

81st FIFE (1st BROOMHALL) SEA SCOUT GROUP

Annual Report & Financial Statements

For the year ended

31 March 2021



Scouts

**81st Fife (1st Broomhall)
Sea Scouts**

OSCR

Scottish Charity Regulator
www.oscr.org.uk

Registered Charity
SC031335

TRUSTEES' ANNUAL REPORT

FOR THE YEAR ENDED 31 MARCH 2021

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WELCOME TO OUR ADVENTURE...

WHAT WE DO

As a Scout Group, we believe in preparing young people with skills for life. We encourage our members to do more, learn more and be more!

Our members are aged between 6 and 25 and each week enjoy fun and adventure while developing skills that they need to succeed both now and in the future.

We help young people develop and improve key life skills, including:

- Self-awareness
- Empathy
- Critical thinking
- Creative thinking
- Decision making
- Problem Solving
- Effective communication
- Interpersonal relationship
- Teamwork
- Leadership
- Autonomy
- Resilience

OUR VALUES AND AIMS

The aim of the Group is to promote the purpose of Scouting which is that Scouting exists to actively engage and support young people in their personal development, empowering them to make a positive contribution to society. The Group is organised in line with the Values of Scouting which are that as Scouts we are guided by these values:

- **Integrity** - We say what we mean and when we make a promise, we keep it.
- **Respect** - We listen to others; explore our differences and work to find common ground.
- **Care** - Scouts are friends to all and think of others before themselves.
- **Belief** - We believe passionately in improving the lives and life chances of young people and helping them explore and develop their beliefs and attitudes.
- **Cooperation** - Scouting is about teamwork. We believe that when we work together we achieve more than we can on our own.

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DELIVERING SKILLS FOR LIFE

In 2018 the Scout Association launched its five-year plan "Skills for Life". Skills for life are broken down into seven project areas:

Youth Involvement

We are committed to making sure that young people take on leadership responsibilities and shape their Scouting experiences. This is seen through programme planning within the Sections, our young leader scheme where Explorers help in Cubs and Scouts and our young members supporting and being co-opted onto the Groups Committee and sub-committees.

Skills and Training

We want to ensure our adult volunteers have the support they need to continue to deliver quality experiences for young people. Not only do our adults undertake the Scout Association training but also specialist training associated with our water activities. Our Group Training Advisor, Karen Hart continues to ensure the Leaders are supported and keeping their training and development up to date.

Growth

Overall the Group has grown over 26% within a year, seeing increases in Beavers, Cubs and Scouts, with the largest growth in the Cub section. This is testament to the Leaders and Members in creating a balanced and fun programme.

Inclusion

As a group we want to be fully inclusive of everyone. We operate an environment that allows people with different backgrounds, characteristics, and ways of thinking, to work effectively together and fulfil their potential. This is reflective in many of our members achieving their highest award the Chief Scout Award. We want our members to feel valued, listened to and respected.

We link what we do to the four capacities of the Scottish Government's Curriculum for Excellence and try to develop successful learners; confident individuals; effective contributors; and responsible citizens. Where possible we ensure that our members are achieving a number of the experiences and outcomes set by the government. We provide activities for those aged 6-25 in the West Fife Villages area, based in Limekilns, with a current membership of 58 youngsters supported by 20 uniformed Leaders/Helpers.

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.

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Perception

We want Scouts to be understood, more visible, trusted, respected and widely seen as playing a key role in our society. Skills for life clearly show the benefits that we gain, but we want it to be cool to tell your mates that you're in the Scouts. We have seen continued growth this year and we want this to continue. Members joining Beavers we want to see gaining their Queen Scout Award in Explorers and Network.

Community Impact

We want to give our young people opportunities to make valuable differences in our community. The Group continue to be single use plastic free as part of the communities Approved Plastic Free Community award and have set-up a 3P pledge.

The hall entrance has been improved with disabled access now available through the front reception rather than the fire exit to the side of the hall. This was a real community effort with many people coming to help.

The pandemic saw none of our community projects running this year, but we were fortunate to run Santas Sleigh which brightened a lot of our younger community.



