

# 1ST IGHTHAM SCOUT GROUP

England & Wales - Charity number 1039620

## Details

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**Status** Registered

**Legal form** Other

**Registered** 1994-07-21

**Register** [View on the Charity Commission register](#)

## Contact

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**Address** 1st Ightham Scout Group  
Ightham Scout Pavilion  
Sevenoaks Road  
Ightham  
Sevenoaks  
Kent  
TN15 9AD

**Phone** 07957806307

**Email** [1stighthamscoutgroup@gmail.com](mailto:1stighthamscoutgroup@gmail.com)

**Website** [www.ighthamscouts.org.uk](http://www.ighthamscouts.org.uk)

## Activities

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**Objects:** TO PROMOTE 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

**Activities:** Scout Group and part of the Scout Association

## Classification

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- **How:** Other Charitable Activities
- **What:** Other Charitable Purposes
- **Who:** Children/young People

## Geography

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- Kent

## Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£26,475	£48,690	-	-
2024-03-31	£54,681	£41,068	-	-
2023-03-31	£51,587	£49,977	-	-
2022-03-31	£36,197	£31,063	-	-
2021-03-31	£31,361	£35,136	-	-

## Trustees

Name	Role	Appointed
<b>Marcella Dunne</b>	Chair	2023-04-01
Christopher Jameson		2023-04-01
Henry William Vincent Windsor Pointon		2025-11-04
James Edward Booth		2025-11-04
Julia Claire Weller		2025-11-04
PENNY MCCULLOCH		2025-10-10
Simon Mavroleon		2023-04-01

**1ST IGHTHAM SCOUT GROUP**

England & Wales - Charity number 1039620

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# Accounts

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## **Minutes of the 1<sup>st</sup> Ightham Scouts Trustee Board Meeting 13<sup>th</sup> October 2025 at 7pm**

Held at the Ightham Scout Pavilion

### **Attendees:**

Marcella Dunne (Chair)

Simon Mavroleon (Trustee)

Chris Jameson (Trustee)

Penny McCulloch (Group Lead Volunteer)

Julia Weller (Invited guest)

Apologies from: Sophie Sarchet (Treasurer) Lynda Harrison (Trustee), Emily Bullus (Trustee)

The meeting was called by Penny McCulloch (PMC) to discuss the changes required following the departure of the previous Group Lead Volunteer James Reid and to agree a date for the overdue AGM.

### **Naming Convention**

Previously this Board was known as the Executive Committee. Now the Group has adopted a Constitution which refers to this Board as the Trustee Board and has created a separate entity referred to as the Scout Council.

It was agreed to adopt this terminology in all references to ensure consistency and avoid confusion. [All to action]

### **Treasurer**

Sophie Sarchet had advised PMC that she would like to step down as Treasurer at the AGM. Julia Weller (JW) had expressed interest in taking on the position and joining as a Trustee. JW has suitable accounting qualifications, has been a member of the Group for many years including as the Beaver Section Leader and has 4 children who have been active members from Beavers through to Scouts. This is historically a difficult role to fill, however, as there is an agreed process for selecting the candidate PMC invited Julia to meet the Trustees and contribute to the meeting as a potential future Trustee and/or Treasurer. The opportunity to take on the Treasurer role and for new Trustees to join will be communicated with details of the AGM.

### **Accounts and Banking**

On Sophie Sarchet's behalf PMC took the Trustees through the accounts explaining the various entries including the bank accounts and Flagstone investments held.

The process to remove James Reid as a signatory from the online Nat West current account had already been set in motion.

It was agreed that Peter Sheldon (known as Nick Sheldon) and Pat Lloyd should also be removed as signatories as these are both prior Treasurers. [SS to action]

It was agreed that Penny McCulloch will be added as a signatory once a new Treasurer has been confirmed so both can be added at the same time. [SS to action]

It was explained that the camp bank account is a legacy account which uses a cheque book and has no online presence. The camp bank account has been successfully used for many years to collect funds for camps both from fundraising for specific camps and camp fees. The costs of camps are then paid out from this account by cheque, sometimes direct to suppliers and sometimes as a reimbursement for leaders who have paid costs themselves. It was explained that some camps effectively make a profit and some make losses. The surpluses are retained in the camp bank to cover more expensive camps ensuring all camps remain affordable to all members. Currently the Online Scout Manager (OSM) system for collecting payments for camps – GoCardless – transfers funds paid by parents to the camp bank.

