



Report & Accounts for the year ended.....

..... SCOUT GROUP/DISTRICT SCOUT COUNCIL

PRESIDENT

VICE PRESIDENTS.....

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TRUSTEES: *Ex-Officio* - Appointment

Name

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TRUSTEES: *Elected*

Name

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.....
.....
.....

TRUSTEES: *Nominated* - Appointment

Name

.....
.....
.....
.....

BANKERS

CUSTODIAN TRUSTEES (if any).....

OTHER ADVISERS

Group/District Registration Number with The Scout Association

Charity Registration Number

Contact Name and Address

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Receipts & Payments Account Summary for the year ended

	This Year General Fund £	Previous Year £
Total receipts for the year (see page C4)
Total payments for the year (see page C5) ----- -----
Net receipts (payments) for the year
Cash, bank and similar funds brought forward ----- -----
Cash, bank and similar funds carried forward	£.....	£.....

The above account and accompanying statement of assets and liabilities were approved by the Trustees
on.....and signed on their behalf by

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.....
.....SCOUT GROUP/DISTRICT SCOUT
COUNCIL

Receipts for the year ended

Budget £	This Year	Previous Year
	£	£
..... MEMBERSHIP SUBSCRIPTIONS
..... Less Paid
.....
..... INVESTMENT INCOME RECEIVED		
..... Bank interest
..... Building Society interest
..... The Scout Association Short Term Investment Service
..... Dividends and interest
..... Property rents
.....
.....
..... DONATIONS/GRANTS
.....
.....
..... ACTIVITIES
.....
.....
.....
..... FUND RAISING (gross)
.....
.....
.....
..... OTHER INCOME
..... Income tax recovered -		
..... on subscriptions and donations
..... on dividends and interest
.....
..... SUNDRY RECEIPTS
.....
..... Badge receipts
..... Loans received
.....
£ TOTAL RECEIPTS FOR THE YEAR	£	£

Payments for the year ended

Budget £	This Year £	Previous Year £
PREMISES		
..... Rent
..... Rates
..... Light and Heat
..... Insurance
..... Repairs and Renewals
.....
.....
..... DONATIONS/GRANTS
.....
.....
..... ACTIVITIES
.....
.....
..... FUND RAISING EXPENSES
.....
.....
..... ADMIN/ESTABLISHMENT EXPENSES
.....
.....
..... TRUSTEES EXPENSES
..... OTHER EXPENSES
.....
.....
..... PURCHASE OF CAPITAL EQUIPMENT
.....
.....
..... PURCHASE OF BADGES
..... SUNDRY PAYMENTS
..... Loans repaid
.....
.....
£..... TOTAL PAYMENTS FOR THE YEAR	£.....	£.....

Statement of Assets & Liabilities at

	This Year	Previous Year
	£	£
MONETARY ASSETS Cash, bank and similar funds		
Bank Current Account(s)
Bank Deposit Account(s)
Bank Term Deposit(s)
Building Society Account(s)
The Scout Association Short Term Investment Service
Cash in hand
	_____	_____
	£ _____	£ _____
OTHER MONETARY ASSETS		
Tax Claim for Year Ending
Debts Due to Group/District
	_____	_____
	£ _____	£ _____
INVESTMENT ASSETS		
Government Stocks at market value	£ _____	£ _____
Other quoted securities at market value	£ _____	£ _____
Other investments	£ _____	£ _____
Property held for investment purposes	£ _____	£ _____
NON-MONETARY ASSETS Assets for Charity's own use		
Badge Secretary's stock	£ _____	£ _____
Group/District shop stock	£ _____	£ _____
Land and buildings		
Motor vehicles		
Scouting equipment, furniture, etc.		
LIABILITIES Those due within one year		
Accounts not yet paid
Expenses incurred not yet invoiced
Subscriptions not yet paid
Other
	_____	_____
	£ _____	£ _____
LIABILITIES Those payable after one year		
Loan (with details)
Hire Purchase owing
Leasing payments outstanding
Other long term liabilities
	_____	_____
	£ _____	£ _____
CONTINGENT LIABILITIES AND FUTURE OBLIGATIONS		

Scrutineer's Report to the Trustees of the

..... SCOUT GROUP/DISTRICT SCOUT COUNCIL

I report on the accounts of the Group/District for the year ended

Respective responsibilities of Trustees and Scrutineer

As the Group's/District's trustees you are responsible for the preparation of the accounts; you consider that neither the audit nor independent examination requirements of the Charities Act 1993 apply. It is my responsibility without carrying out an audit or independent examination to scrutinise the accounts and to report to you.

Basis of Scrutineer's Statement

In accordance with the directions given in the Group's/District's constitution, I have scrutinised the records and the accounts set out on pages 3 to

Scrutineer's Statement

In my opinion the accounts are in accordance with the records produced to me and comply with the constitution.

Name:

Address:

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Date:

Independent Examiner's Report to the Trustees of the

.....SCOUT GROUP/DISTRICT SCOUT COUNCIL

I report on the accounts of the Group/District for the year ended
which are set out on pages 3 to

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 43 (2) of the Charities Act 1993 (the 1993 Act) and that an independent examination is needed.

It is my responsibility to:

- Examine the accounts (under Section 43 (3) (a) of the 1993 Act);
- To follow the procedures laid down in the General Directions given by the Charity Commissioners (under Section 43 (7) (b) of the 1993 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 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
 - to keep accounting records in accordance with Section 41 of the 1993 Act ;and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 1993 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.

Name:

Qualification:

Address:

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Date: