

Scouts



**7th Braid Edinburgh
(George Heriot's School)
Scout Group**

**TRUSTEES'
ANNUAL
REPORT AND
STATEMENT OF
ACCOUNTS
2018**

Registered Scottish Charity No: SC036159

Section A: Reference and Administration Details

Charity name: 7th Braid Edinburgh (George Heriot's School) Scout Group

The Scout Association registration number: 10022960

Registered charity number: SC036159

Charity's principal address:

George Heriot's School
Lauriston Place
EDINBURGH
EH9 3EQ

www.7braid.btck.co.uk

Find all the Group's news, programme calendar, photos, documents etc. on our website. Prospective members can also register for a place on their birthday by completing the enquiry form.

Names of the charity trustees who managed the charity in the year to 31st March 2018

Group Administrators:

Group Chair	Kate Robertson*
Group Secretary	Tony Leatherbarrow*
Group Treasurer	Ron McLeod*

Group Scout Team:

Group Scout Leader	Vacant *
Beaver Scout Leader	Vacant *
Assistant Beaver Scout Leader	Vacant

Cub Scout Leader	Robert Anderson*
Assistant Cub Scout Leader	Jean Lugton
Assistant Cub Scout Leader	Marc Natta
Assistant Cub Scout Leader	Marta Poveda (to Mar 2017)

Sponsoring Authority

Principal – George Heriot's School	Cameron Wyllie (to Dec 2017) Lesley Franklin (from Jan 2018)
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Group Executive Committee:

**Denotes Ex officio Member of Group Executive Committee*

Elected Members:	Cub Parent	Anne Ajilogba
	Cub Parent	Fiona Smith
Nominated Members:	Cub Parent	Katherine Egerton
	Nominee of the Sponsoring Authority	Iain Oliphant ¹
Co-opted Members:	-	-
Right of Attendance:	District Commissioner	David Colley
	District Chairman	Steve Gamble

Independent Examiner (for 2018)

Corinne Wilson

[REDACTED]

Edinburgh

EH4 [REDACTED]

Bankers

Bank of Scotland

Edinburgh Dalry Road Branch

PO Box 17235

EDINBURGH

EH11 1YH

Section B: Structure, governance and management

Type of governing document:

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.

How the charity is constituted:

The Group is a trust established under its rules which are common to all Scouts.

Trustee selection methods (e.g. appointed by, elected by):

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 a registered 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 Office of the Scottish Charity Register (OSCR) as appropriate.

Policies and procedures adopted for:

- a) the induction and training of trustees;
- b) trustee consideration of major risks and the systems and procedures to manage them.

The Committee consists of 3 independent representatives, Chair, Treasurer and Secretary together with the Group Scout Leader (post currently vacant), individual Section Leaders, parents' representation (members elected by the council), nominees of the Group Scout Leader, the nominee of the sponsoring authority and co-opted members, and meets as and when necessary, but usually 4 times per year. Ex-officio, nominated and elected members receive induction training as required by The Scout Association.

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

- The maintenance of Group property;
- The raising of funds and 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;
- Appointing Group Administrators and Advisors other than those who are elected.

Risk and Internal control

The Group Executive Committee has identified the major risks to which they believe the Group is exposed, these have been reviewed and systems have been established to mitigate against them. The main areas of concern that have been identified are:

Damage to the building. The Group would request the use of alternative accommodation from the sponsoring authority (George Heriot's School).

Damage to equipment. The Group maintains and repairs equipment on an as required basis. In the event this could not be done, the Group would request the use of equipment from neighbouring Scout Groups. Similar reciprocal arrangements exist with these organisations. The Group has sufficient contents insurance in place to mitigate against permanent loss.

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.

Reduced income from fund raising. The Group is primarily reliant upon income from subscriptions. The group does hold a reserve to ensure the continuity of activities should there be a major reduction in income. The Committee could raise the value of subscriptions to increase the income to the group on an on-going basis, either temporarily or permanently.

Reduction or loss of leaders. The group is totally reliant upon volunteers to run and administer the activities of the group. If there was a reduction in the number of leaders to an unacceptable level in a particular section or the group as a whole then there would have to be a contraction, consolidation or closure of a section. In the worst case scenario the complete closure of the Group would be necessary.

Reduction or loss of members. The Group provides activities for all young people aged 6 to 11. If there was 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 the complete closure of the Group would result.

The group has in place systems of internal controls that are designed to provide reasonable assurance against material mismanagement or loss. These include 2 signatories for all payments and comprehensive insurance policies to ensure that insurable risks are covered.

Section C: Objectives and activities

The objectives of the group are as a unit of the Scout Association.

