensure they remained engaged with scouts and that they had the opportunity to do some different activities each week. The highlight was a virtual hot dog competition where Scouts planned and cooked some pretty awesome hot dogs and then presented back to us. Winners included one presented as an octopus!

In September we resumed a weekly online programme while continuing to undertake all of the required work to move towards being able to meet face to face again (outside). The Scouts have enjoyed lots of online activities such as quizzes, scavenger hunts, escape rooms and cooking. They have always been keen to participate and it was great checking in with them each week. In November Alan even managed to pull off a virtual firework display, carefully filmed in his garden and shared by his daughter Caitlin. In December and with the green light to meet in small socially distanced groups outside we finally managed to get the group out for several weeks of hiking, nothing excessive but it was great to see everyone in person before more Zoom meetings post Christmas.

The highlight of the Spring term was a virtual pancake cooking competition. We had over 15 Scouts making and tossing pancakes online and they came up with some amazing ideas. We had different shapes, sizes and colours along with 2 Fleur-de-lis representing Scouts and even a Japanese pancake! They were all winners needless to say.

The Scout Association say we are still on track to meet outside again so that's exactly what we plan to do. We have secured some evenings at the Scout campsite and are busy adapting activities to ensure they remain safe. High on the agenda is socially distanced fire lighting and marshmallow roasting ... It's been too long!

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A very different year but we are pleased that most of the Scouts have continued to join us where possible (6 have started with us in this time). I am proud of all of them for their inputs and am pleased we were able to keep them interested. A massive thank you to all the leaders, exec committee, parents and Scouts for all of their support, enthusiasm and resilience this year.

Mike Reeves – Scout Leader

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Financial Review

Receipts and Payments Account Summary for the year ended 31 March 2021:

6th HORSHAM (METHODIST CHURCH) SCOUT GROUP

Receipts and Payments Account Summary for April to March 2021

	This Year General Fund	This Year Activity Fund	This Year Equipment Fund	This Year Total	Last Year Total
Total Receipts for the year (breakdown overleaf)	£ 2,317	£ 15	£ 0	£ 2,332	£ 8,550
Total Payments for the year (breakdown overleaf)	£ 4,006	£ 140	£ 0	£ 4,146	£ 7,356
Net Receipts /(Payments) for the year	(£ 1,689)	(£ 125)	£ 0	(£ 1,814)	£ 1,194
Transfers between funds	£ 0	£ 0	£ 0	£ 0	£ 0
Net movement for the year	(£ 1,689)	(£ 125)	£ 0	(£ 1,814)	£ 1,194
Cash, bank and similar funds brought forward	£ 4,095	£ 3,447	£ 3,926	£ 11,469	£ 13,411
Cash, bank and similar funds carried forward	£ 2,407	£ 3,322	£ 3,926	£ 9,655	£ 11,469

	This Year General Fund	This Year Activity Fund	This Year Equipment Fund	This Year Total	Last Year Total
Monetary Assets					
<i>Bank Current Account (less uncleared cheques)</i>				£ 3,658	£ 6,235
<i>Bank Deposit Account</i>				£ 5,997	£ 5,234
<i>Cash in Hand</i>				£ 0	£ 0

Liabilities due within one year

<i>Cheques not cleared</i>				£ 0	£ 0
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Notes:

Subs	£ 1,331
Giftaid	£ 169

6th Horsham Scout Group

Trustees' Annual Report for the period: 16th June 2020 to 26th May 2021

Receipts and Payments

	2020 / 21	2019 / 20
	Unrestricted Funds £	Unrestricted Funds £
Receipts		
Donations, legacies and similar income		
Membership subscriptions	1,331	1,934
Less: Membership subscriptions paid on (National / County / Area / District)	2,655	2,800
Net membership subscriptions retained	- 1,324	- 866
Donation	760	-
Legacies		
Gift Aid	169	357
Other similar income	54	0
Sub total	- 341	- 509
Fundraising (gross)		
Activities	15	1,649
Other fundraising activities	-	-
Sub total	15	1,649
Investment Income		
Bank Interest	3	51
Sub total	3	51
Total Gross Income	- 323	1,190
Asset and investment sales, etc		
Total Receipts	- 323	1,190

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Payments

Charitable Payments	-	145
Youth programme and activities	238	2,800
Adult support and training	-	-
Rent	1,000	-
Insurance	42	-
Repairs and Renewals	-	-
Materials and equipment	118	30
Uniforms	93	158
Other cost detail 1	-	-
Sub total	1,491	3,133
Fundraising expenses		
Sub total	0	0
Total Payments	1,491	3,133
Net of receipts/(payments)	- 1,814	- 1,943
Cash funds this year end	9,655	11,469

At the end of the year the operational reserve stood at £5,729 having already paid our annual dues to the Scout Association and our regular donation to the church for use of the premises. As a result of lockdown we suspended subs for a period of time, accounting for the majority of the almost £2,000 cash balance differential year on year. If parents have any questions about subs please contact the relevant section leader. We are fortunate compared to some groups in that we do not have property maintenance responsibilities and should be in a good position to restart indoor activities when this becomes possible.

Our equipment reserve stands at £3,926. Based on our last assessment we believe this amount to be sufficient to meet a rolling programme of equipment renewal. We review that assessment from time to time to ensure that it continues to be adequate.

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.

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Declaration

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

Signed on behalf of the charity's trustees:

Name	Role	Signature	Date
Martin Cummings	Group Chairman		
Martin Brogan	Group Treasurer		

This report was formally presented to the Scout Group AGM on 26th May 2021.