

# Scouting in Staplehurst

## 1st Staplehurst Scout Group Annual Report and Accounts 2016

7th June 2016



[www.staplehurstscouts.org.uk](http://www.staplehurstscouts.org.uk)

# Annual General Meeting

## Key business

1. Welcome & introduction from the Chair
2. Apologies for absence
3. Acceptance of the minutes of the previous AGM (2015)
4. Receive & adopt the Annual Report for the 2016 financial year
5. Receive & adopt the Financial Statements for the 2016 financial year

## Elections and appointments

6. Approval of the Group Scout Leaders nomination for Chair
7. Election of a New Group Treasurer
8. Election of Group Secretary
9. Election of Group Trustees
10. Appointment of Independent Examiner for 2016/17
11. Presentation of awards
12. Close of business

**Staplehurst Scout Group**  
**Annual General Meeting 10<sup>th</sup> June 2015**

**In the presence of:**

Bill Best	Chair
Paul Brooker	GSL
Margaret Bailey	Treasurer
Adam Best	Eagle Cub Leader
Frances Best	Eagle Cub Leader
Martin Ralph	Scout Leader
Geoff Smith	Quartermaster
Nicola Jessel	Parent Rep
Melanie Byhurst	Secretary

Parents and Supporters: Claire Eckley

**And with apologies from:**

Mark Weddell	Scout Leader
Ness Johnson	Eagle Cub Leader
Neil Clarke	Eagle Cub Leader
Angela Weddell	Scout Leader
Tracey Swift	Acting DC
Sam Regan	Publicity Officer

**1. Welcome, introductions and apologies received**

Bill Best opened the meeting, welcomed everyone and accepted apologies as above.

**2. Election and Appointment of Officers for coming year**

- a. Paul Brooker, as GSL, appointed Bill Best as Chair again for the coming year.
- b. Margaret Bailey was proposed for Treasurer by Paul Brooker, seconded by Martin Ralph and elected unchallenged by the meeting.
- c. Mel Byhurst was proposed as Secretary by Bill Best, seconded by Nicola Jessel and elected unchallenged by the meeting.
- d. Parent rep Nicola Jessel agreed to stand again and Claire Eckley also agreed to stand.

**3. Approval of minutes of last AGM – 10<sup>th</sup> June 2014**

Paul Brooker proposed to approve the minutes of the last meeting (10<sup>th</sup> June 2014), seconded by Margaret Bailey and carried by the meeting without opposition. The minutes were then signed by Bill Best as Chair.

**4. Approval of Annual Statement of Accounts for 2014/2015**

The motion to approve the accounts for 2014/2015 was brought by Frances Best, seconded by Martin Ralph and carried by the meeting without opposition.

Bill Best gave a summary of the accounts explaining money was down due to a reduction in subs income and expenditure on Jo's Attic. A better tariff has been entered into for our electricity bill which has reduced expenditure.

**5. Re appointment of Tim Kendrick as Group Auditor for 2015/2016**

The motion to approve the re appointment of Tim Kendrick as auditor was brought by Frances Best, seconded by Nicola Jessel and carried by the meeting unchallenged.

**6. Any other items**

No other items were brought forward.

**7. Thanks to all – supporters**

Bill formally proposed a thanks to all leaders for the fantastic job they do all year round. The Group is still struggling to find additional cub leaders but the biggest challenge at present is getting Beavers back up and running. It is a top priority to get it back up and running in time for the start of the autumn term.

**8. Commendations**

Two scout leaders, Martin Ralph and John Clarke, have been awarded their wood badges and have decided to have them presented in front of the scouts.

Neil Clarke has achieved his 5 Year Service Award.

Adam Best has achieved his 10 Year Service Award and was presented it at the meeting.

Jo Gascoyne was awarded the Silver Acorn Award which was presented to her at her leaving do on the 6<sup>th</sup> June.

Ness Johnson has been awarded a Chief Scout Commendation which will be presented to her at Cub Camp in the summer holidays.

