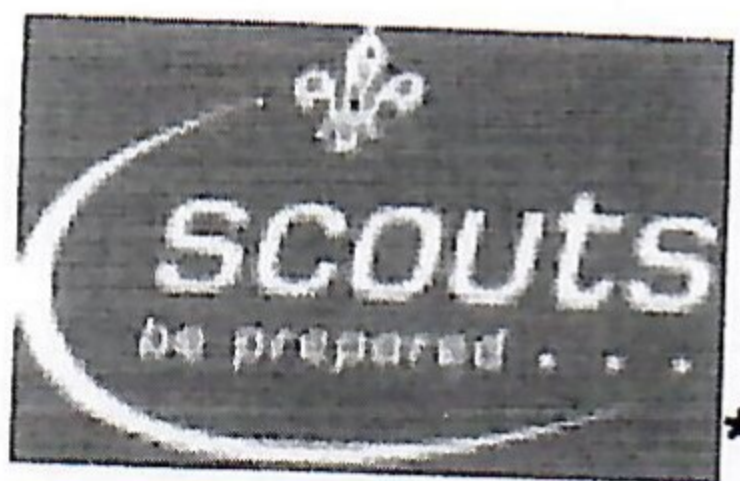




Girlguiding UK

Colney Heath Scout and Guide Group

helping young people to get the most out of life

Headquarters
Scout and Guide Centre
Roestock Playing Fields
Admirals Close
Colney Heath
St Albans
Herts

**Acting Group Chairman
& Group Scout
Leader**
Tricia Hall

[Redacted text block]

Group Treasurer
Amanda Furlong

[Redacted text block]

Charity No:
276951

3rd December 2008

Dear Parish Councillors,

The Colney Heath Scout and Guide Group have been planning to put a disabled toilet into their headquarters for a number of years. However we are a small group and have recently lost our Scout and Guide sections. So raising funds has taken some time. We now have some savings so plan to do the work in 2009.

At the moment we do not have disabled children attending our groups but we do rent the hall out for childrens parties and the hall is open to provide toilet facilities at the annual Larks in the Parks. It would be really nice to be able to offer disabled facilities.

Our quotes are for 2004 so I expect the price will have gone up. I plan to get fresh quotes in the new year but the old ones give you some indication of cost.

Yours sincerely

A. O. Furlong
Group Treasurer

Extra details

5. There will be no additional running costs.

6. Fund-raising projects include the Christmas Fair and a raffle to be held in 2009.

11. We currently have 60 Beavers, Cubs, Rainbows and Brownies from Colney Heath.

There are 10 leaders and helpers.

The hall is rented out for childrens parties.

Larks in the Parks attracted several hundred people.

12. a) Subs for the groups are £22 per person per term.
The hut is rented out at £25 for a couple of hours.

About our organisation

We are affiliated to both the Scout Assoc. & Girlguiding UK, through the Hertfordshire branches. The executive committee are responsible for the upkeep and maintenance of the building so it can be used by all sections of the group.

We provide the opportunity for the children to be challenged both physically and intellectually and to develop skills, including teamwork, leadership, so that they can become responsible citizens and members of their local, national and international communities.

Chay
4541

1. NAME OF ORGANISATION ADDRESS /LOCATION COLNEY HEATH SCOUT + GUIDE GROUP
ROESTOCK PLAYING FIELDS
ADMIRALS CLOSE
COLNEY HEATH, ST ALBANS AL4 0G
2. NAME AND ADDRESS OF CONTACT OFFICER AMANDA FURLONG (TREASURER)
[REDACTED]
COLNEY HEATH
ST ALBANS [REDACTED]
3. PLEASE GIVE DETAILS OF THE PROJECT, FACILITIES OR SERVICE TO BE PROVIDED:
INSTALLATION OF DISABLED TOILET
IN SCOUT + GUIDE HUT.
4. PLEASE GIVE DETAILS OF THE COST OF THE PROJECT: £
We plan to get new estimates in January 2009
but according to estimates obtained in Oct 2004 - £8,000-00
TOTAL £8,000-00
5. ESTIMATED ANNUAL RUNNING COSTS FOR THE PROJECT (Please attach details) —
6. PROPOSALS TO FINANCE THE PROJECT:
Organisation's own funds £5,000-00
Donations / Loans from Members
Other Grants / Donations
Loans (please attach details)
Other fund-raising proposals (please attach details) £1,000-00
TOTAL £6,000-00
7. GRANT REQUESTED FROM COLNEY HEATH PARISH COUNCIL £ 2,000-00

