

**17th West Lothian Scout Group**



**Annual Report & Financial Statements**

**Year Ending 31st March 2021**

**Charity No. SC035910**

**17th West Lothian Scout Group**  
**Trustees Annual Report : Year Ending 31st March 2021**

The Executive Committee have pleasure in presenting their report along with the financial statements and the independent examiner's report for the year ended 31 March 2021.

**Name & Address**

The Group's Name is the 17th West Lothian Scout Group and it is based at Canon Hoban Hall, Broxburn, West Lothian, EH52 5RJ. Contacting the Group can be done through the GSL at 58 Beechwood Grove, Uphall Station, West Lothian, EH54 5QJ.

**Constitution & Purpose**

The Scout Group is constituted in terms of the Rules of The Scout Association, which is a charitable body incorporated by Royal Charter. The Group is a registered Scottish Charity - No SCO35910.

The purpose 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.

**Trustees**

Claire Roxburgh	Chairman
Julie Hunter	Treasurer
Louise McInnes	Secretary
Philip Stuart	Group Scout Leader
Teresa Kirk	Assistant Group Scout Leader
Julie Zasada	Parent member

Trustees are recruited and appointed in accordance with the Policy, Organisation & Rules ("POR") of the Scout Association.

**Activities & Achievements**

The year has not been easy with Covid-19 disruption scouting for most of the time. However we have been able to keep some scouting activities going via Zoom meetings and, whenever possible, doing face to face meetings.

The Group and Explorer Unit have had several 'Virtual' camps with the young people sleeping in tents in their gardens or making dens in their homes. We have also had 'Virtual' hikes with individuals walking in their local area and taking selfies and using fitness apps such as Strava etc. to show everyone else where they have been

The Explorers and Scouts have had hikes in the Pentland Hills and the group have met outside the hall when allowed.

We have managed to award a surprisingly large number of badges to the credit of the Young People and leaders.

All in all we have done well considering the situation, but we are looking forward to getting back to normality.

**Reserves Policy**

The Trustees believe that around three months of annual expenditure is an appropriate level of reserves in order to cover the timing differences between receipts & payments and to allow for any unexpected items of expenditure.

Approved by the Group Executive Committee on **12th November 2021** and signed on its behalf by:-

**Julie Hunter**  
**Group Treasurer**



**17th West Lothian Scout Group**  
**Independent Examiner's Report : Year Ended 31st March 2021**

**Independent Examiner's Report to the Trustees of the 17th West Lothian Scout Group**

I report on the accounts of the 17th West Lothian Scout Group ("the Group") for the year ended 31 March 2021 which are set out on pages 3 to 5.

**Respective responsibilities of Trustees and Examiner**

The Group's trustees are responsible for the preparation of the accounts in accordance with the terms of the Charities and Trustee Investment ( Scotland ) Act 2005 ( "the Act" ) and the Charities Accounts ( Scotland ) Regulations 2006 ( "the Regulations" ). The Group's trustees consider that the audit requirement of the Regulation 10(1)(d) of the 2006 Accounts Regulations does not apply. It is my responsibility to examine the accounts as required under section 44(1)(c) of the Act and to state whether particular matters have come to my attention.

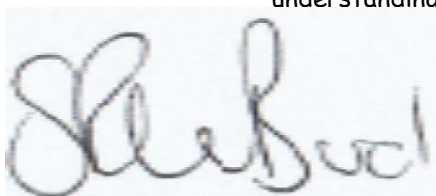
**Basis of Independent Examiner's Statement**

My examination is carried out in accordance with Regulation 11 of the Regulations. An examination includes a review of the accounting records kept by the Group and a comparison of the accounts presented with the those records. It also includes consideration of any unusual items or disclosures in the accounts and seeks explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

**Independent Examiner's Statement**

In the course of my examination, no matter has come to my attention:-

- (1) which gives me reasonable cause to believe that in any material respect, the requirements:
  - (a) to keep accounting records in accordance with Section 44(i)(a) of the Act and Regulation 4 of the Regulations
  - (b) to prepare accounts which accord with the accounting records and comply with Regulation 9 of the Regulationshave been not 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.