It was explained that what was achieved by having a separate bank account could be achieved by having separate nominal codes in the accounts. It was also felt that an alternative method to leaders effectively paying costs and claiming them should be sought.

It was agreed to arrange to transfer the balance in the camp account into the Nat West current account. This account will be kept open while the GoCardless system is changed to direct payments to the NatWest account. [PMC to action]

It was agreed to look into alternative methods of paying for costs that occur on camp for example where the scouts are away on a weeks camp they may decide to visit a local attraction due to weather constraints and tickets would be purchased at the ticket office on arrival. It is primarily Scouts who are impacted so PMC suggested asking the Scout Leader Nick Pointon to look into a solution he felt would work. [PMC to action]

It had previously been discussed and agreed to collect subs for new entrants by direct debit using the GoCardless system direct rather than via OSM to avoid the OSM fees which are about 4.8% of the transaction. This was discussed again in the light of the changes agreed to the camp bank. Currently it was noted that when joining parents are advised to set up a standing order and that the fee will not change while the child remains within the group.

It was agreed that the subs and all event fees would be collected using GoCardless via OSM. This will be communicated to Steven Pressland who is leading on this activity as Beavers are the main new entrants. Steven will also be asked to ensure that the new paperwork removes the set fee comment allowing fees to rise if necessary in the future. [PMC to action]

It was explained that Gift Aid had not been claimed for this year and therefore the next claim would cover 2 years. Currently there is no financial information provided during the year to either the section leaders, GLV or Trustees.

It was agreed to ask the new Treasurer to bring the Gift Aid up to date and also to develop a monthly financial report giving people involved in the Group information to support their roles. [PMC to work with the new treasurer to develop the reports]

### **Charity Commission Website**

The Charity Commission website contains some inaccurate information e.g. Pat Lloyd is still shown as a Trustee.

It was agreed that the website would have a full review of each area and be brought fully up to date before the AGM and then be updated again straight after the AGM to reflect all new appointments. [SS to action]

### **New Trustees**

There will be a number of resignations expected at the AGM as the Treasurer will stand down and Emily Bullus has also indicated she would like to step down as has the Secretary Christie Verrechia. The opportunity to be a Trustee will be communicated with the AGM notice. The Scout Association also favours having young people (under 25 years) on the Trustee Board. A number of potential people were discussed and the best two candidates were felt to be Hal Pointon and James Booth. Hal is a new entrant to the Group and his father is the Scout Leader Nick Pointon. Hal is about 22 years old and has not attended Scouts as a child but his two younger brothers were both members of Ightham Scouts. This gives him a unique perspective which will bring a different view to the Board. James Booth started at Beavers aged 6 years and has attended all sections plus all his family is very involved in scouting and have been for many years including his grandparents. This means James will provide a very different perspective to other Trustees. James is about 18 years old. Including Hal and James will require adjustments and it is likely that meetings will also need to include an online option as James is away at University.

It was agreed to approach Hal Pointon and James Booth. [PMC to action]

### **AGM Date**

Dates were discussed for the AGM and it was agreed that it would be held on Tuesday 4<sup>th</sup> November 2025 at 7:30pm at the Scout Pavilion.

