



Pathfinder Scout Group Annual Report & Accounts

Period Ended 31 March 2023



Pathfinder Scout Group, Pathfinder Scout HQ, Baden Drive, Horley, Surrey RH6 8SD

PATHFINDER SCOUT GROUP AGM

AGENDA 2023

1. Welcome & Introduction from Chair.
2. Apologies for absence.
3. Approve the Minutes of the 2022 Annual General Meeting.
4. Approve the Annual Reports for the Group.
5. Approve the Accounts for the year ending 30th March 2023.
6. GSL Nomination of Chairman for approval.
7. Elections and appointments of Group Secretary, Treasurer & committee
8. Group Scout Leader's report.
9. Awards and presentations.
10. AOB

Trustees' Annual Report for the year

1 April 2022 to 31 March 2023

Section A Reference and administration details

Charity name	Pathfinder Scout Group
Group registration number	1020859
Charity's principal address	Scout Hut Baden Drive Horley RH6 8SD

Name of the members of the Group Executive Committee

	Trustee name	Office (if any)
Ex –Officio	Mr Kevin Smith	Chair
	Mrs Helen Bunn (resigned 19/3)	Group Scout Leader
	Mrs Nicky Chiswick	Treasurer
	Mr Danny Patel	Fundraising
	Mrs Lisa Gould	Secretary
	Mr John Williamson	Beaver Leader
	Mr Dan Gould (Appt 19/3)	Group Scout Leader

All trustees acted for the whole year except where stated

Section B Structure, governance and management

Description of Governance

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.
Group Executive selection methods	The appointments are made in accordance with the Policy, Organisation and Rules of The Scout Association

Additional governance issues

The Group is managed by the Group Executive Committee and the Group is separately registered with The Charity Commission as an educational charity.

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

- The maintenance of the Group's property and equipment
- The raising of funds and the administration of the Group's finance
- The insurance of persons, property and equipment
- Group public occasions
- Assisting with the recruitment of Leaders and other adult support

Risk and internal control

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 a comprehensive insurance policy to ensure that insurable risks are covered.

Section C Objectives and activities

Summary of the objectives of the charity set out in its governing document	<p>The objectives of the Group are as a unit of the Scout Association.</p> <p>The purpose of Scouting is to contribute to 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.</p>
Summary of the main activities in relation to these objects	<p>Refer to the reports by the section Leaders</p>
Public Benefit	<p>Subscriptions are charged for membership to cover immediate running costs of the Group and these do not unduly restrict membership. The Group follows the principle that no one should be excluded because of their inability to pay membership subscriptions.</p> <p>Two key principles demonstrate that Scouting's aims are for the public benefit and that through the Scout method young people develop towards their full potential and that there is a clear link between the benefits for young people and the purpose of Scouting. The safety of young people is taken very seriously and the benefits Scouting activities provide far outweigh the risks. Any private benefits from Scouting are incidental, other than to those as a beneficiary.</p>

Section D Achievements and performance

Summary of the main achievements of the charity during the year	<p>Refer to the report from the Group Scout Leader</p>
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Section E Financial Review

Brief statement on the charity's policy on reserves	<p>Reserves Policy</p> <p>We hold cash at bank of £89263. The Group's policy on reserves is to hold sufficient reserves to continue the charitable activities of the Group should income and fundraising activities fall short and to effect repairs to the buildings we manage. The Group Executive Committee considers that the Group holds sufficient reserves to satisfy this policy.</p>
Details of any funds materially in deficit	<p>None</p>

Section F Investment Policy

The Group's policy does not have sufficient spare funds to invest longer term investments in stocks and shares. The Group has therefore adopted a low risk strategy to the investment of its funds. All funds are held in cash using only mainstream banks.

The current account is reviewed regularly to transfer funds not required for near use to obtain maximum value and income from its banking arrangements.

Section G Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)

The original has been signed by

Full names(s)
Position
Date

Kevin Smith
Chair

Lisa Gould
Secretary

02/09/2023

Chair's Report

The Group Executive Committee plays a vital role in the running of a Scout Group, making decisions and carrying out administrative tasks to ensure that the best quality Scouting can be delivered to the young people in the Group. Members of the Executive Committee must act collectively as charity trustees of the Scout Group, and in the best interests of its members. During 2022-23 the Pathfinder Scout Executive Committee was made up of the following members: Kevin Smith (Group Chairman); Lisa Gould (Group Secretary); Nicky Chiswick (Treasurer); Danny Patel (Parent Member); Helen Bunn (Resigned 19th March) (Group Scout Leader); John Williamson (Leader). Bev Clear (Parent Member); Dan Gould (Apptd 19th March) (Group Scout Leader)

We have been having discussions about the use of Bay Close during the past year. We have had some interest from local groups wishing to use it but it has not been used enough. We have however developed a plan for expansion of our Group into the building along with brilliant support of Helen Bunn and during the next year we expect to see the building coming into weekly use.

Our Salfords hall has been revitalised and we have spent our grant money on developing the outside space to make it more useable. We expect to continue the work during the coming year to develop the outdoor area further.

Again Helen and the leaders have done a fantastic job and it has been great to see normal Scouting activities resume during the year. With the support of the committee we hope to assist the leaders in planning some more trips and activities now that we are able to and to get back to a normal curriculum of Scouting for all.

