

**6th West Lothian Scout Group  
Year Ending 31<sup>st</sup> March 2019**

**6<sup>th</sup> West Lothian Scout Group**

**Annual Report and Accounts**

**for the**

**Year ended 31 March 2019**

## 6th West Lothian Scout Group Year Ending 31<sup>st</sup> March 2019

The Trustees have pleasure in presenting their Annual Report and Accounts for the year ended 31st March 2019.

### Contact Address

The 6th West Lothian Scout Group ("Group") may be contacted at 5 Primrose Court Broxburn EH52 5SX. The Group's premises address is The Scout Hall, Station Road, Broxburn.

### Constitution & Purpose

The Group is an unincorporated association affiliated to The Scout Association, a charitable body incorporated by Royal Charter. The Group's Constitution has been formed on the Rules of The Scout Association. The Group is a registered Scottish Charity - No SCO11088

The Aim 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	Position	Trustees
Alan Duncan	Chairperson	David Webster
Jean Webster	Vice Chairperson	Graeme Barrie
Joyce Duncan	Treasurer	Caroline Lawrie
Gavin Kean	Secretary	David Barrie
Elizabeth Garvie	Group Scout Leader (Feb 2019)	Catriona Smith
Grant Lawrie	Scout Leader	
Ian Mackie	Assistant Scout Leader	
Joanne Cook	Cub Scout Leader	
Carol Malcomson	Assistant Cub Scout Leader	
Janice Stewart	Beaver Scout Leader	

Trustees are elected annually and appointed in accordance with the Group's Constitution and the Policy, Organisation & Rules ("POR") of the Scout Association. At the Annual General Meeting held on 15th May 2018, the Trustees named above were appointed.

### Activities & Achievements Generally

#### Full section reports are attached at the end of the document

During the last year the Beavers, Cubs and Scouts all took part in various events at District and Regional level. The Beavers gained various badges and the Cubs had similar success. The Scouts went to Angus District Scout Centre at Tannadice for a week long camp under canvas.

All this on top of the nights in the Scout Hall learning how to be better citizens and working for Interest and Skills Badges.

There are currently 11 Beavers, 20 Cub Scouts and 13 Scouts under the care of 7 Section Leaders, 5 Section Assistants and 2 Young Leaders.

In January 2019 the Group lost our longest serving Trustee David Webster. David was involved with the Group since starting as a Cub Scout aged 8 years old and progressed through all sections becoming a Leader then going on to hold various uniformed posts with County and District. He also gained various scout awards during his service in Scouting. His knowledge and support will be sadly missed within the Group.

### Trustee Remuneration

The Trustees did not receive any remuneration during the year.

Approved by the Trustees on 23rd May 2019 and signed on its behalf by:-



Alan Duncan  
Chairperson

**6th West Lothian Scout Group  
Year Ending 31st March 2019**

**Receipts and Payments Account for year ended 31st March 2019**

	2019	2018
<b>Receipts</b>		
Registration Fees	1,743.00	1,085.00
Weekly Subscriptions	2,111.50	1,876.50
Camp fees	1,770.00	2,595.00
Donations (note1)	4,316.28	5,604.84
Fundraising (note 2)	646.23	891.04
Cub funds	898.75	0.00
Uniform payments	382.86	0.00
Section Outings	571.00	0.00
Other Income	0.00	112.00
<b>Total Receipts</b>	<b>12439.62</b>	<b>12164.38</b>
<b>Payments</b>		
Property Maintenance (note3)	5,304.74	4,330.96
Payments for scouting activities:		
Registration fees to Scouting Assoc	1,291.50	1,281.00
Weekly Section activities	693.13	506.42
Badges, uniform etc	837.84	765.61
Cub Funds	248.74	0.00
Equipment	675.31	250.40
Camp fees/expenditure	1,567.72	2,633.17
Outings & Parties	1,198.84	662.33
Bank Transfer to Group from Cubs	846.06	0.00
Donations to Charities	7359.14	6098.93
Leaders Expenses	45.00	0.00
Misc (OSM)	62.98	0.00
Leader Training	133.18	0.00
	45.00	
	0.00	
<b>Total Payment for Charitable Activities</b>	<b>12950.04</b>	<b>10429.89</b>
Governance costs:		
AGM expenses	62.11	69.97
<b>Total Governance Costs</b>	<b>62.11</b>	<b>69.97</b>
<b>Total Payments</b>	<b>13012.15</b>	<b>10499.86</b>
Surplus / (Deficit) for year	-572.53	1664.52

All funds are unrestricted

**Statement of Balances as at 31st March 2019**

<b>Bank and cash in hand</b>		
Opening balances	<b>2019</b>	<b>2,018.00</b>
Surplus / (Deficit) for year	23981.64	22,317.12
	-572.53	1,664.52
Closing balances	23409.11	23,981.64
<b>Reserves</b>		
General Funds	23409.11	23,981.64
Closing Balance	23409.11	23,981.64
All funds are unrestricted		