It was agreed that a communication would be issued to all parents and the District Commissioner. [PMC to action]

**The meeting closed at 8:30pm**

Ightham Scout Group - Income & Expenditure 01.04.2024 / 31.03.2025

		----- 2024/25 -----			----- 2023/24 -----		
		Unrestricted	Restricted	Total	Unrestricted	Restricted	Total
<u>Opening Balance</u>	Bank - Savings	£13,007	£724	£13,730	£87,679	£724	£88,403
	Bank - Current	£10,565	£0	£10,565	£12,985	£0	£12,985
	Savings - Flagstone	£72,355	£0	£72,355	£0	£0	£0
	Adjustment to remove unpaid interest	Savings - Flagstone	-£2,109	£0	-£2,109		
	Camp Account	£24,993	£0	£24,993	£6,643	£0	£6,643
<u>TOTAL B/F</u>		£118,810	£724	£119,534	£107,307	£724	£108,031
<u>PLUS INCOME:</u>							
Subs		£9,259	£0	£9,259	£9,851	£0	£9,851
Bank Interest less Management Fees		£1,209	£0	£1,209	£2,683	£0	£2,683
Adjustment to remove unpaid interest		£0	£0	£0	-£2,109	£0	-£2,109
Donations/Grants/Sale/Hire of equip		£605	£0	£605	£15,100	£0	£15,100
Gift Aid		£2,253	£0	£2,253	£2,340	£0	£2,340
Pavillion Rent		£10	£0	£10	£0	£0	£0
Camp Account		£13,139	£0	£13,139	£24,707	£0	£24,707
<u>TOTAL INCOME</u>		£26,475	£0	£26,475	£52,572	£0	£52,572
<u>LESS EXPENDITURE:</u>							
Insurance		£878	£0	£878	£72	£0	£72
Electricity		£0	£0	£0	£0	£0	£0
Hut Repairs/upkeep		£2,124	£0	£2,124	£8,049	£0	£8,049
Gifts/Prizes/Hospitality		£1,406	£0	£1,406	£1,479	£0	£1,479
Sundries		£830	£0	£830	£1,439	£0	£1,439
Equipment		£1,390	£0	£1,390	£5,781	£0	£5,781
Training/Mileage		£1,722	£0	£1,722	£1,041	£0	£1,041
Rental		£340	£0	£340	£0	£0	£0
Office Costs		£901	£0	£901	£0	£0	£0
Capitation		£4,940	£0	£4,940	£4,478	£0	£4,478
Uniform & Badges		£1,088	£0	£1,088	£642	£0	£642
Camp Fees		£3,144	£0	£3,144	£7,160	£0	£7,160
Activities		£4,381	£0	£4,381	£4,571	£0	£4,571
Camp Account		£25,546	£0	£25,546	£6,357	£0	£6,357
<u>TOTAL EXPENDITURE</u>		£48,690	£0	£48,690	£41,068	£0	£41,068
<u>Closing Balance</u>	Bank - Savings	£2,891	£0	£2,891	£13,007	£724	£13,730
	Bank - Current	£890	£0	£890	£10,565	£0	£10,565
	Savings - Flagstone	£81,294	£0	£81,294	£72,355	£0	£72,355
	Adjustment to remove unpaid interest	Savings - Flagstone			-£2,109	£0	-£2,109
	Less O/S payts	£0	£0	£0	£0	£0	£0
	Plus income due	£0	£0	£0	£0	£0	£0
	Camp Account	£12,586	£0	£12,586	£24,993	£0	£24,993
<u>TOTAL C/F</u>		£97,662	£0	£97,662	£118,810	£724	£119,534
Creditor	Expense claims	£352	£0	£352	£0	£0	£0
Debtor	Football Fee	£10	£0	£10	£0	£0	£0
Balance check				£0.00			

**1st Ightham Scout Group**  
**Report of the Trustees for the year ended 31<sup>st</sup> March 2025**

**Independent Examiner's Report to the Trustees of 1<sup>st</sup> Ightham Scout Group,**  
**Charity Registration Number 1039620**

I hereby report on the accounts of 1<sup>st</sup> Ightham Scout Group for the year ended 31<sup>st</sup> March 2025, which are set out in the attached pages 7 and 8.

**Respective responsibilities of trustees and examiner**

The trustees are responsible for the preparation of the accounts for the charity. The charity's trustees consider that an audit is not required for this year (under section 43(2) of the Charities Act 1993 (the Act), as amended by s.28 of the Charities Act 2006) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts (under section 43 of the Act, as amended),
- to follow the procedures laid down in the General Directions given by the Charity Commission (under section 43(7)(b) of the Act, as amended), and to state whether particular matters have come to my attention.