Finally during the year Helen Bunn advised us she wished to step down as GSL. I would like to take this opportunity personally to thank her for the fantastic support she has given myself and the committee and the amazing job she has done in running the Group for us and engaging with the leaders and parents. I am delighted that she is not leaving us altogether and will continue as a Beaver leader for us and will no doubt be an active and committed leader for years to come.

I am very happy to say that Dan Gould, one of our Scout Leaders has been appointed our new Group Scout Leader and we are very pleased to have him as part of the Committee and look forward to working with him over the next year.

Kevin Smith
Group Chair

Pathfinder Scout Group	Registered Charity no. 1020859				
Income and Expenditure Account					
Year ended 31 March 2023		2023			2022
	£	£		£	£
Income					
Subscriptions received	14970			13446	
Less Subscriptions collected for District	6120			6401	
Net Subscriptions Received		8850			7045
Gift Aid		2333			6310
Hall Hire					
Baden Hires	2322				
Rainbow Nursery	10534			10534	
Salfords	345			499	
Other Hall Hire	780	13981		3887	14919
Grants		2594			23657
Uniform & Scarves		389			955
Fundraising/Donations received		55			2188
Camp & Activity Receipts		4818			888
Other income		119			1794
Go Cardless					0
Bank interest - savings account		121			19
Total Income		33260			57775
Expenditure					
Section expenses					
Beavers	523			414	
Cubs	523			414	
Scouts	523			537	
Uniforms/Badges	2615			750	
Camps	5561	9745		887	3002
Equipment					
Training		157			
General		4229			1891
Premises costs					
Premises Insurance	3863			2984	
Gas & Electricity	2918			2543	
Rent	900			850	
Rates	639			351	
Water	811			426	
Maintenance & Repairs	6039			5180	
Cleaning	2934	18104		2075	14409
Bay Close refurbishment					580
Salfords Refurbishment		15848			10293
Administration costs					
Motor expenses				0	
Vehicle insurance				0	
Phone costs	471			0	
Website	176			948	
Bank Charges	10	657		10	958
Total Expenditure		48741			31133
Surplus / (Deficit) for the year		-15481			26643

Pathfinder Scout Group			
Registered Charity no. 1020859			
Balance Sheet as at 31 March 2023			
		2023	2022
	<u>This Year</u>	<u>This Year</u>	<u>This Year</u>
		<u>Total</u>	<u>Total</u>
Cash funds			
Savings Account		53,036	52,915
Current Account		20,746	36,348
Subs Account		0	0
Sub Total		73,782	89,263
Total Assets		73,782	89,263
Liabilities			
		0	0
Total Liabilities		0	0
Total Assets less Total Liabilities		73,782	89,263
Represented by:			
Brought forward 1 April		89,263	62,620
(Deficit) for the year		-15,481	26,643
Accumulated reserves		73,782	89,263

Pathfinder Scout Group
Minutes of the Annual General Meeting
Held on Tuesday 6th September 2022 5.30pm

Present

Kevin Smith, Helen Bunn, Lisa Gould, John Williamson, Dave Bunn, Jo Tracey, Susan Hunter, Tony Brown, Andrew Bolton

Apologies

Danny Patel, Nicky Chiswick, Laura Van Pelt, Dan Gould, Bev Clear

Chair's Report

Kevin opened the meeting with his report, thanking everyone for their continued support during the year. Kevin highlighted the work carried out at Bay Close this year to bring the hall back into use and that our next focus is to improve our Salford's Hall, in particular the outside area. Kevin also highlighted the need for volunteers and more leaders to be able to support the current leaders and allow more children to get involved.

Minutes of the Last Meeting

The minutes of the last meeting were voted for and accepted without amendment. There were no matters arising from last year's minutes.

Accounts

Kevin Smith presented the Treasurer's report and explained that we are in a stable position financially and so will not need to raise subs and are protected against price increases in running the halls.

The meeting accepted the accounts.

Changes to Committee members

There have been no changes to the committee this year. The Chair, Kevin Smith stated that all officers and members of the Executive are still able and willing to remain for another year.

Executive Committee

There were no resignations or nominations for this year and a vote was undertaken to approve the continuation for all those in role which was passed.

Sectional Reports

As our GSL, Helen presented her report and thanked everyone for their continued support during past year. Helen also asked for parents to consider volunteering and becoming leaders. Bronze, Silver and Gold awards were presented on the evening, followed by the Section awards for outstanding achievement.

Any Other Business

A cake competition was held and prizes given to the best decorated for each Section.



Section A

Independent Examiner's Report

Report to the trustees/
members of

Pathfinder Scout Group

On accounts for the year
ended

31/03/2023

Charity no
(if any)

1020859

Set out on pages

6,7

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended

Responsibilities and
basis of report

As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent
examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention (other than that disclosed below *) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which 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.*

Signed:

Date:

25.10.2023

Name:

Edward Warans FCA

Relevant professional
qualification(s) or body
(if any):

Fellow Institute of Chartered Accountants

Address:

Tanfield, Hogspudding Lane, Dorking RH5 5DU