Frances Best has been awarded a Medal of Merit which will also be presented to her at Cub Camp in the summer holidays.

Paul Brooker informed the meeting that the County Commissioner has asked him to pass on his thanks to all Staplehurst leaders for providing good scouting. He also informed the meeting that all Maidstone Groups had a meeting at Detling Showground on the 7<sup>th</sup> June to discuss the future of the Maidstone Districts. No DC can be found for Maidstone South and therefore it was proposed that two Groups from the district would go to Maidstone West, two to Maidstone East and two to Weald. Letters will be going out from County to all sections within the existing Groups of Maidstone South for their comments.

A formal recognition and thanks was raised to Geoff Smith for all his hard work over the last year on the hut and also for building Jo's Attic.

Meeting end.

# Who's Who in Staplehurst Scouts

See who helps to make your Scout Group a success

The more hands, the better.

**We are always looking for more Leaders, Assistants, helpers and volunteers.**

# 1<sup>st</sup> Staplehurst Scout Group

Registered Charity Number: 308225 (England & Wales)

## Group Board of Trustees (2015)

### Ex-Officio Members:

Chairman	-	Bill Best
Vice-Chair	-	vacancy
Treasurer	-	Margaret Bailey
Secretary	-	Mel Byhurst
Group Scout Leader	-	Paul Brooker
Beaver Scout Leader	-	Adele Govett (from sept 2015)
Cub Scout Leader	-	Adam Best
Scout Leader	-	Mark Weddell
Quartermaster	-	Geoff Smith

### Elected (non Ex-Officio) Members:

Parent Representative	-	Nicola Jessel
Parent Representative	-	Claire Eckley
Publicity Officer	-	Sam Regan

### Bankers:

### Contact Address:

-	National Westminster Bank
-	5 The Parade
	High Street
	Staplehurst
	Kent
	TN12 0JY

## Group Leadership Team

### Beavers:

Beaver Scout Leader	-	Adele Govett
Assistant Beaver Scout Leader	-	Ray Burr

### Cubs:

Cub Scout Leader	-	Adam Best
Assistant Cub Scout Leader	-	Vanessa Johnson
Assistant Cub Scout Leader	-	Frances Best
Assistant Cub Scout Leader	-	Neil Clarke

### Scouts:

Scout Leader	-	Mark Weddell
Assistant Scout Leader	-	Martin Ralph
Assistant Scout Leader	-	Alex Jessel
Assistant Scout Leader	-	Jonathon Clark
Assistant Scout Leader	-	Mark Jefferies

### Explorers:

Explorer Scout Leader	-	Neil Emberley
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# GOVERNANCE, OBJECTIVES, ACTIVITIES, ACHIEVEMENTS & FINANCIAL REVIEW

The 1<sup>st</sup> Staplehurst Scout Group is managed entirely by volunteers. The Group is governed by an Executive Committee made up of uniformed leaders and executive officers. Uniformed leaders run the programs and the Executive Committee are responsible for the day to day management of the Group, its assets, finances and resources.

Staplehurst Scout Group is a registered charity and the Executive Committee form the Trustees who assume fiducial responsibility.

## Administrative Information

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.

## Structure, Governance & Management

The Group is managed by the 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 Executive Committee consists of 4 independent representatives, Chair, Treasurer, Quartermaster and Secretary together with the Group Scout Leaders, individual section leaders and parent's representation and meets each seasonal academic term (3 times per year)

This Executive Committee supports 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 Boards that may be required;
- ✿ Appointing Group Administrators and Advisors other than those who are elected.

## Risk and Internal Control

The 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, property and equipment.* The Group would request the use of buildings, property and equipment from neighbouring organisations such as the Village Centre, the Guides and the Village Youth Centre. Similar reciprocal arrangements exist with these organisations. The Group has sufficient buildings and 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, donations, and fundraising, supplemented by Gift Aid which has contributed considerably to Scout funds in the last few years. The Group is not in receipt of any grants or subsidies from external sources. The Group does hold a reserve to ensure the continuity of activities should there be a major reduction in income. The Executive Committee could raise the value of subscriptions to increase the income to the Group on an ongoing basis, either temporarily or permanently, should the need arise.