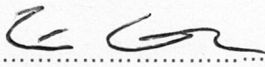
**Basis of independent examiner's report**

My examination was carried out in accordance with General Directions given by the Charity Commission. 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 seeking explanations from the 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 accounts.

**Independent examiner's statement**

In the course of my examination, no matter has come to my attention

- 1) which gives me reasonable cause to believe that in, any material respect, the trustees have not met the requirements to ensure that:
  - proper accounting records are kept (in accordance with section 41 of the Act); and
  - accounts are prepared which agree with the accounting records and comply with the accounting requirements of the Act; or
- 2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signature ..... 

Mr Simon Collins

Date 14.10.2025.

**1ST IGHTHAM SCOUT GROUP**

England & Wales - Charity number 1039620

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# Accounts

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**1st Ightham Scout Group**  
**Report and Accounts for the year ended 31<sup>st</sup> March 2024**

**1st Ightham Scout Group**  
**Report of the Trustees for the year ended 31<sup>st</sup> March 2024**

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# 1st Ightham Scout Group

## Report of the Trustees for the year ended 31<sup>st</sup> March 2024

The trustees present their report and financial statements for the Year Ended 31<sup>st</sup> March 2024. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities".

### Reference and Administrative details

Registered Charity number: 1039620

Address: Ightham Scout Pavilion, Sevenoaks Road, Ightham, TN15 9AD

#### Trustees:

Marcella Dunne - Group Chair  
Christopher Jameson – Deputy Group Chair  
James Reid - Group Scout Leader  
Patrick Lloyd – Treasurer  
Lynda Harrison - Committee Member  
Emiley Bullus - Committee Member  
Simon Mavroleon – Committee Member

### Structure, governance and management

The Group is a charitable trust established under its rules which are common to all Scouts.

The Group's governing documents are those of The Scout Association. They consist of a Royal Charter (granted in 1912), which in turn gives authority to the Bye Laws of the Association and The Policy, Organisation and Rules of The Scout Association.

The Group is managed by the Group Executive Committee, the members of which are the 'Charity Trustees' of the Scout Group which is an educational charity. Trustees 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.

The Committee consists of two independent representatives – the Chair and Treasurer together with the Group Scout Leaders, individual section leaders and parent's representation and meets every 4 months.

Members of the Executive Committee complete 'Essential Information for Executive Committee' training within the first 5 months of joining the committee.

This Group Executive Committee exists to support the Group Scout Leader in meeting the responsibilities of the appointment and is responsible for the maintenance of Group property.

Appointment of new trustees is by requesting volunteers from parents or the local community as appropriate. The potential trustee is given information to enable them to understand the role they will be fulfilling, the work involved and their responsibilities.

### Objectives and activities

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 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 we live.  
Belief - We explore our faiths, beliefs and attitudes.

**1st Ightham Scout Group**  
**Report of the Trustees for the year ended 31<sup>st</sup> March 2024**

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

# 1st Ightham Scout Group

## Report of the Trustees for the year ended 31<sup>st</sup> March 2024

### Objectives and activities continued

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
- share in spiritual reflection
- take responsibility and make choices
- undertake new and challenging activities
- make and live by their Promise.

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.

### Risk and Internal Control

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

Reduction or loss of members. The Group provides activities for all young people aged 6 to 14. If there was a reduction in membership in a particular section or the group as 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.

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, village hall or other Scout Groups.

The Group has sufficient buildings and contents insurance in place to militate 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.

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.

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 over a materiality threshold and comprehensive insurance policies to ensure that insurable risks are covered.

### Achievements and performance

The Beaver, Cub and Scout Sections have continued to grow during the year.

The Scouts have continued to have a good links with the local explorer unit.

After a very long time in the planning, fundraising and building, our brand new Scout HQ opened in September 2019. It has been a fantastic asset to the Group.