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Outdoor Adventure and international

The Group has not been able to carry out its normal outdoor adventure. We did manage to have The Great Indoors event which saw the whole group take part in a mixture of indoor and outdoor activities with their family.



GROUP CHAIRPERSON

Welcome to the 81st Fife (1st Broomhall) Sea Scout Group's Annual Report.

As in all parts of the community, Scouting continues to be significantly impacted by Covid 19, but the values of the Scouting Community are more important than ever during these difficult times, so it is very encouraging to see our numbers growing.

Our leaders and helpers continue to face significant additional challenges to be able to provide safe activities for the young people in the group, but they have worked hard and diligently to ensure that it has been possible.

Thank you to all the Leaders, Helpers, Parents, Guardians and Committee Members, without whom the Group could not function, for your hard work and support throughout the year.

We are always looking for more volunteers so please don't hesitate to speak with a Leader or Committee member if you would like to become involved.

Mike Chaplin

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GROUP SCOUT LEADER

Nobody would expect 2020 to turn out the way it has. With the whole of the country being 'sent home' we followed Government guidance and closed the Group for face to face meetings. The Scout Association supported us with access to 'Zoom' and our online programme began. We had to adapt how we would deliver a balanced programme for our membership. Testament to parents support we were able to provide a programme across the Group and saw a large number of awards being worked on from home. Even during the pandemic we were able to complete the coveted Chief Scout Awards.

Across the Region the 81st Fife is one of the only Groups that has been retain and grown our membership and this is due to the support from parents and the leaders during what was a hard period.

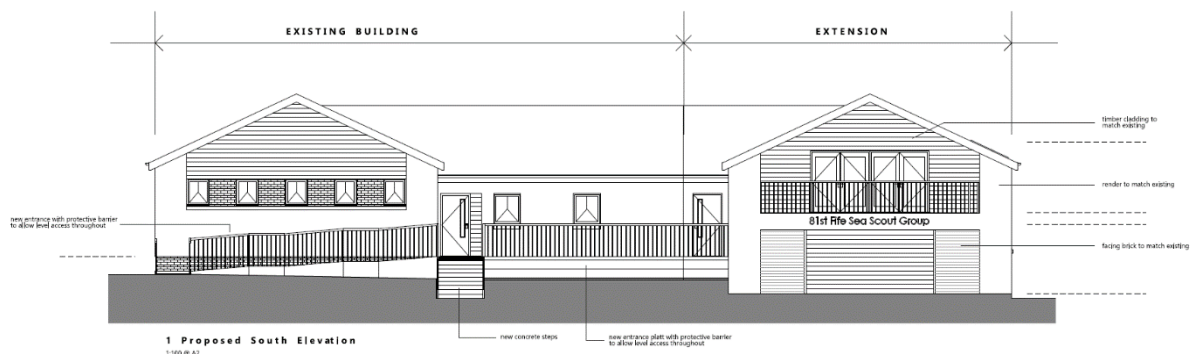
As a Group we have undertaken no fundraising in over a year. We were fortunate to receive a government grant for charities but we need to move forward and raise funds that can replenish money spent over the period maintaining the hall, paying insurance, membership etc.

I want to thank all of the Leaders and parents for their continued support and running of the Group in what has be a challenging time. Like you all, I hope that we can return to 'normal' as soon as possible and will follow the guidance given by Youth Scotland and the Scout Association.

Andrew Mitchell

SAILING CENTRE

The pandemic has seen funding for this project become increasing difficult to secure. The committee hope that as we ease out of the pandemic funding will become available and will continue to apply for it.



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SECTION REPORTS



9 Beavers were presented with their Chief Scout Bronze Award,

Adam Herschell, Ross Hastings, Lewis Howie, Archie Wilson, Noah Mitchell, Isaac MacFarlane, Jake MacLuskey, Emily Swan and Tom Millar-Doughty. A huge Well Done to all those Beavers.

Beavers were then so busy doing Activity Badges from home and over 170 Badges were completed! There was also a very well attended Homeboree which was great fun and also zoom quizzes and Treasure Hunts.

