



Pathfinder Scout Group Annual Report & Accounts

Period Ended 31 March 2025



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

PATHFINDER SCOUT GROUP AGM

AGENDA 2025

1. **Introduction and welcome**
2. **Apologies for absence**
3. **Governance topics**
 - a. Approve the minutes of the Annual General Meeting held on 3rd July 2024
 - 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 members of the Group Trustee Board, following recommendations from the open selection process initiated by the Group Trustee Board
 - b. Appoint the Independent Examiner
6. **Awards and Presentations**
7. **Closing Remarks**

Trustees' Annual Report for the year 1 April 2024 to 31 March 2025

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

Members of the Group Trustee Board (All Trustees acted for the whole year except where stated)

	Trustee name	Office (if any)
Ex –Officio	Mr Kevin Smith	Chair
	Mrs Nicky Chiswick	Treasurer
	Mr Dan Gould	Group Lead Volunteer
	Mrs Lisa Gould	
	Mr John Williamson	
	Mrs Bev Clear	

Section B Structure, governance and management

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 Trustee selection methods	The Trustee appointments are made in accordance with the Policy, Organisation and Rules of The Scout Association.
Additional Governance Issues	<p>The Group is managed by the Group Trustee Board, the members of which are the 'Charity Trustees' of the Scout Group which is an educational charity. As charity Trustees they are responsible for complying with legislation applicable to charities. This includes the registration, keeping proper accounts and making returns to the Charity Commission as appropriate.</p> <p>The Group Trustee Board exists to support the Group Lead Volunteer in meeting the responsibilities of the appointments and is responsible for:</p> <ul style="list-style-type: none"> • 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 Bank account restriction to 2 signatories for all payments.
Damage to the building, property and equipment	The Group would request the use of buildings, property and equipment from neighbouring organisations such as the church, community centre and other Scout Groups. Similar reciprocal arrangements exist with these organisations. The Group has sufficient buildings and contents insurance in place to mitigate against permanent loss.
Injury to leaders, helpers, supporters and members	The Group through the capitation fees contributes to the Scout Associations national accident insurance policy. Risk Assessments are undertaken before all activities.
Reduced income from fund raising	The Group is primarily reliant upon income from subscriptions and fundraising. The group does hold a reserve to ensure the continuity of activities should there be a major reduction in income. The Board could raise the value of subscriptions to increase the income to the group on an ongoing basis, either temporarily or permanently.
Reduction or loss of leaders	The group is totally reliant upon volunteers to run and administer the activities of the group. If there was a reduction in the number of leaders to an unacceptable level in a particular section or the group as a whole then there would have to be a contraction, consolidation or closure of a section. In the worst case scenario the complete closure of the Group.

Section C Objectives and activities

Section	Description
Summary of the objectives of the charity set out in its governing document	The objectives of the Group are as a unit of the Scout Association. 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.
Summary of the main activities in relation to these objects	Refer to the reports by the section Leaders.
Public Benefit	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. 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.

Section D Achievements and Performance

Summary of the main achievements of the charity during the year	Refer to the report from the Group Chair
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Section E Financial Review

Brief statement on the charity's policy on reserves	We hold cash at bank of £38272. 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 Trustee Board considers that the Group holds sufficient reserves to satisfy this policy.
Details of any funds materially in deficit	None

Section F Investment Policy

Investment Policy	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.
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Section G Declaration

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

Signed on behalf of the charity's Trustees

Signature *The original has been signed by*

Name Kevin Smith
Position Chair

Signature *The original has been signed by*

Name Nicola Chiswick
Position Treasurer

Chair's Report

The Group Trustee Board 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 Trustee Board must act collectively as charity Trustees of the Scout Group, and in the best interests of its members. During 2024-25 the Pathfinder Scout Group Trustee Board was made up of the following members: Kevin Smith (Group Chair); Nicky Chiswick (Treasurer); Lisa Gould ; John Williamson; Bev Clear; Dan Gould (Group Lead Volunteer)

As a note for post Financial year end, we will sadly be saying goodbye to Mike Haynes. Mike has been in Scouting forever (at least 40 years I think) and has been the friendly face of Scouting in Horley for some time. Mike was instrumental in reinvigorating Horley Scouting by merging the failing 4th, 5th and 6th Horley Scout groups in 2008 to form Pathfinder Scout Group. Mike has been a constant source of information and help to everyone and was particularly helpful when I took over as Chair and had no idea what I was doing. I would like to extend my thanks on behalf of all Scouts, parents and Guardians, leaders and Trustees for all his hard work over the years. Mike you will be missed but please do enjoy the break!