8. a) PROPOSED STARTING DATE OF PROJECT OR
DATE EQUIPMENT WILL BE PURCHASED MARCH '09
- b) ESTIMATED COMPLETION DATE (if applicable) APRIL '09
9. AREA (COMMUNITY) BEING / TO BE SERVED Scouting + Guides group. Public of Colney Heath at events such as "Larks the Park"
HAVE YOU APPLIED IN PREVIOUS YEARS
(Please state dates) ? No
10. ARE THERE ANY OTHER SIMILAR FACILITIES OR
SERVICES PROVIDED IN THE AREA / PARISH? Other halls do have disabled toilets.
11. HOW MANY PEOPLE USE / WILL
BENEFIT
FROM THE FACILITIES / SERVICES? see attached details.
- | | Colney Heath Residents | Other |
|---|------------------------|-------|
| i) Adults | | |
| ii) Young Persons (16-20 years) | | |
| iii) School Children | | |
| iv) Other Organisations (please attach details) | | |
12. a) PRESENT SUBSCRIPTIONS / FEES / CHARGES £22 per term for the groups
(Please attach schedule)
- b) DETAILS OF ANY PROPOSED CHANGES TO / INTRODUCTION OF
SUBSCRIPTIONS / FEES / CHARGES (e.g. % increase, effective date, etc)
13. ANY OTHER RELEVANT INFORMATION:
(Please attach any appropriate documentation)
14. SIGNED: [Signature] DATE: 3/12/08

ST. ALDANS,

[REDACTED]
 [REDACTED]
 Hertfordshire
 AL3 5NA
 [REDACTED]
 01727 833045

图 1

600

333

Building & Maintenance

[REDACTED]
[REDACTED]
St Albans, Herts. AL1 1OP

K. CHAPMAN

[REDACTED]

Mrs. S. Everall
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

14 October 2004

ESTIMATE

Re: Scout Hut – Construction of Disabled Toilet

Works to include:-

- Removal of existing toilets and cubicles and clear away.
- Build wall and plaster both sides.
- Cut through doorway and insert lintol.
- Supply and fit door frame and door and make good all disturbed surfaces.
- Supply and fit sanitary ware to female toilet and connect to waste and water supplies.
- Fit disabled toilet and rails supplied by yourselves and connect to waste and water supplies.
- Supply and fit 2 no. wash basins in both toilets and tile above.
- Alter electrics to supply lights to both toilets.
- Supply and fit radiator to disabled toilet.

For the sum of seven thousand five hundred and seventy pounds (£7,570-00).

N.B. Above estimate valid for three months from date of estimate.

Colney Heath Scout & Guide Group (charity no.276951) Receipts and Payments Accounts for the year April '07 to March '08.

Receipts	Total
Donations and subscriptions	
Membership subscriptions	£4,588.00
Less: membership subscriptions paid on	-£1,912.50
Net membership subscriptions retained	£2,675.50
Donations	£104.90
Gift Aid	£1,290.38
sub total	£4,070.78
Fundraising (gross)	
AGM barbecue	£35.17
Bonfire and firework display	£418.57
Christmas fayre	£477.40
Raffle	£508.50
other activities	£1,746.00
Sale books & scarves & tabards	£116.05
Guide Sponsored event	£146.50
sub total	£3,448.19
Investment income	
Bank interest	£314.71
Property rent income	£832.50
sub total	£1,147.21
 Total Receipts	 £8,666.18
 Payments	 Total
Charitable payments	
Youth programme and activities	£3,738.38
Adult support and training	£-
Ground rent	£55.00
Cleaning	£330.00
Water	£82.20
Electricity and Gas	£740.50
Insurance	£757.49
Repairs and renewals	£2,410.68
materials and equipment	£-
Uniforms	£94.80
AGM expenses	£145.81
sundries	£203.86
sub total	£8,558.72
Fundraising expenses	
AGM barbecue	£14.37
Firework display	£247.59
Christmas fayre	£50.83
Raffle	£206.27
sub total	£519.06

Total payments
Page 1 of 2

£9,077.78

Independent Examiner's Report to the Trustees of The Colney Heath Scout and Guide Group

I report on the accounts of the Colney Heath Scout and Guide Group for the year ended 31 March 2008.