From September we were able to meet outside but with only half the Colony so we had 2 groups of 12 meeting alternate weeks. We had Halloween night(twice), treasure hunts, a walk to the war memorial to lay our Poppy sticks and wreath, volcano experiments, made bird cake and decorated branches outside with our own Christmas baubles.

The District also put on some special Zoom nights with Meet the Reptiles, science experiments and a magic show which a good number of our Beavers took part in.

As our leader numbers were also limited a huge Thank You to Elizabeth Mackenzie and our young leader Daniel Thomson for all their help and support.

Liz Milligan



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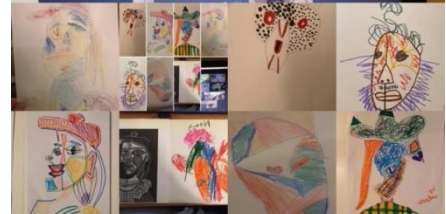


2020 started with a complete stop of all face to face meeting. The Scout association responded with a number of posts and advise on how our members could carryon scouting in the safety of their own home. This was something that a lot of the Cubs took on and completed a number of badges while in lock down. As a group we responded with the Great Indoor event where our Cubs took part in a number of home activities including an online quiz, and Walk to the Moon a National Challenge. In August we started our zoom meetings, aimed at running a section meeting on the internet we did a number of activities, including learning about Nasa and building our own challenge space ship, arts and crafts, learning about Picasso and a great science evening.

In September restriction eased and we were able to meet fortnightly in smaller groups outdoors. We enjoyed tent pitching, fires, cooking and team games. Towards the end of the year we could use indoors and enjoyed a warmer evening for out Christmas Party. January saw us return to lockdown and we again returned to zoom meetings. Over the coming weeks me did craft, pancakes, rock buns, and building a famous structure from junk. It would not be until April before we could meet outdoors again.

Although a difficult year our numbers have actually increased. This is testament to our members. I would like to thank our Young Leaders, Emily who has been a great help with our face to face meetings.

Sheila Wicksted



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SCOUTS

The section has grown in the year 2020-2021 and is currently running with twenty five Scouts and three leaders. During the pandemic we ran some sessions online ranging from scavenger hunts to cooking competitions.

When permitted we returned to face to face scouting outside. We stuck to what we see as the core of scouting. We had cooking on stoves, then on open fires, navigation, survival skills, pioneering, raft building to name a few.

There was no scout camps this year but we will hopefully be back to camping in the coming year. We intend to work along the same lines now that we are back to face to face scouting.

Gordon Prow



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EXPLORERS

Lock down proved a challenge for the Explorers. Daily zoom calls with school made using zoom for Explorer meetings difficult as it was used so much daily. In the end Explorers only met when restriction eased and we were allowed to meet outdoors.

With the easing of restrictions we were able to meet outdoor at the hall which saw most attend.

Now that we can meet plans are being developed to complete the Explorer expeditions once restrictions are eased.

A number of Explorers are nearing the end of their time in the Group with many moving on to further education. Plans are being developed for this as the section numbers will be reduced drastically and there will be a potential need to merge the unit with another one until numbers return to a sustainable number.

Andrew Mitchell



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The trustees present their report and financial statements together with the independent examiner's report for the year ended 31 March 2021.

REFERENCE AND ADMINISTRATIVE DETAILS

Charity Name	81st Fife (1st Broomhall) Sea Scout Group	
Charity Number	SC031335	
Contact Address	C/o Eric Whale 11 Overhaven Limekilns Dunfermline KY11 3JH	
Website Address	81stfifescouts.org.uk	
Current Trustees <i>(Ex Officio)</i>	Mike Chaplin Kathryn Brechin Eric Whale Andrew Mitchell Elizabeth Milligan < Vacant > Gordon Prow Sheila Wicksted	Chair Secretary Treasurer Group Scout Leader Beaver Scout Leader Cub Scout Leader Scout Leader Explorer Scout Leader
<i>(Elected)</i>	Jacqui Crawford Ann Muir	
Other Trustees who served during the year	None	
Bankers	Clydesdale Bank plc 64 High Street Dunfermline KY12 7DF	Unity Trust Bank 9 Brindley Place Birmingham B1 2HB
Independent Examiner	David Jeffcoat FCCA 107 Clermiston Crescent Edinburgh EH4 7BW	

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STRUCTURE GOVERNANCE AND MANAGEMENT

Governing Document

The Group operates in terms of the Constitution of the Scout Association, which was incorporated by Royal Charter in 1912, and the Policy, Organisation & Rules ("POR") of the Scout Association as amended by the Scottish Variations.