*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.

*Reduction or loss of members.* The Group provides activities for all young people aged 6 to 18. Both boys and girls are welcome to join all sections. 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.

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 on all accounts as well as close monitoring by the Group Treasurer and in turn the Executive Committee of all income and expenditure.

## Objectives and Activities

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 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.

Volunteers within the Group give up their own time, freely, to undertake the required training of the Scout Association to ensure Scouting activities are run in accordance with the Policy, Organisation and Rules of the Association and remain safe and fun.

## Financial Review Reserve & Investment 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 Executive Committee considers that the Group should hold a sum equivalent to 15 months running costs of approximately £1500. The Executive Committee will review the Reserve Policy in the 2017 financial year to better support the Group.

The Group held reserves of approximately £24, 630 (uncommitted whole Group funds) against this at year end (2016). This amount covers our creditors for 15 months from the year end. All funds are held in cash using only mainstream banks or building societies.

The Group has maintained a higher than normal reserve because of the aged nature of the internal and external fabric of the HQ. Improved accessibility and essential repairs have continued to be a top priority. During the period a new equipment storage has been constructed to replace the previous hut which was beyond economic repair and unsuitable for continued use.

## Other Information

The next financial priority for the Executive Committee is the continuation of the renovation works at the HQ, including, although not limited to, completing the renovation of the external fixtures and fittings, adding external paving and repairing the entrance patio areas. The Executive Committee Trustees will also be considering other internal works to make better use of the space we have available in the Centre and increase the building's capabilities and usefulness to the Group, the District and the wider community.

## Achievements and Performance

At the 2016 census (reporting the Group's membership, including the Explorer Unit), the Group recorded a membership of 90 young people and adults, down by some 25 members on 2015.

The reduction in numbers has been due to the closure of one cub section due to the retirement of leaders and assistants.

During the period, we were able to recommence the Beaver section and also begin a new Explorer Unit.

## Scouts in the Community

During the period the Scout group has been involved in various activities supporting community events in the village. Amongst this has been providing the annual Christmas Post service, supporting the local 10k fun run and supporting the Railway Exhibition. The Group has also been involved in raising funds for The Kent Air Ambulance and Children's homeless charities.

## Chairman's Report

Welcome to our AGM. By accepting our invitation to the AGM you form our Scout Group Council. Don't worry, it's not as bad as it sounds! This just means that our Executive Committee will ask you to endorse the election of officers for the coming year and to accept the accounts for the previous year. This is also your opportunity to ask our Executive Committee any questions you may have and to raise any issues about the running of the Scout Group.

I hope this report has been useful to you and has given you some insight into the full scope of the work that the Group does and gives you an understanding into the many things that have to go on every day of the week in the background to provide Scouting for your young person at their weekly meeting – I'm sure you'll agree with me...it's a lot and I must thank each and every volunteer, be they a uniformed leader, trustee or supporter of the Group, for the huge effort and time they give so freely to the Group and Scouting for your young person's

benefit (and their immense fun...otherwise they - we - wouldn't do it!). We are delighted to be getting help now from Duke Of Edinburgh volunteers Explorer Young Leaders. This is certainly helping to keep the average age of the Leaders down!

This year we say farewell to Margaret Bailey who is standing down as our Group Treasurer after 16 years continuous and conscientious service. We will miss Margaret very much and we wish her well for the future. I should also pass on my thanks to Ian Bailey for all the voluntary work Ian has done in the background, most notably taking the initiative to make Gift Aid work for us and as a result raise some £15,000 for us over the last few years.