Respective responsibilities of trustees and examiner

As the charity's trustees you are responsible for the preparation of the accounts; you consider that the audit requirement of s43(2) of the Charities Act 1993 (the Act) does not apply. It is my responsibility to state, on the basis of procedures specified in the General Directions given by the Charity Commissioners under s43(7)(b) of the Act, 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 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 the seeking of 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 s41 of the Act; and
 - to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the Act 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.

K M Scott FCA CTA TEP FCIE

Pinewood
Manland Way
Harpenden
Herts AL5 4QS

K M Scott
28/10/08

INVOICE

FOR GOODS SUPPLIED



SERCO - Cashiers
PO Box 256
County Hall
Hertford
SG13 9BE

30 June 2014

(Tax Point)

Hertfordshire County Council

VAT Registration Number GB 214 5278 77

Invoice No:

Customer No:

CS06146281

Invoice to:

COLNEY HEATH PARISH COUNCIL
PARISH OFFICE
83 HIGH STREET
COLNEY HEATH, ST. ALBANS
HERTS
AL4 0NS

Delivered to:

COLNEY HEATH PARISH COUNCIL
CLERK TO THE PARISH COUNCIL
PARISH OFFICE
83 HIGH STREET, COLNEY HEATH
HERTS
AL4 0NS

Site code: 046144

Date	Note No.	Requisition	Stock Code	Description	Quantity	Unit	VAT Rate	Price	Total
04/06/14	749198	020614	300492	STREETMASTER LITTER PICKER	5	EACH	20.00	12.35	61.7
04/06/14	749198	020614	736042	✓ RED/WHITE/BLUE 100' NYLON BUNTING	2	EACH	20.00	26.95	53.9
Total for Requisition:								£23.13	£115.6
11/06/14	754463	060614	756795	✓ PALE GREEN A4 80GSM PAPER (FOREST)	1	REAM	20.00	3.99	3.9
Total for Requisition:								£0.80	£3.9
11/06/14	754464	060614/A	585238	✓ SAND AND WATER PLAY SET	1	SET 18	20.00	29.20	29.2
Total for Requisition:								£5.84	£29.2
16/06/14	759063	060614/A	499289	✓ HELP YOURSELF TROLLEY WITH CLEAR T	1	EACH	20.00	472.00	472.0
Total for Requisition:								£94.40	£472.0
11/06/14	754465	090614	470084	250MICRONSA3GLOSS BX100 INC CARDCA	1	PACK	20.00	13.90	13.9
11/06/14	754465	090614	570033	✓ AVERY L7161 LASER LABELS	1	BOX 1800	20.00	17.50	17.5
11/06/14	754465	090614	650259	✓ HEATHER PURPLE FOOLSCAP BOX FILE	1	EACH	20.00	2.35	2.3
Total for Requisition:								£6.75	£33.7
09/06/14	753577	15052014	484279	POSTURA+CHAIR SIZE 6 - 460MM COLOUR	72	EACH	20.00	18.34	1320.4
Scots. Remv.								£264.10	£1320.4
25/06/14	765166	170614	650236	LAMINATING POUCHES A4 (2x125=250MI	1	BOX 100	20.00	6.95	6.9
25/06/14	765166	170614	756566	A4 SURE STATIONERY 80GSM COPIER PA	1	BOX 5	20.00	8.40	8.4
25/06/14	765166	170614	570071	✓ POST-IT INDEX ARROWS 5 COLOURS	1	EACH	20.00	2.85	2.8
25/06/14	765166	170614	515260	BLACK PILOT HI-TECPOINT V7 PENS	2	PK-3	20.00	3.46	6.9
Total for Requisition:								£5.02	£25.1

04 JUL 2014

REMITTANCE ADVICE

HERTFORDSHIRE COUNTY COUNCIL

PLEASE SEE REVERSE OF INVOICE FOR DETAILS OF METHODS OF PAYMENT

DATE	AMOUNT DUE	CUSTOMER NO.	INVOICE NO.	AMOUNT PAID
TOTAL PAID				



BARCLAYS

ST ALBANS CITY BRANCH

20-74-09

00226637

Date 9th Sept 2014

Barclays Bank PLC Commis 9508 11/08

Pay Colney Heath Parish Council Only

Eight hundred and twenty pounds

48 pence

04/03/2013

£820-48

PER PRO
1ST COLNEY HEATH
SCOUT & GUIDE EXECUTIVE

Cheque No.

Sort Code

Account No.

101102

20-74-09

00226637