

Trustees' Annual Report

For the period

From (start date)

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to end date

3	1	0	3	2	5
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Section A

Reference and administration details

Charity name

1st Larkfield (Holy Trinity) Scout Group

Other names the charity is known by

Registered charity number (if any)

1	0	2	6	1	3	3
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HQ registration number

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Charity's principal address

1 River Way, Larkfield, Aylesford, Kent

Postcode

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Names of the charity trustees who manage the charity

(These will be published in the annual report of the charity and the Charity Register if reporting for a Registered Charity with a charity regulator)

	Trustee Name	Office (if any)	Dates acted if not for whole year
1	Adam Makewell	Trustee (Lead Volunteer)	
2	Fiona Dalzell	Trustee (Fundraising)	
3	Rachel Parris	Trustee (Treasurer)	
4	Kayleigh McMahon	Trustee	
5	Sarah Makewell	Trustee (Chair)	
6	Christopher Hardy	Trustee	
7	Danielle Humphrey	Trustee	
8			
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11			
12			
13			
14			
15			

Names and addresses of advisers (optional information but encouraged as best practice)

(These will be published in the annual report of the charity)

Type of advisor	Name	Address

Section B

Structure, governance and management

Description of the charity's trusts

Type of governing document (e.g. trust deed, constitution)	The Group's governing documents are those of the 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 (e.g. trust, association, company)	The Group is a trust established under its rules which are common to all Scouts.
Trustee selection methods (e.g. appointed by, elected by)	The Trustees are appointed in accordance with the Policy, Organisation and Rules of The Scout Association.
Additional governance issues (optional information but encouraged as best practice)	
You may choose to include additional information, where relevant, about:	The Group is managed by the 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.
Policies and procedures adopted for: a) the induction and training of trustees; b) trustee' consideration of major risks and the systems and procedures to manage them	<p>The Board consists of 4 independent representatives, Chair, Treasurer, Secretary and Fundraiser, together with the Lead Volunteer & individual section leaders. It meets every 3 months.</p> <p>Members of the Board complete required Trustee learning within the first 6 months of joining the Board.</p> <p>This Group Trustee Board exists to make sure the charity is well-managed, risks are assessed and mitigated, buildings and equipment are in good working order, and everyone follows legal requirements and the organisation's policies and rules. Their support helps other volunteers run high-quality and safe programmes that gives young people skills for life.</p>

Section B

Structure, governance and management (continued)

Risk and Internal Control

The Board has identified the major risks to which they believe the Group is exposed, these have been reviewed and systems have been established to mitigate against them. The main areas of concern that have been identified are:

Damage to the building, property and equipment. The Group

has reviewed all necessary compliance requirements to ensure buildings, property and equipment are maintained to the standards required. Sufficient buildings and contents insurance in place to mitigate against permanent loss. The Group would request the use of buildings, property and equipment from neighbouring organisations such as the church, community centre and other Scout Groups should the need arise.

Injury to leaders, helpers, supporters and members. The Group through the capitation fees contributes to the Scout Association's national accident insurance policy. Risk Assessments are undertaken before all activities. Accident and incidents are reviewed regularly to reflect on themes and implement mitigations where action can be taken to reduce likelihood of re-occurrence.

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 has and could raise the value of subscriptions to increase the income to the group on an ongoing basis, either temporarily or permanently.

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 comprehensive insurance policies to ensure that insurable risks are covered.

Section C	Objectives and activities
Summary of the objects of the charity set out in its governing document	<p>The Purpose of Scouting Scouting exists to actively engage and support young people in their personal development, empowering them to make a positive contribution to society.</p> <p>The Values of Scouting As Scouts we are guided by these values: Integrity - We act with integrity; we are honest, trustworthy and loyal. Respect - We have self-respect and respect for others. Care - We support others and take care of the world in which</p>

we live.

Belief - We explore our faiths, beliefs and attitudes.

Co-operation - We make a positive difference; we co-operate with others and make friends.

The Scout Method

Scouting takes place when young people, in partnership with adults, work together based on the values of Scouting and:

- enjoy what they are doing and have fun
- take part in activities indoors and outdoors
- learn by doing
- take responsibility and make choices
- undertake new and challenging activities
- make and live by their Promise.

Summary of the main activities in relation to these objects

The Purpose of Scouting

Scouting exists to actively engage and support young people in their personal development, empowering them to make a positive contribution to society.

The 1st Larkfield Scout Group has embodied this purpose through a programme of adventurous, creative, and community-based activities. Squirrels took their first steps in personal development through craft sessions and nature trails. Beavers explored road safety in a Green Cross Code evening, created meals for birds, and learned care through Harvest Festival contributions. Cubs supported food banks, took part in community litter picks, and led their own events such as Cubs Got Talent. Scouts embraced independence through expedition hikes, navigation planning, and conservation projects.

Group-wide activities including the Remembrance Parade, church parades, and supermarket foyer fundraisers also gave members meaningful ways to positively contribute to society.

The Values of Scouting

Integrity

Scouts acted with integrity during the Remembrance Parade and church events, showing loyalty and respect for the wider community.

Respect

Respect was fostered through interactions at the Mother's Day Tea, Cubs Got Talent, and supporting younger sections at Group Camp.

