



Pathfinder Scout Group Annual Report & Accounts

Period Ended 31 March 2024



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

PATHFINDER SCOUT GROUP AGM

AGENDA 2024

- 1. Introduction and welcome**
- 2. Apologies for absence**
- 3. Governance topics**
 - a. Approve the minutes of the Annual General Meeting held on 7th September 2023
 - b. Adopt the model constitution from Policy, Organisation and Rules (POR)
 - c. Agree the number of members that may be appointed to the Trustee Board
 - d. Agree the quorum for future meetings of the Group Scout Council (excluding this AGM)
- 4. Review of the previous year**
 - a. The Group Lead Volunteer's review of Scouts in the Pathfinder Scout Group
 - b. Receive and consider the Annual Report of the Group Trustee Board, including the annual Statement of the Accounts
- 5. Making appointments**
 - a. Appoint the Group Chair, following recommendation from the open selection process initiated by the Group Trustee Board
 - b. Appoint the Group Treasurer, following recommendation from the open selection process initiated by the Group Trustee Board
 - c. Appoint members of the Group Trustee Board, following recommendations from the open selection process initiated by the Group Trustee Board
 - d. Appoint the Independent Examiner
- 6. Awards and Presentations**
- 7. Closing Remarks**

Trustees' Annual Report for the year

1 April 2023 to 31 March 2024

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 Bev Clear	
	Mrs Nicky Chiswick	Treasurer
	Mr Danny Patel (resigned)	Fundraising
	Mrs Lisa Gould	Secretary
	Mr John Williamson	
	Mr Dan Gould	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 £60741. 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

Nicola Chiswick
Treasurer

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 2023-24 the Pathfinder Scout Executive Committee was made up of the following members: Kevin Smith (Group Chair); Nicky Chiswick (Treasurer); Lisa Gould ; Danny Patel (Resigned January 2024); John Williamson; Bev Clear; Dan Gould (Group Scout Leader)

During the year we were devastated to be advised by both Dave and Helen Bunn of their intention to leave Scouting. Over the last 14 years their timeless dedication and commitment to developing Scouting in Horley has been fantastic and has helped contribute to the growth and success of Pathfinders. We will be very sorry to see them go. I and all the Trustees wish them the very best in whatever they decide to do next and they leave with an open invite should they wish to return at any time in the future.

Danny Patel also resigned during the year, Danny has been with me since we started building the committee from scratch and has been invaluable for his support and help, in particular his ability to negotiate Insurance companies down to prices that are more palatable. We would like to thank him for his support during his tenure and wish him the best for the future.

Our property at Bay Close has been let to a local Pre-School and we are delighted to see the building coming back into use after 20 years and following a period of investment to bring it back into use. We are still working hard to try and find volunteer leaders and our intention is absolutely to bring Scouting back to Bay Close as soon as we can find the people to run it for us.

Pathfinder has entered a new stage as we achieve financial certainty and stability for the future and with a new GSL there is a buzz around the Group and new volunteers joining. I continue to be very proud of all our Trustees, volunteers and children their enthusiasm is fantastic to see, Pathfinder is the largest group in Horley and one of the largest in Reigate, and we look forward to stage of growth over the next few years.

If you have read this far (and it's probably just you) then you're pretty committed why don't you come and have a chat with us and offer some help, we need help in many ways and we would love to speak to you.

Kevin Smith
Group Chair

Pathfinder Scout Group	Registered Charity no. 1020859			
Income and Expenditure Account				
Year ended 31 March 2024		2024		2023
	£	£	£	£
Income				
Subscriptions received	17484		14970	
Less Subscriptions collected for District			6120	
Net Subscriptions Received		17484		8850
Gift Aid		2987		2333
Hall Hire				
Baden Hires	2778		2322	
Rainbow Nursery	10840		10534	
Salfords	498		345	
Other Hall Hire		14116	780	13981
Grants		1532		2594
Uniform & Scarves		0		389
Fundraising/Donations received		434		55
Camp & Activity Receipts		55		4818
Other income		0		119
Go Cardless				0
Bank interest - savings account		783		121
Total Income		37391		33260
Expenditure				
District Subs		7968		
Section expenses				
Beavers	373		523	
Cubs	1332		523	
Scouts	148		523	
Uniforms/Badges	1742		2615	
Camps	420	4015	5561	9745
Equipment		6350		
Training		0		157
General		3905		4229
Premises costs				
Premises Insurance	3831		3863	
Gas & Electricity	6864		2918	
Rent	1000		900	
Rates	592		639	
Water	983		811	
Maintenance & Repairs	9204		6039	
Cleaning	2619	25093	2934	18104
Bay Close refurbishment		1472		0
Salfords Refurbishment		566		15848
Administration costs				
Motor expenses			0	
OSM	340		0	
Phone costs	0		472	
Website And Internet	723		176	
Bank Charges	0	1063	10	658
Total Expenditure		50432		48741
Surplus / (Deficit) for the year		-13041		-15481

Assets & Liabilities 2023-24

	2024	2023
-	<u><i>This Year</i></u>	<u><i>This Year</i></u>
-	<u><i>Total</i></u>	<u><i>Total</i></u>
Cash funds		
Savings Account	43,000	53,036
Current Account	17,741	20,746
Subs Account	0	0
Sub Total	60,741	73,782
Total Assets	60,741	73,782
Liabilities		
	0	0
Total Liabilities	0	0
Total Assets less Total Liabilities	60,741	73,782

Represented by:		
Brought forward 1 April	73,782	89,263
(Deficit) for the year	-13,041	-15,481
Accumulated reserves	60,741	73,782

Pathfinder Scout Group
Minutes of the Annual General Meeting
Held on 7th September 2023

Present

Kevin Smith, Helen Bunn, Lisa Gould, John Williamson, Susan Hunter, Margaret Tilford, Steve Robinson, Adrian Jackson, Nicky Chiswick, Dan Gould, Bev Clear, Patrick Moody, Steven Haynes

Apologies

Dave Bunn

Chair's Report

Kevin opened the meeting with his report, thanking everyone for their continued support during the year and highlighting that we would like to plan more activities for the children in the coming year.

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

Nicky presented the Treasurer's report and explained that we are in a healthy position. We have three sources of income including subs, hall hire as well as donations and grants. We have replaced the lighting at Baden Drive with LED lighting, created a computer room and improved the outdoor space at Salfords. Bay Close is now usable thanks to John's efforts. The meeting accepted the accounts.

Changes to Committee/Board of trustee 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.

GSL Role

Kevin thanked Helen for her time as GSL which she stood down from during the year and Helen was presented with a Thank you gift. Helen will still remain as the Beaver Leader. Dan Gould introduced himself as our new GSL. He also thanked Helen and talked about his aim to get the children out of the hall for more activities.

Sectional Reports

Dan presented his GSL report and leaders each gave a short report giving their highlights of the year, all highlighting that they would like more parent support and thanking those who have helped. Bronze, Silver and Gold awards were presented on the evening, followed by the Section awards for outstanding achievement.



Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name
Pathfinder Scout Group

On accounts for the year
ended

31/03/2024

Charity no
(if any)

1020859

Set out on pages

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended DD / MM / YYYY.

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:

15.10.2024

Name:

Edward Warans FCA

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

Fellow Institute of Chartered Accountants

Address:

Tanfield, Hogspudding Lane, Dorking RH5 5DU