The Scout Group has over a 100 members including young people and adult volunteers.

### Financial Review

There is potentially a liability of up to £28,000 owing to GA Harper Ltd in relation to their final account for the building of the Scout pavilion. However, this would be subject to agreement from both parties. All invoices including the 5% retention have been paid and GA Harper have not requested payment of this final amount.

# 1st Ightham Scout Group

## Report of the Trustees for the year ended 31<sup>st</sup> March 2024

### Financial Review continued

The Group is fortunate to have some funds which are being held to use for future Group expenditure. The Group therefore carried out a review of where these assets are held during the year given the recent increase in bond yields. As a result most of these funds have been transferred to a range of fixed terms savings accounts on the Flagstone platform. The accounts are all held in a spread of well rated (minimum bbb-) UK based funds with FSCS protection. These funds range in term from around a year to 5 years and have been deposited based on a balance of potential liquidity needs versus being able to secure a suitable return. The Flagstone platform was chosen on the basis of a competitively charged AMC fee and feedback from other Groups to ensure prudent use of the Groups funds.

The Camp account has grown significantly over the year ahead of the summer camp in Kandersteg.

### 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.

### Statement of Trustees Responsibilities

The trustees are responsible for preparing the financial statements in accordance with applicable law and United Kingdom Generally Accepted Accounting Practice. Charity law requires the trustees to prepare financial statements for each financial year. Under that law the trustees have elected to prepare the financial statements in accordance with the United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). The financial statements are required by law to give a true and fair view of the state of affairs of the charity and of the surplus or deficit of the charity for that period. In preparing those financial statements, the trustees are required to:

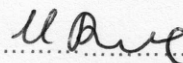
- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 1993. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities

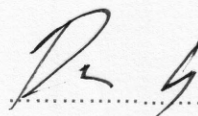
### Declaration

The trustees declare that they have approved the trustees' report above.  
Signed on behalf of the charity's trustees

Signatures



M Dunne  
Chair



P Lloyd  
Treasurer

Date:

16-9-24

**1st Ightham Scout Group**  
**Report of the Trustees for the year ended 31<sup>st</sup> March 2024**

**1st Ightham Scout Group**  
**Income and Expenditure account for the year ended 31<sup>st</sup> March 2024**

		-----	---2023/24---	-----	-----	---2022/23---	-----
		Unrestricted	Restricted	Total	Unrestricted	Restricted	Total
<u>Opening Balance</u>	Bank - Savings	£87,679	£724	£88,403	£87,291	£724	£88,015
	Bank - Current	£12,985	£0	£12,985	£14,216	£0	£14,216
	Camp Account	£6,643	£0	£6,643	£4,189	£0	£4,189
<u>TOTAL B/F</u>		<b>£105,695</b>	<b>£724</b>	<b>£106,420</b>	£105,696	£724	£106,420
<u>PLUS INCOME:</u>							
	Subs	£9,851	£0	£9,851	£9,479	£0	£9,479
	Bank Interest	£2,683	£0	£2,683	£387	£0	£387
	Donations/Grants/Sale/Hire of equipt	£15,100	£0	£15,100	£20,317	£14,377	£0
	Newspaper Recycling	£0	£0	£0	£653	£0	£0
	Camp Fees/Activities/Trips	£0	£0	£0	£0	£100	£0
	Gift Aid	£2,340	£0	£2,340	£8,929	£0	£8,929
	Raffle Ticket sales	£0	£0	£0	£0	£0	£0
	Camp Account	£24,707	£0	£24,707	£18,414	£0	£18,414
<u>TOTAL INCOME</u>		<b>£54,681</b>	<b>£0</b>	<b>£54,681</b>	<b>£51,587</b>	<b>£0</b>	<b>£51,587</b>
<u>LESS EXPENDITURE:</u>							
	Insurance Hut	£72	£0	£72	£871	£0	£871
	Repairs/upkeep	£8,049	£0	£8,049	£15,175	£0	£15,175
	Gifts/Prizes/Hospitality	£1,479	£0	£1,479	£164	£398	£0
	Admin/tel/sundries	£1,439	£0	£1,439	£0	£0	£0
	Equipment	£5,781	£0	£5,781	£1,202	£0	£1,202
	Training/Uniform/Mileage	£1,041	£0	£1,041	£40	£0	£0
	Capitation	£4,478	£0	£4,478	£4,765	£0	£4,765
	Badges	£642	£0	£642	£208	£0	£208
	Camp Fees	£7,160	£0	£7,160	£4,317	£0	£4,317
	Activities	£4,571	£0	£4,571	£7,080	£0	£7,080
	Camp Account	£0	£0	£0	£15,961	£0	£15,961
<u>TOTAL EXPENDITURE</u>		<b>£41,068</b>	<b>£0</b>	<b>£41,068</b>	<b>£9,705</b>	<b>£29,257</b>	<b>£1,806</b>
<u>Closing Balance</u>	Bank - Savings	£13,007	£724	£13,730	£87,679	£724	£88,403
	Bank - Current	£10,565	£0	£10,565	£12,985	£0	£12,985