The aim of the Association is to promote the development of young people in achieving their full physical, intellectual, social and spiritual potential, 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. The group is run entirely by volunteers who make a commitment to do the training provided by the Scout Association.

The main activities in relation to these objects are detailed in Section D.



[@7BraidScout](https://twitter.com/7BraidScout)

For news and updates follow the Group on Twitter. Find us at 7th Braid Scout

Section D: Achievements and performance



Group Chair's Report

Kate Robertson

This year has been the most challenging for the group in my time as Chair. Whilst our finances are sound, we are in a difficult long-term leadership position and the group numbers are dwindling.

We started the year with the addition of assistant leaders Marc and Martha which initially brought much needed leader stability to the group. Martha had to leave to concentrate on her PhD. In August Robert took new employment in Aberdeen and we greatly appreciated and respected his continued commitment to the group by commuting down each Friday night. Without Robert continuing to do this there would not have been a Cub Pack. The pack has continued with an active weekly programme, with many new ideas (guide dog visit and fish eye dissection spring to mind!) and good badge attainment. Inevitably Robert's position has had some impact on the usual very active outdoor programme we have seen in previous years which are so often the highlight for the children but we give our thanks even more so this year to Robert, and all the leaders, particularly Marc stepping up to support Robert's position, for their commitment, hard work, energy and enthusiasm to give the children an interesting programme.

The Committee continues to have leader recruitment as a major focus for this coming year. Long term stable leadership is required for the Group to continue. The Group frustrations continue as the position of Group Scout Leader remains vacant again this year, with no help from the District to fill the position. Filling this position would help considerably in supporting the leaders and allowing focus on the long term position of the group. The Committee will pursue this with the District this coming year.

With the continued suspension of Beaver meetings, we have few younger children feeding into Cubs and we will see many of the older Cubs move on meaning pack numbers are in decline. We will push to recruit new members this year but this is always a difficult balance when we are struggling on the leader front.

I would like to thank all members of the Group Executive Committee for their hard work and continued commitment. All our parent members are standing down this year so we are seeking new members to help drive our group forward and anyone interested in being a part of the Committee please speak up at the AGM. In order to regain the weekend/outdoor elements of the programme we need willing volunteers to support the leaders, and help in others ways such as cooking or mini-bus driving.

Our thanks to George Heriot's School as our sponsoring authority for continuing support and use of so many facilities. Iain Oliphant continues to support us as representative on the

Committee. Maintaining an open communication with the school is very important and we continue to work with them on a number of areas.

Thank you too to the many parent volunteers for your time whether it be taking part in the parent rota to cover pack meetings or supporting events such as the Christmas Fair. Our baking stall was a great success again this year with an abundance of home baked delicacies and the cubs too were able to enjoy their games stall too. This is our only fundraiser of the year so we look forward to more great contributions this coming Christmas.

We always look forward to an exciting year ahead but we know the Group faces big challenges. I hope we can all support the leaders in providing an excellent programme whilst also trying to ensure the Group can continue in the long term through stable leadership and increased numbers.

Thank you all, and your children, for a fun year for the 7th Braid Group.



Group Scout Leader's Report

Robert Anderson

In the absence of a Group Scout Leader, I am providing this report, which looks at the Group's activities over the year, the leader situation, and the work of the Group with future considerations.

This year has been another challenging year for the Group. The Beaver Colony remains suspended as we try to attract a new leadership team. Not an easy task. The Pack lost Marta earlier in the year as her research work started to require a seven day a week commitment from her.

As I mention every year sadly, we as a Group stand alone in our quest to attract new leaders. Once again, with all the associated frustration of repeating this historical statement for another year, the position of Group Scout Leader, an appointment made by the Scout District, remains vacant. The importance of this appointment is such that the Association regards this as a priority appointment. Whilst our GSL appointment remains vacant it has a detrimental effect on the Group in terms of our management capacities and our strategic direction and development.

As mentioned, the Group leadership faces a challenging period and the Committee continues to work to address this concern of recruiting and retaining sufficient leaders. However, there are no easy solutions and support is hard to find.

The group is also supported by Parents, by those who serve on the Group Executive Committee and by those who support the sections programme by ensure adequate ratios are maintained; support the committee through produce and or time at the Group's stall at the School's PA Christmas fare; provide support at meetings through the parent's rota and at residential weekends by driving minibuses or providing catering. Their support is particularly appreciated by all and simply put, without it we could not offer the programmes we do.

We are also grateful to the School and the Governors for their permission to use the school facilities in support of our programme. The Group has continued to benefit from the use of School resources such as the Gym Hall, the school minibuses, trailers, the ICT suite and the use of various other rooms for meetings and other events.