Appointment of Trustees

The Group Executive Committee are the charity's trustees. The Group Scout Leader, Assistant Group Scout Leader (if appointed), Group Chair, Group Secretary and Group Treasurer are, *ex-officio*, members of the Executive Committee.

The Section Leaders have the right of membership of the Executive Committee, but are not required to be members.

Organisational Structure

The Group Scout Council is the electoral body, which supports Scouting in the Scout Group. It is the body to which the Group Executive Committee is accountable. Membership of the Group Scout Council comprises:

- Parents of Beaver Scouts, Cub Scouts, Scouts and Explorer Scouts in the Group;
- Section Leaders, Assistant Leaders and Section Assistants;
- Skills Instructors, Administrators and Advisers, and Patrol Leaders;
- Members of the Group Active Support Unit; any other supporters including former Scouts and their parents, who may be admitted by the Group Scout Leader, the Group Executive Committee or the Group Scout Council;
- The District Commissioner and the District Chair.

The Group Scout Council must hold an Annual General Meeting within six months of the financial year-end to:

- receive and consider the Annual Report and Financial Statements of the Group Executive Committee;
- approve the Group Scout Leader's nomination for the Group Chair and nominated members of the Group Executive Committee;
- elect a Group Secretary, Group Treasurer and certain members of the Group Executive Committee.

The Executive Committee is responsible for the day-to-day management of the Group's affairs and normally meets on a monthly basis.

Risk Assessment

It is a Scout Association requirement that Health & Safety matters are considered at each Executive Committee meeting and that all Leaders, Assistant Leaders, Executive Committee Members and any other adult helpers must be members of the Protecting Vulnerable Groups ("PVG") Scheme obtained via the Scout Association from Disclosure Scotland within the last five years.

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OBJECTS & ACTIVITIES

Scouting exists to actively engage and support young people in their personal development, empowering them to make a positive contribution to society. The method of achieving the aims of the Scout Association is by providing an enjoyable and attractive scheme of progressive training, based on the Scout Promise and Law and guided by adult leadership. The Scout Group is responsible for supporting Scouting within Limekilns and the surrounding area.

In furtherance of these objects, the Group continues to run weekly sessions for all Sections during School term time and to organise events, outings and camps throughout the year to encourage the development of our young people.

ACHIEVEMENTS AND PERFORMANCE

IT has been another successful year for the Scout Group with all of our members progressing through the Award Scheme, gaining their Bronze, Silver, Gold, Platinum, and our first Diamond Chief Scout's Awards as well as numerous Activity Badges.

Bronze Chief Scout Award

Adam Herschell,
Ross Hastings,
Lewis Howie,
Archie Wilson,
Noah Mitchell,
Isaac MacFarlane,
Jake MacLuskey,
Emily Swan
Tom Millar-Doughty.



Each Section has had its highlights and these are detailed earlier in this report.

Membership at 31 January	2021	2020
Beaver Scouts	20	21
Cub Scouts	23	23
Scouts	18	14
Explorer Scouts	9	12
	70	70
Leaders	16	16
	86	86

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FINANCIAL REVIEW

Overview

Fundraising is critical to the sustainability of the Group and provides a focus for social activities for members and opportunities for wider community involvement.

Our principal sources of income continue to be membership subscriptions, contributions to the cost of Group activities and fundraising, whereas expenditure primarily relates to Group activities and the running costs of the Scout Hall. The following table provides a summary of our receipts and payments for the year,

	Unrestricted Funds	Restricted Funds	Total 2021	Total 2020
	£	£	£	£
Receipts	16,869	-	16,869	28,167
Payments	(9,187)	-	(9,187)	(20,788)
Transfers between funds	-	-	-	-
Surplus/(Deficit) for year	7,682	-	7,682	7,379

Donated Facilities & Services

Scouting is very dependent on the Leaders, parents and other volunteers without whom the Scout programme could not be delivered. The trustees would like to place on record their thanks to all who have helped to make the Group a success in the past year.