**1st Ightham Scout Group**  
**Report of the Trustees for the year ended 31<sup>st</sup> March 2024**

**1st Ightham Scout Group**  
**Statement of Assets and Liabilities as at 31<sup>st</sup> March 2024**

	<u>2024</u>	<u>2023</u>
<b><u>Non-monetary Assets for charities own use (current value)</u></b>		
Old Building	-	-
New Scout Hut	£520,197	£520,197
Additional equipment	£900	£900
Tentage	£9,899	£9,899
Canoes	£7,695	£7,695
Trailer 1	£1,907	£1,907
Trailer 2	£2,250	£2,250
Trailer 3	<u>£3,240</u>	<u>£3,240</u>
	£25,891	£25,891

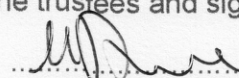
Note: all assets (other than the New Scout Hut) have been depreciated to their minimum insurable value.

**Cash Funds**

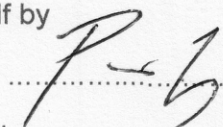
Bank - Savings	£13,730	£88,403
Flagstone – Savings	£72,355	£0
Bank - Current	£10,565	£12,985
Less O/S payments	£0	£0
Plus income due	£0	£0
Camp Account	<u>£24,993</u>	<u>£6,643</u>
	£121,644	£19,628
Net Position	£667,732	£654,119

The above Income and Expenditure Account and Statement of Assets and Liabilities were approved by the trustees and signed on their behalf by

Signatures

 .....

M Dunne  
Chair

 .....

P Lloyd  
Treasurer

Date: 16-9-24

**1st Ightham Scout Group  
Report of the Trustees for the year ended 31<sup>st</sup> March 2024**

**Independent Examiner's Report to the Trustees of 1<sup>st</sup> Ightham Scout Group,  
Charity Registration Number 1039620**

I hereby report on the accounts of 1<sup>st</sup> Ightham Scout Group for the year ended 31<sup>st</sup> March 2024, which are set out in the attached pages 5 and 6.

**Respective responsibilities of trustees and examiner**

The trustees are responsible for the preparation of the accounts for the charity. The charity's trustees consider that an audit is not required for this year (under section 43(2) of the Charities Act 1993 (the Act), as amended by s.28 of the Charities Act 2006) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts (under section 43 of the Act, as amended),
- to follow the procedures laid down in the General Directions given by the Charity Commission (under section 43(7)(b) of the Act, as amended), and to state whether particular matters have come to my attention.

**Basis of independent examiner's report**

My examination was carried out in accordance with General Directions given by the Charity Commission. 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 seeking explanations from the 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 accounts.


**Independent examiner's statement**

In the course of my examination, no matter has come to my attention

1) which gives me reasonable cause to believe that in, any material respect, the trustees have not met the requirements to ensure that:

- proper accounting records are kept (in accordance with section 41 of the Act); and
- accounts are prepared which agree with the accounting records and comply with the accounting requirements of the Act; or

2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signature .....  .....