Care

From making bird feeders to raising money for local causes and contributing to food bank collections, care for others and the world was central to our programme.

Belief

Belief and reflection were woven into activities like Harvest Festival, Flower Festival crafts, and St George's Day

Additional details of the objectives and activities (optional information but encouraged as best practice)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- contribution made by volunteers;

- policy on investments.

Public benefit statement

The Group meets the Charity Commission's public benefit criteria under both the advancement of education and the advancement of citizenship or community development headings.

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

including Group Camp in June, Scout section expedition hikes, and Cubs canoeing on the River Medway. These opportunities helped develop resilience, teamwork, and independence.

Skill Development: Our programme included practical and educational sessions on first aid, road safety (Green Cross Code), conservation, and survival skills, along with badges for paddling, hiking, cooking, and teamwork.

Scouting Achievements: Beavers, Cubs, and Scouts were awarded over 300 badges collectively, including Chief Scout's Bronze, Silver, and Gold Awards—highlighting exceptional dedication and progress.

Group Activities and Celebration: Young people came together to enjoy events like the Bowling Christmas treat, the Christmas Silent Disco, and the St George's Day Parade. Cubs showcased their talents in "Cubs Got Talent," while Beavers enjoyed Animal Adventures with a visit from Tommy the Tortoise.

In summary, 2025 has been a dynamic and rewarding year for our Scout Group. We are proud of the achievements and development of our young people and are grateful for the commitment of our section teams, Trustee Board, and volunteers. We look forward to another year of fun, learning, and growth.

Section E

Financial Review

Brief statement of the charity's policy on reserves

Reserves Policy

The Group's policy on reserves is to hold sufficient resources to continue the charitable activities of the group should income and fundraising activities fall short. The Trustee Board considers that the group should hold a sum equivalent to 6 months running costs @circa £10,000

The Group held reserves of £4849.94 against this at year end. This is below required for operating expenses. Additional reserves will be set aside to ensure sufficient resources should fundraising activities fall short in 25/26.

Quantify and explain any designations

Details of any funds materially in deficit (circumstances plus steps to eliminate)

Further financial review details (optional information)

You **may choose** to include additional information, where relevant, about:

- the charity's principal sources of funds (including any fundraising);

- how expenditure has supported the key objectives of the charity;

The Charity's Principle Source of Funds

The Groups income is primarily reliant on subscription fees and fundraising. The Group aims to raise sufficient annual funds through fundraising to support maintainance of the Scout Hut and support programme expenditure.

Investment Policy

The Group's Income and Expenditure is small and as a consequence does not have sufficient funds to invest in longer-term investments such as 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 or building societies.

bank balances and the interest rates received to ensure the group obtains maximum value and income from its banking arrangements.

Section F

Other Optional Information

Plans for future periods (details of any significant activities planned to achieve them)

Section G

Declaration

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

Signed on behalf of the charity's trustees

Signature(s)

Rachel Parris

Full name(s)

Rachel Parris

Position (eg Secretary, Chair)

Treasurer

Date

1 0 0 7 2 5

1st Larkfield (Holy Trinity)

Year End Summary

For The Years

01.04.2023-2024

Receipts and payments

2023-2024

Membership subscriptions

£6,198.79

Net membership subscriptions retained

£6,198.79

Camps and Trips

£10,431.12

Badges & Uniform

£18.00

Sub total

£10,449.12

Trading/Sales

£2,670.65

Donations

£1,840.92

Hut Rental Income

£5,182.00

Grant

Gift Aid

Sub total

£9,693.57

Bank interest

£58.92

Sub total

£58.92

Total Gross Income

£26,400.40

Receipts and payments

2023-2024

Programme Expenditure inc camps

£13,649.02

Capitation

£5,047.00

Insurance

£2,934.94

Fundraising Expenditure

£825.30

Hut Expenditure

£2,935.78

Badges and Uniforms

£956.58

Utilities

£1,202.10

Bank Charges

£9.45

Other

Total Charitable Payments

£27,550.72

Total Gross Expenditure

£27,550.72

Total Asset and Investment Purchases	◆-
Total Payments	◆27,550.72
Statement of assets and liabilities at the end of the year	
	2023-2024
Bank funds	◆19,255.91
Cash/Floats	◆147.81
Cubs expense account	
Total cash funds	◆19,403.72
Notes	

01.04.2024-2025

2024-2025

7,254.61

7,254.61

13099.66
62.56

13,162.22

1,899.28

3,121.36

9,631.97

1,125.00

3,114.84

18,892.45

70.98

70.98

39,380.26

2024-2025

13494.88
7097.56
3404.48
1052.5
1978.4
1344.88
2728.19
0
332.1

31,432.99

31,432.99

◆-

◆31,432.99

2024-2025

◆27,383.67

◆155.89

◆409.73

◆27,949.29

Independent examiner's report to the trustees of 1st Larkfield Holy Trinity Scout Group

By Mrs Rebecca Pullen.

I report to the trustees on my examination of the accounts of the 1st Larkfield Holy Trinity Scout Group for the year ended 31st March 2025.

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 all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect: 1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or 2. the accounts do not accord with those records.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



Rebecca Pullen

14 Bryant Close

Nettlestead

Kent

ME18 5EX

01 July 2025