Since September 2024, our Bay Close property has been home to a thriving local Pre-School. After 20 years of disuse, it's been wonderful to see the building brought back to life, following significant investment to make it suitable once again. The Pre-School has settled in brilliantly, and we're proud to have supported their growth.

That said, our mission to bring Scouting back to Bay Close remains a top priority. We continue to search for dedicated volunteer leaders and remain optimistic that, with the right people, we will re-establish Scouting activities there in the near future.

Meanwhile, Pathfinder has entered an exciting new chapter. With a refreshed leadership team and financial stability, the group is thriving. Our new Group Lead Volunteer has brought fresh energy and momentum, and it's been fantastic to see new volunteers getting involved. I remain incredibly proud of all our Trustees, volunteers, and young people—their passion and dedication are at the heart of everything we do.

Pathfinder is now the largest Scout Group in Horley and one of the biggest in Reigate. We're looking ahead with confidence as we plan for continued growth and opportunity in the years to come.

Financially we have had a lot of expense, including the failure of the Septic tank at Bay Close and significant expenditure on replacing doors and windows across our three buildings. Our Utility bills have risen by nearly 100% and the committee are working to look at savings we can make here. The accounts reflect this but overall our position is still strong and reserves are higher than our budgeted requirement. After much consideration we have taken the decision to increase subs, which brings us in line with the majority of Groups in Reigate and Banstead. This is the first rise since I became Chair in 2016 and reflects the rising costs of running the group, which until now we have done our best to absorb.

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 2025		2025			2024
	£	£		£	£
Income					
Subscriptions received	14257			17484	
Less Subscriptions collected for District					
Net Subscriptions Received		14257			17484
Gift Aid		3035			2987
Hall Hire					
Baden Hires	1960			2778	
Rainbow Nursery	11058			10840	
Salfords	480			498	
Other Hall Hire		13498			14116
Grants		1150			1532
Uniform & Scarves		366			0
Fundraising/Donations received		302			434
Camp & Activity Receipts		5353			55
Other income		14529			0
Go Cardless					
Bank interest - savings account		1019			783
Total Income		53509			37391
Expenditure					
District Subs		6784			7968
Section expenses					
Beavers	522			373	
Cubs	465			1332	
Scouts	675			148	
Uniforms/Badges	1256			1742	
Camps	9988	12906		420	4015
Equipment		649			6350
Training		214			0
General		2268			3905
Premises costs					
Premises Insurance	3817			3831	
Gas & Electricity	9795			6864	
Rent	1158			1000	
Rates	393			592	
Water	1537			983	
Maintenance & Repairs	3561			9204	
Cleaning	2734	22995		2619	25093
Bay Close refurbishment		27993			1472
Salfords Refurbishment		922			566
Administration costs					
Motor expenses					
OSM	308			340	
Phone costs	149			0	
Website And Internet	790			723	
Bank Charges	0	1247		0	1063
Total Expenditure		75978			50432
Surplus / (Deficit) for the year		-22469			-13041

<u>Assets & Liabilities 2024-25</u>		
	2025	2024
	<u>This Year</u>	<u>Last Year</u>
	<u>Total</u>	<u>Total</u>
Cash funds		
Savings Account	43,000	43,000
Current Account	17,741	17,741
Subs Account	0	0
Sub Total	60,741	60,741
Total Assets	60,741	60,741
Liabilities		
	0	0
Total Liabilities	0	0
Total Assets less Total Liabilities	60,741	60,741
Represented by:		
Brought forward 1 April	60,741	73,782
(Deficit) for the year	-22,469	-13,041
Accumulated reserves	38,272	60,741

Pathfinder Scout Group
Minutes of the Annual General Meeting
Held on 3rd July 2024

Present

Kevin Smith, Helen Bunn, Lisa Gould, John Williamson, Susan Hunter, Steve Robinson, Nicky Chiswick, Dan Gould, Bev Clear, Patrick Moody, Mike Haynes, Stuart Bromley, Tony Brown, Andrew Bolton, Dave Bunn, Daryl Tedstone

Apologies

None

Chair's Welcome

Kevin opened the meeting welcoming everyone and informing attendees that they are all part of the Group Scout Council

Kevin made a request for help with hall hires and looking after the buildings.