Reserves Policy

The trustees consider that around three to four months expenditure is an appropriate level of reserves in order to cover the timing differences between receipts and payments and to allow for any unexpected items of expenditure. Reserves at the year-end were £22,350 (2020: £14,668). This is in-line with the target range, some of the reserve from 2019 have been used to enable the plans for the replacement of the Boat Shed to reach a stage where we can apply for grant funding.

FUTURE PLANS

We continue to be committed to providing an exciting programme of activities for 6-25 year olds in West Fife and, as the only Sea Scout Group in Fife, opening up the sailing activities to a much wider audience. To enable us to achieve this, the 46-year-old wooden boatshed needs to be replaced with facilities fit for the 21st century. We have started the process with planning applications having been approved and building warrants granted and a small sub-committee of parents formed to raise the required funds, around £400,000. The fund raising, efforts have been delayed due to COVID-19, however, we intend to resume the fund raising when possible.

APPROVAL

This report was approved by the trustees on 27th October 2021 and signed on their behalf by:

Mike Chaplin
Chair

INDEPENDENT EXAMINER'S REPORT

FOR THE YEAR ENDED 31 MARCH 2021

Independent Examiner's Report to the Trustees of 81st Fife (1st Broomhall) Sea Scout Group

I report on the accounts of the charity for the year ended 31 March 2021 that are set out on pages 18 to 22.

Respective responsibilities of Trustees and Examiner

The charity'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 2005 Act") and the Charities Accounts (Scotland) Regulations 2006 (as amended) ("the 2006 Regulations"). The trustees consider that the audit requirement of Regulation (10)(1)(d) of the 2006 Regulations does not apply.

It is my responsibility to examine the accounts under section (44)(1)(c) of the 2005 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 2006 Regulations. 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 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 connection with my examination, no matter came 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 44(1)(a) of the 2005 Act and Regulation 4 of the 2006 Regulations, and
 - to prepare accounts which accord with the accounting records and comply with Regulation 9 of the 2006 Regulationshave 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.

David Jeffcoat FCCA

107 Clermiston Crescent
Edinburgh
EH4 7BW

Date:

STATEMENT OF RECEIPTS & PAYMENTS

FOR THE YEAR ENDED 31 MARCH 2021

	Note	Unrestricted Funds	Restricted Funds	Total 2021	Total 2020
		£	£	£	£
Receipts					
Donations					
Membership Subscriptions	7	5,734	-	5,734	5,501
Other Donations		83	-	83	5,084
Fund Raising		952	--	952	13,341
Covid-19 grant (Fife Council)		10,000	-	10,000	-
Investment Income (Bank Interest)		-	-	-	-
Hall Rents		100	-	100	702
Other Charitable Activities					
Contributions to Programme Activities		-	-	-	3,539
Sundries		-	-	-	-
Total Receipts		16,869	-	16,869	28,167
Payments					
Fund Raising Costs		-	-	-	2,678
Charitable Activities					
Scout Programme Activities		1,236	-	1,236	5,409
Refund of Activities		(1,166)	-	(1,166)	-
Badges & Uniform		317	-	317	491
Bank Charges		72	-	72	72
Donation		-	-	-	462
Boat Shed		-	-	-	-
Equipment Repairs & Maintenance		1,903	-	1,903	993
Scout Hall Costs	8	6,825	-	6,825	6,148
Sundries		-	-	-	-
		9,187	-	9,187	16,253
Purchase of Fixed Assets (Equipment)		-	-	-	4,535
Total Payments		9,187	-	9,187	20,788
Surplus/(Deficit) for year before transfers		7,682	-	7,682	7,379
Transfers between funds	12	-	-	-	-
Surplus/(Deficit) for year		7,682	-	7,682	7,379

The Notes on pages 20 to 22 form an integral part of these accounts.