Treasurer



Chairperson



# 6th West Lothian Scout Group Year Ending 31 st March 2019

**Notes**

	2019	2018
<b>1 Donations</b>		
General		
LOL	245.00	570.00
Mmackie	0.00	160.00
Irish Dancers	884.00	1768.00
Engineers	810.00	1138.50
Judo	1,430.00	1100.00
	<u>947.28</u>	<u>868.34</u>
	4,316.28	5,604.84
 <b>2 Fundraising</b>		
Bag Packing	646.23	891.04
Other income	0.00	0.00
	<u>646.23</u>	<u>891.04</u>
 <b>3 Property Maintenance</b>		
Hall Cleaning	552.00	492.00
Hall Maintenance	986.41	10.00
Fire equipment maintenance	70.15	46.45
Alarm Maintenance	81.60	60.00
Hall Insurance	1,935.11	1980.33
Scottish Gas (Gas)	829.84	1298.78
Scottish Gas (Elec)	<u>849.63</u>	<u>443.40</u>
	5,304.74	4,330.96
 <b>4 Donations to Charities</b>		
Explorers	45.00	0.00
	0.00	0.00
	<u>45.00</u>	<u>0.00</u>

**Funds**

5 The Group maintains a single undesignated fund for all its financial transactions .

**Trustees Remunerations**

6 The Trustees did not receive any remuneration during the year.

Treasurer



Chairperson



**6th West Lothian Scout Group  
Year Ending 31<sup>st</sup> March 2019**

**Independent Examiner's Report**

**Independent Examiner's Report to the Trustees of the 6th West Lothian Scout Group**

I report on the financial statements of the 6th West Lothian Scout Group ("the Group") for the year ended 31st March 2019 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 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 the 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 view given by the accounts.

**Independent Examiner's Statement**

In connection with 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 the Section 44(1)(a) of the 2005 Act and Regulation 4 of the 2006 Accounts Regulations, and
  - (b) to prepare accounts which accord with the accounting records and comply with Regulation 9 of the 2006 Accounting 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.

Name: Jacqueline Matthew

Signature:



Address: 40 Nicol Road  
Broxburn  
EH52 6JJ

Date

16/5/19  
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# Section Reports

## GSL REPORT 23 MAY 2019

After much deliberation, I accepted the role of Group Scout Leader on 22<sup>nd</sup> February and have spent the last 3 months learning what is involved. I have had a lot of help and support for which I am very grateful.

To give you some background on my time in scouting so far, I helped re-start the Cub section at the 17<sup>th</sup> WL Scout Group in 1987 and within one year I was running the section alone so I know the importance of having enough leaders. But our GSL was a very good listener. I learned very quickly how to manage my time by organising badge work and activities, ensuring that the cubs enjoyed their scouting experience.

Over the years the cubs had numerous successes, winning a 7a side football tournament, several 5 a sides and being runners up on a few occasions. The cubs won medals and trophies, including one at the swimming Gala in Bathgate.

We held joint camps with the scouts at the Craigs and, as camp leader, I organised the programme, menus, activities and leaders responsibilities.

After 18 years I moved to the 6<sup>th</sup> WL in 2006 as the Cub Leader was retiring. After 7 years I had to take a step back for health reasons and for the last 5 years have been helping with the Beavers.

As you can see from the section reports, we are very fortunate in the group to have section leaders and assistant leaders running programmes which allow the children to achieve badges and enjoy their scouting experience.

Thank you all for your hard work over the past year, thanks also to our section assistants, 2 of whom I have not yet met. My apologies for that. And finally, to our 2 young leaders who are a great help to us all.

Although most of my time is spent with the Beavers, I am happy to help where I can.

This Scout Group has been in existence for 110 years and the position we are in today is thanks to the commitment of all the leaders who have gone before, the committee members whose efforts have ensured the continued success of the group and our current leaders who give their time. And don't let anyone tell you it's only an hour or two hours a week.

Special thanks go to Jean Webster for her years of service and to David who was a member of the group for about 80 years. It is a fitting tribute for the hall to be named after them both.

Finally, I am aware I have a huge responsibility but with the help of the leaders and the group executive committee I will do my best.

Liz Garvie  
Group Scout Leader

## **SCOUT TROOP YEARLY REPORT**

We Have 13 Scouts on the Role at Present.

We Camped at the Craigs in, May 18, September, October, March & May 19. The Scouts Continue to Maintain Their Sponsored Site Including Help Prepare an Area for Mr Webster's Bench.

We Attended the Brass Monkey Camp in Feb.