Cub Scout Leader's Report

Robert Anderson

This section of the report covers the work done by the Cub Pack.

I normally start this report with the phrase 'This session has seen another full and active year of events and activities enjoyed by Cubs in the Pack' but sadly I do not feel I can this year. It has been a challenging year for the programme as in August I took employment in Aberdeen. Travelling back down to Edinburgh for the weekends, I continue with the Pack but it has meant the level of programme offered in the Pack has diminished.

Pack holidays or camps has been a prominent casualty. We did participate in the District Cub Camp at Bonaly in June 2017 and a small number attend ScotJam, a national Cub Jamboree at Lochgoilhead National Activity Centre for 5 days in July, the first time we as a Pack have offered a summer camp since 1995. Unfortunately though, I have been unable to arrange a Pack weekend as the logistics of doing so, and the timings now make this an almost impossible task.

Our normal Friday night programme continues and I am very grateful to both Marc and Jean for their support and both organising and running the programmes on several occasions when I was either late coming back to Edinburgh or was unable to travel down.

Our usual excursions did mostly continue; November took us to the King's Theatre to see the Edinburgh Scout and Guide Gang Show. The Cubs were also active in the school community, running their games stall at the Parents Association Christmas fair.

Of course, the normal programme continued as well and we worked through the requirements of several badges and challenges.

Membership of the Pack has dropped, as a result of not having a Colony to feed the Pack. For the annual census, we returned a membership of 12 and at the end of the reporting period a membership of 8. A recruitment drive with the school is planned to attract new members.

Finally, I would like to record my thanks and appreciation to all the ACSL's for their support, understanding and tolerance over the last year. Also to the Group Executive Committee and you, the parents, for your continued interest and support that is so willingly given. This support is invaluable as much of the programme could not be done without it.

Reserves Policy:

The Group's policy on reserves is to hold sufficient resources to continue the charitable activities of the group should income and fundraising activities fall short. The Group Executive Committee considers that the group should hold a sum equivalent to 6 months running costs, circa £1500

Investment Policy:

The Group does not have sufficient funds to invest in longer term investments. The Group has therefore adopted a risk averse strategy to the investment of its funds. All funds are held in cash using only mainstream banks or building societies.

www.flickr.com/photos/heriotscubs/

Find us on Flickr for the Group' s photos.
Register and send us a friend' s request to view
all the photographs of camps and activities.

7th Braid Edinburgh (George Heriot's School) Scout Group

Receipts and Payments Account

For the year from	1st April 2017	to	31st March 2018
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Receipts and payments

	2017 / 18 Unrestricted funds £	2016 / 17 Unrestricted funds £
Receipts		
Donations, legacies and similar income		
Membership subscriptions (incl rebate on early subs)	1,057.75	2,010.00
Less: Membership subscriptions paid onto District		- 1,059.50
Net membership subscriptions retained	1,057.75	950.50
District subscriptions rebate	15.50	
Donations		
Gift Aid	1,304.35	0.00
Other similar income (Camp fees)	196.46	2,715.00
Other similar income (Excursions and Outings)	85.76	238.00
Other similar income (Refunded) (inc Scout assoc refund £130)		0.00
Sub total	2,659.82	3,903.50
Fundraising (gross)		
PA Christmas Fair	242.15	205.65
Other fundraising activities		
Other fundraising activities		
Sub total	242.15	205.65
Investment income		
Bank interest		
Building Society interest		
The Scout Association Short Term Investment Service		
Property Rent income		
Other investment income		
Sub total	-	-
	Restricted funds £	Restricted funds £
Receipts		
Grants		
Other grants - LocalGiving	500.00	
Sub total	500.00	-
Asset and investment sales, etc.		
Total receipts	3,401.97	4,109.15

7th Braid Edinburgh (George Heriot's School) Scout Group

Receipts and Payments Account

For the year from	1st April 2017	to	31st March 2018
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Receipts and payments

	2017 / 18 Unrestricted funds £	2016 / 17 Unrestricted funds £
Payments		
Charitable Payments		
Youth programme and activities (Excursions, District events)	276.00	520.69
Adult support and training		
Materials (resources) and equipment	13.28	624.34
Printing, photocopying, stationary and stamps		
Contribution to camp costs	315.20	3,562.53
Uniforms and badges	174.40	139.20
AGM and trustee expenses		
Beaver kit		
Leader Resources		
Other costs detail - subscriptions, Flickr	35.15	15.22
Other costs detail - Subscriptions, OSM	86.00	43.00
Sub total	900.03	4,904.98
Fundraising expenses		
PA Christmas Fair	50.10	
Sub total	50.10	-
		£
Payments		
Grants		
Big Lottery Fund Grant		
Sub total	-	-
Total Gross Expenditure	950.13	4,904.98
Asset and investment purchases, etc.		
Total payments	950.13	4,904.98
Net of receipts / (payments)	2,451.84	- 795.83
Actual Cash funds last year end	4259.97	5055.80
Cash funds this year end	6,711.81	4,259.97