STATEMENT OF BALANCES

AS AT 31 MARCH 2021

	Unrestricted	Restricted	Total	Total
Note	Funds	Funds	2021	2020
	£	£	£	£
Funds Reconciliation				
Balances brought forward	14,018	650	14,668	7,289
Surplus/(Deficit) for year	7,682	-	7,682	7,379
Balances carried forward	<u>21,700</u>	<u>650</u>	<u>22,350</u>	<u>14,668</u>
Bank & Cash Balances				
Bank current accounts	21,700	650	22,350	14,589
Cash in hand	-	-	-	79
	<u>21,700</u>	<u>650</u>	<u>22,350</u>	<u>14,668</u>
Other assets				
Fixed assets	g 386,460	-	386,460	386,460
Gift aid accrued	1500	-	1500	1,000
Debtors and prepayments	-	-	-	262
	<u>386,906</u>	<u>-</u>	<u>386,906</u>	<u>387,722</u>
Liabilities				
Creditors (payable within 12 months)	229	-	229	160

The Notes on pages 20 to 22 form an integral part of these accounts.

These accounts were approved by the trustees on 27th October 2021 and signed on their behalf by:

Mike Chaplin
Chair

Eric Whale
Treasurer

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2021

1. Basis of Preparation

These accounts have been prepared on the receipts & payments basis in accordance with:

- (a) The Charities and Trustee Investment (Scotland) Act 2005
- (b) The Charities Accounts (Scotland) Regulations 2006 (as amended)

There have been no changes to the basis of preparation or to the previous year's accounts.

2. Fund Accounting

- (a) Unrestricted funds are those that can be expended at the discretion of the trustees in the furtherance of the objects of the charity
- (b) Restricted funds are those that may only be used by specific purposes. Restrictions arise when specified by the donor, or when funds are raised for specific purposes.
- (c) The purposes of the funds are shown in Note 13.

3. Taxation

- (a) The charity is not liable to corporation tax or capital gains tax on its charitable activities.
- (b) The charity is not registered for VAT, thus all costs are shown inclusive of VAT charged.

4. Trustee remuneration

No remuneration was paid to the trustees during the year or in the previous year.

5. Trustee expenses

No expenses were reimbursed to the trustees during the year or in the previous year.

6. Transactions with related parties

There were no transactions with related parties during the year or in the previous year.

7. Membership Subscriptions

	<u>2021</u>	<u>2020</u>
	£	£
Subscriptions Received	8,254	7,901
SHQ Rebate	-	50
Less: Membership Dues	(2,520)	(2,450)
	<u>5,734</u>	<u>5,501</u>

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2021

8. Hall Costs

	2021	2020
	£	£
Cleaning	1,211	1,895
Ground Lease, Rent & Rates	952	770
Heating & Lighting, telecomms	1,695	2,677
Insurance	2,967	806
	6,825	6,148

9. Fixed Assets

		2021	2020
		£	£
Scout Hall	(Insured value)	316,960	316,960
Boats, engines and equipment	(Trustees' valuation)	50,000	50,000
Camping and other equipment	(Trustees' valuation)	19,500	19,500
		386,460	386,460

10. Operating leases

- (a) The land on which the Scout hall is situated is leased from the Earl of Elgin. The current ground rent is £605 per annum.
- (b) The charity rents a lock-up garage from the Earl of Elgin at a cost of £225 per annum.

11. Movements in Funds

	Balance				Balance
	31/03/2020	Receipts	Payments	Transfers	31/03/2021
	£	£	£		£
Unrestricted Funds					
General Fund	14,018	16,869	(9,187)	-	21,700
Restricted Funds					
Boat Shed Fund	394	-	-	-	394
Equipment Fund	256	-	-	-	256
	650	-	-	-	650
Total Funds	14,668	16,869	(9,187)	-	22,350

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12. Transfers between funds

There were no transfers between funds in the year ended 31 March 2021

13. Purpose of Funds

General fund	Unrestricted funds are those that can be expended at the discretion of the trustees in the furtherance of the objects of the charity.
Boat shed fund (Restricted)	Donations and fundraising towards the cost of building the new boat-shed.
Equipment fund (Restricted)	Balance of grant of £750 received from Exxon during 2010/11 under their Volunteering Scheme towards the cost of wet suits and buoyancy aids.