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.

Constitution

Kevin presented that we would now be following Scouts POR 5

Board of Trustee members

Kevin explained that the Trustee Board should consist of 5 to 10 Trustees.

Dan would be running the Group Scout Council which would consist of a minimum of 6 members with no maximum. This group would organise trips, camps and fundraising events.

Group Lead Volunteer

Dan explained that we have had a fun busy term. Highlights have been the Beavers going to GoApe, Cubs going to the Gatwick Aviation Museum, the Scouts doing watersports and Scoutabout.

Dan said thank you to Helen and Dave and introduced the new Team of leaders:

Lisa Gould and Louise Gould (young leader) - Beavers at Horley and Salfords

Daryl Tedstone - Salfords Cubs

Stuart Bromley - Scouts Horley

Patrick Moody - Scouts Salfords

Dan explained that we will need more volunteers to help and encouraged anyone able to help to speak to him after the meeting.

Dan highlighted that we now have an IT room and common room at Baden HQ and that he would like to get more involved in District events in the coming year.

Sectional Reports

Helen highlighted that the Beavers enjoyed earning their first aid, chef, camp craft, faith, safety and musician badges, writing their names with their feet, cooking, taking part in the parade and carnival and doing GoApe. 12 children have earned their Chief Scout Bronze award this year.

Susan highlighted that Windsor pack enjoyed go-karts, crafts, visits from Pastor Tim for their Faith badge and the Horley Historic Society for the History badge. They also enjoyed visiting the Gatwick Air museum and a walk to Emlyn Meadows.

Patrick highlighted that in addition to some joint meetings with Winsor Pack, Salfords Pack also enjoyed a visit from a Fire Engine, backwoods cooking, team games and scooting/roller blading.

Mike highlighted that Haynes Pack have enjoyed earning their photography, astrologer, cooking, 1st Aid and Carpentry badges (making bird boxes)

The Scouts have enjoyed learning 1st Aid, Justin spoke to them to help them earn their air activities badge, geocaching, the chip shop challenge, cooking, survival skills, caving, watersports and Scoutabout. 7 children have earned their Chief Scout Gold award.

Accounts

Nicky presented the Treasurer's report and explained that our finances are in a secure position. Our accounts have been independently approved by Eddie (surname?) and were accepted at the meeting.

Our income of £37,000 has included subs (some of which are paid to district), hall hire, £3000 in Gift aid (which subsidised events) and grants/fund matching.

Our reserves are £61,000

This year we have spent £51,000 including painting Baden Drive main hall, new tents, creating our common room, fire pits for Baden & Salfords, sound reduction boards at Salfords, work towards Bay Close being fit for use including new windows and doors. Our maintenance and running costs of the halls have increased this year.

Appointed Trustees

The current Trustees agreed to stand for a further 3 years.

Kevin Smith remains as Chairperson, Nicky Chiswick remains as Treasurer, Bev Clear, Lisa Gould, John Williamson remain as Trustees. Dan Gould remains as Group Lead Volunteer

Awards

Tony said thank you to all the leaders and explained that there are currently long waiting lists in Reigate District. He explained how the structure of Scouting is changing towards a more team based approach. He encouraged more people to volunteer.

Bronze, Silver and Gold Chief Scout Awards were given to Beavers, Cubs and Scouts

Leaders and volunteers were presented with 5 year length of service awards

Sections presented their Beaver/Cub/Scout shields

Dan introduced our new award, the Scouts Values Award which will be presented to one child each year. This year the award was given to Helen and Dave Bunn for being role models for the Scouts Values and they were presented with cards and gifts as a thank you for their years volunteering with Pathfinders.

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Summary of the main activities in relation to these objects	The Group is a trust established under its rules which are common to all Scouts.
Public Benefit	Refer to the reports by the section Leaders



Section A

Independent Examiner's Report

**Report to the trustees/
members of**

Charity Name
Pathfinder Scout Group

**On accounts for the year
ended**

31/03/2025

**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 31/03/2025.

**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 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.

Signed: Edward Warans

Date: 20.10.2025

Name: Edward Warans FCA

**Relevant professional
qualification(s) or body :**

Fellow Institute of Chartered Accountants

Address: Tanfield, Hogspudding Lane, Dorking RH5 5DU