Statement of assets and liabilities at the end of the year

31st March 2017

31st March 2016

Restricted funds

Restricted funds

Cash funds	
Bank current account. Magic Little Grants Fund	500

Unrestricted funds

Unrestricted funds

£

£

Cash funds	
Bank current account	6211.81
Total cash funds	6,711.81

4259.97
4,259.97

Other monetary assets	
Tax claim	
Debts due from the County/Area/District/Group	
Insurance claim	
Sub total	-

-

Investment assets	
Investment property - detail	
Quoted investments	
Other investments - detail	
Sub total	-

-

Non monetary assets for charity's own use	
Badge stock	
Shop stock	
Scouting equipment, furniture etc	
Sub total	-

-

Liabilities	
Accounts not yet paid	
Expenses incurred but not invoiced	
Subscriptions not yet paid	
Other liabilities	
Sub total	-

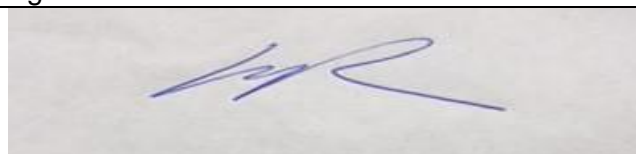
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Contingent liabilities and future obligations: None

The above receipts and payments account and statement of assets and liabilities were approved by the Trustees at the Executive Committee meeting on 14th June 2018 and signed on their behalf by:

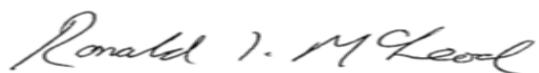
Signature

Print Name



Kate Robertson

Chair



Ron McLeod

Treasurer

Independent examiner's report to the Trustees of the

7th Braid Edinburgh (George Heriot's School) Scout Group
SC036159

I report on the accounts of the Group for the year end 31 March 2018, which comprise the Statement of Receipts and Payments, and the Statement of Assets and Liabilities.

The report is made solely to the Group's trustees. My work has been undertaken so that I might state to them those matters I am required to state to them in an Independent Examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the Group and the Group's trustees for my examination work.

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) 2005 Act and the Charities Accounts (Scotland) Regulations 2006. The Group's trustees consider that the audit requirement of Regulation 10(1) (d) of the 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

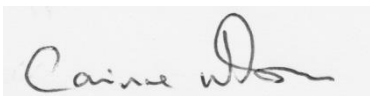
My examination is carried out in accordance with Regulation 11 of the Charities Accounts (Scotland) Regulations 2006. An examination includes a review of the accounting records kept by the Group and a comparison of the accounts presented with those records. It also includes consideration of any unusual 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 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:
 - to keep accounting records in accordance with section 44(1) (a) of the 2005 Act and Regulation 4 of the 2006 Accounts Regulations, and
 - to prepare accounts which accord with the accounting records and comply with Regulation 9 of the 2006 Accounts Regulations have 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.

Signed:



Name: Corinne Wilson

Relevant professional qualification

Address:

ACMA (Retired)

Edinburgh, EH4

Date: 14th Sept 2018

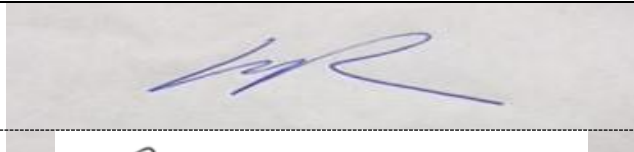
Section G: Declaration

The trustees declare that they have approved the trustees' report above and it was adopted by the Group Council at their Annual General Meeting on Friday 14th September 2018.

Signed on their behalf by the charity's trustees:

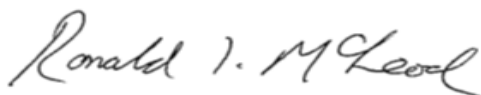
Signature

Print Name



Kate Robertson

Chair



Ron McLeod

Treasurer



Google
Calendar

Our calendar of programme and events is available through Google calendars. You can also subscribe to the calendar - then it is updated within your own calendar application.



Annual Report of the Group Council for the
7th Braid Edinburgh (George Heriot's School) Scout Group
Registered Scottish Charity No: SC036159