We Had Our Annual Week Camp at Tannadice in August.

We Did Our Annual Bag Packing Event at Broxburn Scotmid on Hogmanay.

We Attended Jump Station with the Group in February.

3 Scouts Have Progressed to Explorers.

We Continue to do Various Badge Work with the Scouts.



## Leaders

Joanne continues as Cub leader, Carol as Assistant Cub leader and Graeme as section assistant, who all attend each week. Further to this Cubs have Catriona, Grant and Darren as section assistants.

Carol is nearly fully warranted. Joanne is fully warranted.

Carol and Joanne have both received their nights away permits.

Cubs have 2 young leaders who have completed module A of their Young Leader training.

## Cubs activities

Spring 2018 there were 17 invested Cubs. Currently there are 13 invested Cubs, 7 Cubs to be invested. Section is currently consisting of 5 girls, 15 boys.

Badges that have been worked on include first aid badge, cycling badge, and we are currently working towards prepping the children for camp and the Highland games bake off.

Cubs have been involved in baking, building tents, making noodles on camp fires, St Georges day, BBQing sausages for Anzac day, talking about Ramadan and we invited the Fire brigade and Guide Dog Society in to talk to us.

We trialled running the group without a snack, but this has not been well received by the Cubs and we re-instated snack time and encourage the children to bring a bottle of water.

Cubs attended the St Georges day parade and will host a stall at the Gala day in Broxburn in August (other sections can help out as well).

Silver award for Cubs has been issued to 4 Cubs to date.

Cubs are currently financially supporting a family to attend camps.

Cubs purchased a full kit bag for families who cannot afford to buy their own kit and this is loaned out for camp. Cubs also have purchased crockery for the children to use. Joanne to get a box for this and store it in the kitchen of the Scout Hall.

## Camp

Cubs and Beavers had a joint camp in 2018. We also had a camp at the Craigs in March, which went very well.

Meggemie camp for parents and Cubs – 3 Cub families going – 17<sup>th</sup> May.

District Cub camp at the Craigs 24<sup>th</sup> May for 2 nights.

## Seasonal parties

We held a joint Christmas party with the Beavers.

We look forward to continuing to provide a varied programme to the cubs with an aim to helping the children achieve their silver scout award.

Finally we would like to say a thank you to everyone who has been involved in helping us over the past year to grow and develop our skills as Cubs leaders. Carol and Joanne would like to thank Janice, Grant, Ian and Liz for their support in helping them achieve their nights away permits and for helping them with the Cubs.

Joanne Cub Scout Leader

Carol Cub Scout Leader Assistant

## BEAVER SECTION REPORT - AGM 23 MAY 2019

There are currently 11 beavers in the section after 4 beavers moved up to the cubs just after Easter. We held a swim up ceremony and each beaver was introduced to the Cub Leader, then they were escorted by a cub to their six.

Since the last AGM we have had a busy year, starting with the Keep Fit badge. This involves exercising, eating healthy foods and knowing which foods are good or bad for you.

For the Cook's badge the beavers made 3 different meals at home and the beavers produced photos of their efforts..

Next came the Gardener Badge and they had to look after a plant, also to understand what makes them grow, how to plant and look after them.

In September we had an outing to Almondell Country Park as part of My Adventure Challenge badge. This involved identifying 3 trees and 3 birds, climbing a tree ( a very small one) and collecting wild flowers and leaves to make a collage.

The Fire and Rescue visit in September was really interesting with a talk on safety, what to do in the event of a fire and beavers had a tour of the fire engine.

We had an overnight camp with the cubs in October and to earn the Camp Craft badge the beavers learned to tie a reef knot, make a camp gadget (shoe/boot scraper), how to build and light a fire and Janice cooked bacon and hot dogs on a BBQ. They also finished their Cyclist Activity Badge.

Being a beaver isn't all hard work as they enjoyed a Halloween party and a group outing to the pantomime at Howden Park in December.

They have also showed their creative side by making gifts and cards for Christmas, Mother's day and Easter.

They even learned how to dance the Dashing White Sergeant as part of the Creative Challenge badge. Other badge work included Space badge, Emergency Aid and My Outdoors Challenge.

We had a highland games night throwing the wellie, tug o' war, shot put and the 3 legged race.

Badges recently started are Health & Fitness Activity Badge and Hobbies. Instead of juice and biscuits for snack, the beavers made their own sandwich and had a selection of fresh fruit instead.

For their next activity, beavers will learn about plastic pollution and the impact on wildlife, using the beavers resource pack - A MILLION HANDS.

All of these activities take place with the help of the assistant beaver leader, section assistant, assistant scout leader and two young leaders.

I would like to thank Liz, Ann, Ian, Abbi and Maisie for all their help and support over the past year.

Janice Stewart  
Beaver Scout Leader