We are totally dependent on our adult leaders, assistants and helpers to make scouting in the village a success. In fact, this is the only resource where we have a shortage. We have lots of boys and girls interested in scouting – in fact we still have waiting lists, we have a fine hut, lots of equipment, and great leaders, we just don't have enough of them! So if you want to get involved, albeit on a part-time basis, please come and see us and learn more about how you can help scouting thrive in Staplehurst

**Bill Best**

## Group Scout Leader's Report

The main change to the Group in 2015 was that Maidstone South District, of which we were part, closed down and Staplehurst Scout Group is now part of The Weald District.

Two highlights that I must mention: - Beavers have restarted and we have been able to open an Explorer Unit. My thanks go to Adele, Ray, Neil and their helpers who have enabled this to happen.

As some of you will know, Margaret Bailey, our Treasurer, and her husband Ian who helped with Gift Aid, are standing down. We are fortunate, indeed, in having Laura Best waiting in the wings to take over this role – thank you Laura.

I must also say a very big thank you to everyone who is involved with the group, in whatever capacity. Your help over the past year has been invaluable and has enabled so many young people to enjoy Scouting.

On a final note, after much thought, I have decided that I should stand down as Group Scout Leader at the next AGM. I will be 70 next year and feel the time is right for a younger person to take over. Please be assured that I will still support the group and be involved in Scouting.

**Paul Brooker**



## FUN, FRIENDSHIP & FINDING OUT

### **HEDGEHOG COLONY 2015/16 Report**

The Colony only reopened in September after a number of years break. We now have 18 girls and boys and a waitlist of all ages to start.

Since we started, the Beavers have completed, Teamwork Challenge, Disability Awareness Activity Badge, International Activity Badge, The Poppy Badge and have very nearly finished My Skills Challenge Badge and other Activity Badges, some Beavers have been completing Badges outside of the meetings with help from coaches and teachers, one of the 6yr old Beavers passed his Swimmers – Stage 1 & 2 all on the same day with flying colours, he would have completed Stage 3 but ran out of time, Well Done Alfie. The Beavers attended the local Remembrance Day Parade, laying poppy wreaths they had made outside Staplehurst Church.

During the last term, we visited Staplehurst Library, the Beavers found out what goes on in the Library and what extra activities a Library can offer to the Community, then the Beavers were paired off, one blindfolded and the other the guide, the guide had to not just watch out for themselves, but to also stop their partner from walking into something or falling down a kerb, we walked the Beavers the long way back to the Scout Hut so they would all get a turn and to make the challenge harder, it was darker with no streetlights.

Also for the Disability Awareness Badge the Beavers took on the challenge and learnt a new Olympic sport called Boccia, the Beavers loved this and have asked if they can play it again. To help raise funds for Help the Heroes, the Beavers made and decorated biscuits in Help the Heroes colours, afterwards they were all sold.

We all attended the Weald District St George's Day Parade in Cranbrook village on the 24<sup>th</sup> April, it was a long parade through the village after a service in the church, where we all renewed our promises.

**Adele Govett**



Cubs have had another successful, busy year. We currently have 29 Cubs both boys and girls enjoying a range of activities and camps.

In June 2015 the Cubs helped decorate the hut in preparation for opening our "Tea rooms" for Carnival day. The tea room was a great success with everyone from the whole Scout Group helping out and parents supporting us by making cakes and helping serve. We are very lucky to have such dedicated supporters.

Leaders and Cubs worked hard to prepare for our yearly summer camp. Last year we stayed at Bexon Lane campsite in Sittingbourne. It was extremely successful and a lot of fun was had by all. Cubs enjoyed rifle shooting, go-kart racing, cooking on fires, just to name a few. Two of our leaders were presented with awards they had been nominated for, presented by Tracey. Eagle cubs would like to thank everyone who gave up their time to help and we look forward to this year's camp with as much enthusiasm.

This May our sixers and seconders will be attending district camp where a range of activities and games have been organised. It should be as wonderful as previous years.