Ms Sue Bird

Date 11/11/2021

**17th West Lothian Scout Group**  
**Receipts & Payments Account : Year Ending 31st March 2021**

	<u>Note</u>	<u>2020/2021</u>	<u>2019/2020</u>
		£	£
<b>RECEIPTS</b>			
Voluntary Income			
Subscriptions	4	2,046.00	2,594.00
Fund-raising activities:			
Denmark	6	140.00	3,716.36
Aldi Grant	9		500.00
Other		22.41	232.72
Gift Aid		614.25	-
		<u>776.66</u>	<u>4,449.08</u>
Group Activities			
Donation			150.00
Events/Camps			2,077.05
Badges & Uniform			443.80
Duke of Edinburgh		33.00	162.00
		<u>33.00</u>	<u>2,832.85</u>
<b>Total Receipts</b>		<u><b>2,855.66</b></u>	<u><b>9,875.93</b></u>
<b>PAYMENTS</b>			
Group Activities			
Programme Activities		194.68	2,738.12
Section Materials			73.52
Duke of Edinburgh		294.00	477.00
Badges & Uniform		646.18	619.79
Equipment Costs	5	242.43	1,084.31
Denmark Trip	6		5,697.45
Donations	7		43.00
		<u>1,377.29</u>	<u>10,733.19</u>
Management & Administration Costs			
Administration		96.64	174.56
<b>Total Payments</b>		<u><b>1,473.93</b></u>	<u><b>10,907.75</b></u>
<b>Surplus / (Deficit) for year</b>	<b>8</b>	<u><b>1,381.73</b></u>	<u><b>-1,031.82</b></u>

**17th West Lothian Scout Group**  
**Statement of Balances : Year Ended 31st March 2021**

	Note	2020/2021	2019/2020
		£	£
<b>Cash &amp; Bank Balances (Unrestricted) :</b>			
Opening balance		8,019.33	9,051.15
Surplus / (Deficit) for the year		1,381.73	-1,031.82
<b>Closing Balance</b>		<b>9,401.06</b>	<b>8,019.33</b>
<b>Represented By :</b>			
Bank Current Account		9,401.06	8,019.33
Liabilities		0.00	0.00
<b>Closing Balance</b>		<b>9,401.06</b>	<b>8,019.33</b>

All funds are unrestricted.

**Other Assets :**

The Group owns a quantity of camping and other outdoor equipment which has been acquired over a number of years.


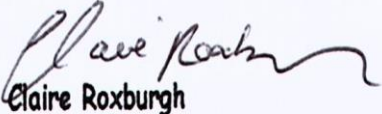
The Group uses Canon Holban Hall for free.

Equipment money withdraw and in process to be spend

**Notes :**

The notes on Page 5 form an integral part of these Accounts.

Approved by the Group Executive Committee on 12th November 2021 and signed on its behalf by :

Signed:	 <b>Julie Hunter</b>	Group Treasurer	Date : 12/11/2021
Signed:	 <b>Claire Roxburgh</b>	Group Chairperson	Date : 12/11/2021

## Notes to the accounts

### 1 Basis of Accounting

These accounts have been prepared on the Receipts & Payments basis in accordance with the Act & the Regulations (as amended)

### 2 Funds

The Group maintains a single unrestricted general fund for all its financial transactions.

### 3 Trustees Remuneration & Expenses

The Trustees did not receive any remuneration.

	<u>2020/2021</u>	<u>2019/2020</u>
	£	£
<b>4 Subscription Income</b>		
Subscriptions	3,966.00	4,479.00
Less SHQ Capitation	-1,920.00	-1,885.00
	<u>2,046.00</u>	<u>2,594.00</u>
<b>5 Equipment Costs</b>		
Withdraw and spend	242.43	1,084.31
New Equipment	<u>242.43</u>	<u>1,084.31</u>
<b>6 Denmark Trip</b>	140.00	-1,981.09
<b>7 Donations</b>		43.00
	<u>0.00</u>	<u>43.00</u>
<b>8 Year Surplus ( Deficit)</b>	1,381.73	-1,031.82
<b>9 Grant Received:</b>		
Aldi Supermarkets (for new Sports Equipment)		500