The Cubs have all been working towards many badges, some of which were new to the leaders as well, so we have been learning together. We have been learning to sew, cooking outside, practising first aid. In March we enjoyed a muddy hike through the fields surrounding the village. The Cubs were fantastic, their moral was high and they attacked the unfriendly weather with enthusiasm and great humour. The hike was enjoyed by all.

Eagle Cubs also attended remembrance parade and service, the Cubs were very respectful and turned out in their smartest uniforms. In April 2016 we met in Cranbrook for a St Georges Day Parade and service with our new district. Again the Cubs behaviour was impeccable and did Staplehurst Scout Group and their leaders very proud.

We are currently a full pack and are happy to have Beavers swimming up from our new Beaver section. We also have lots of interest from outside the group and we are doing our best to accommodate everyone.

**Adam Best**



## A year full of Challenges and Adventure

### Scouts and Explorers 2016

As is usual, this past year in Staplehurst Scouts has been packed, fun filled and eventful. It seems a long time ago now, but our last "Big Camp" happened last year in May. We went to a beautiful site in Surrey called Walton Firs, where we have been several times before. The weather was kind to us, which meant we could enjoy a full activity programme, including archery, shooting, climbing, shelter building, caving and a hike around Painshill Park, where there is a man-made grotto, complete with crystal encrusted stalactites and stalagmites. Really worth a visit. The camp was rounded off with a huge water balloon battle and a traditional camp fire with singing and toasted (or sometimes burnt) marshmallows. Wonderful.

To raise funds necessary for the running of the group, we ran the ever popular crockery smash stall at the Carnival, provided refreshments at the village 10k run and delivered the annual Scout Christmas Post. Many thanks must go to our expert post mistresses, Pat and Beryl, who undertake the massive task of sorting all of the letters prior to posting every year. We couldn't do it without them.

We also had a night where the boys spent a night sleeping out in cardboard boxes (some huge!), to raise their awareness of homelessness as well as raise money. Despite the rain, everyone prepared well, as our motto suggests we should, and stayed dry and warm. Some even managed some sleep.

We were asked to help out at a charity concert at Laineys farm, just outside the village, where the stunning weather and surroundings were a perfect backdrop to a truly memorable Pink Floyd tribute band, all rounded off by a massive bonfire.

Other evening meetings included a simulated trial by jury, with witnesses, an accused, a defendant and a judge complete with wig and gavel. There was a first aid course run by our Group Scout Leader, Paul Brooker, a knot night, learning Morse code, tree identification and a talk explaining the work of the Air Ambulance, who were the recipients of a portion of our Christmas Post money.

One of our ex-Scouts, Oliver Knight, was lucky enough to be selected to go to the World Scout Jamboree, which was held in Japan last year. In return for our support, he came to give us a fascinating talk and slideshow about his time there. We are incredibly proud that one of our own was selected for this trip and the boys loved the strange food that Ollie brought back with him, including wasabi Kit Kats which were green and went down a treat!

## Explorers

For the boys (and girls) who are old enough to move on from Scouts, we have now set up a thriving Explorer unit. We kicked things off with a trip to Lower Grange Farm, where there is a fantastic (and challenging) indoor climbing wall, where the Explorers could show us just how fearless they are. In this first year we have also been on a very long night hike, gone fishing, visited a working forge in Yalding, made cannons and prepared the Explorers for a survival camp by demonstrating the preparation of pheasant, duck, fish and rabbit for cooking and eating. Fur, feathers and scales everywhere, but delicious. That survival camp and a paintball day will be coming up soon to keep the momentum going.

A huge thank you must go to our fantastic, supportive parents, the leaders and committee who keep the Group going, Staplehurst Transits for providing us with a driver and transport for camp every year and last but not least, the Scouts and Explorers, whose enthusiasm, good humour and sense of fun make it all worthwhile.

Anyone who says that all young people do these days is stare at screens indoors couldn't be more wrong.

**Martin Ralph**

# OUR FINANCES

Our accounts have been produced on a Receipts and Payments basis as laid down by the guidance of both The Scout Association and the Charity Commission

# STAPLEHURST SCOUT GROUP

## Accounts for Year Ending 31 March 2016

Group Funds carried forward 31 March 2015

Funds at Bank

25102.91

Floats held by Units

0.00

Total £ 25,102.91

Income	2015/16	2014/15
Subs/Census (Capitation)	7461.68	6523.90
Gift Aid	1497.29	1832.44
Books & Scarves	2.50	4.50
Donations	852.00	30.00
Camp	2898.28	3291.08
Bank Interest	12.53	13.92
Christmas Post	407.00	442.00
Outings	116.00	806.50
Miscellaneous	45.00	0.00
Annual Census Rebate	35.50	91.50
Fund raising	1619.65	1499.50
Total	£ 14,947.43	£ 14,535.34

Expenditure	2015/16	2014/15
Meeting Expenses	628.36	791.59
Books, Badges, Scarves	973.82	135.72
Maintenance, Cleaning	1173.98	1292.05
Camp	3163.89	4051.65
Equipment	877.98	272.76
Gas Heating	328.34	1110.40
Electricity	440.05	527.76
Water	145.33	179.17
Rent	500.00	500.00
Insurance premium	1479.40	1635.42
Donations	285.00	742.00
Outings	158.00	1524.21
Census/Capitation	2800.00	2307.50
Fund raising expenses	50.00	62.28
New shed	0.00	1965.26
Training	112.00	0.00
Gifts	558.16	0.00
Clothing	882.89	0.00
Miscellaneous	72.78	373.89
Explorers	759.97	0.00
Float to unit	30.00	0.00
Total	£ 15,419.95	£ 17,471.66

Expenditure in excess of Income

£ 472.52

Group Funds at 31 March 2016

Funds at Bank

24,630.39

Floats held by Units

30.00

Total £ 24,660.39

Group Scout Leader

Hon. Treasurer

M. Bailey

Examiner

*[Signature]*

# Independent Examiner's Report to the Trustees of the

**1ST STAPLEHURST**

SCOUT GROUP/DISTRICT/COUNTY/AREA SCOUT COUNCIL

I report on the accounts of the Group/District/County/Area for the year ended **31 MARCH 2016** which comprise the Statement of Financial Activities, the Balance Sheet and related notes set out on pages.....

This report is made solely to the trustees in accordance with Section 145 of the Charities Act 2011. My work has been undertaken so that I might state to the charity's trustees 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 charity and the charity's trustees for my examination work.

## Respective responsibilities of Trustees and Examiner

The Group's/District's trustees are responsible for the preparation of the accounts. They consider that an audit is not required for this year (under Section 144 of the Charities Act 2011 (the Charities Act)) and that an independent examination is needed.

It is my responsibility to:

- Examine the accounts (under Section 145 of the Charities Act);
- To follow the procedures laid down in the General Directions given by the Charity Commissioners (under Section 145(5)(b) of the Charities Act); and
- To state whether particular matters have come to my attention.

## Basis of Independent Examiner's report

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the Group/District and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

## Independent Examiner's statement

In connection with my examination, no matter has come to my attention (~~other than that disclosed below~~ \*):

1. which gives me reasonable cause to believe that in any material respect the requirements
  - to keep accounting records in accordance with Section 130 of the Charities Act ; and
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Acthave 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.

\* Please delete the words in the brackets if they do not apply

Name: **TIMOTHY KENORICK**  
Qualification: **CHARTERED ACCOUNTANT**  
Address: **2 GARDEN CLOSE**  
**STAPLEHURST KENT**  
Date: **11th MAY 2016.**

YOUR NOTES





1<sup>st</sup> Staplehurst Scout Group  
The Scouting Centre, Nicolson Walk, off Crowther Close,  
Staplehurst, Kent.

[www.staplehurstscouts.org.uk](http://www.staplehurstscouts.org.uk)