Date 16.9.2024

Mr Simon Collins

**1ST IGHTHAM SCOUT GROUP**

England & Wales - Charity number 1039620

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# Accounts

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**1st Ightham Scout Group**  
**Report and Accounts for the year ended 31<sup>st</sup> March 2023**

**1st Ightham Scout Group**  
**Report of the Trustees for the year ended 31<sup>st</sup> March 2023**

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Statement of Assets and Liabilities	6
Independent Examiners Report	7

# **1st Ightham Scout Group**

## **Report of the Trustees for the year ended 31<sup>st</sup> March 2023**

The trustees present their report and financial statements for the Year Ended 31<sup>st</sup> March 2023. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities".

### **Reference and Administrative details**

Registered Charity number: 1039620

Address: Ightham Scout Pavilion, Sevenoaks Road, Ightham, TN15 9AD

#### Trustees:

Marcella Dunne - Group Chairman  
Christopher Jameson – Deputy Group Chairman  
James Reid - Group Scout Leader  
Patrick Lloyd – Treasurer  
Emily Bullus – Committee Member  
Lorna Saisi – Committee Member  
Simon Mavroleon – Committee Member

### **Structure, governance and management**

The Group is a charitable trust established under its rules which are common to all Scouts.

The Group's governing documents are those of The Scout Association. They consist of a Royal Charter (granted in 1912), which in turn gives authority to the Bye Laws of the Association and The Policy, Organisation and Rules of The Scout Association.

The Group is managed by the Group Executive Committee, the members of which are the 'Charity Trustees' of the Scout Group which is an educational charity. Trustees 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.

The Committee consists of two independent representatives – the Chair and Treasurer together with the Group Scout Leaders, individual section leaders and parent's representation and meets every 4 months.

Members of the Executive Committee complete 'Essential Information for Executive Committee' training within the first 5 months of joining the committee.

This Group Executive Committee exists to support the Group Scout Leader in meeting the responsibilities of the appointment and is responsible for the maintenance of Group property.

Appointment of new trustees is by requesting volunteers from parents or the local community as appropriate. The potential trustee is given information to enable them to understand the role they will be fulfilling, the work involved and their responsibilities.

### **Objectives and activities**

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 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 we live.

Belief - We explore our faiths, beliefs and attitudes.

**1st Ightham Scout Group**  
**Report of the Trustees for the year ended 31<sup>st</sup> March 2023**



# 1st Ightham Scout Group

## Report of the Trustees for the year ended 31<sup>st</sup> March 2023

### Objectives and activities continued

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
- share in spiritual reflection
- take responsibility and make choices
- undertake new and challenging activities
- make and live by their Promise.

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.

### Risk and Internal Control

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

Reduction or loss of members. The Group provides activities for all young people aged 6 to 14. If there was a reduction in membership in a particular section or the group as 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.

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, village hall or other Scout Groups.

The Group has sufficient buildings and contents insurance in place to militate 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.

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.

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 over a materiality threshold and comprehensive insurance policies to ensure that insurable risks are covered.

### Achievements and performance

The Beaver, Cub and Scout Sections have continued to grow during the year.

The Scouts have continued to have a good links with the local explorer unit.

After a very long time in the planning, fundraising and building, our brand new Scout HQ opened in September 2019. It has been a fantastic asset to the Group.

### Financial Review

There is potentially a liability of up to £28,000 owing to GA Harper Ltd in relation to their final account for the building of the Scout pavilion. However, this would be subject to agreement from both parties. All invoices including the 5% retention have been paid and GA Harper have not requested payment of this final amount.

**1st Ightham Scout Group**  
**Report of the Trustees for the year ended 31<sup>st</sup> March 2023**

# 1st Ightham Scout Group

## Report of the Trustees for the year ended 31<sup>st</sup> March 2023

### Financial Review continued

The Group does not have sufficient funds to invest in longer term investments. The Group has therefore adopted a risk adverse strategy to the investment of its funds. All funds are held in cash using only mainstream banks or building societies.

### 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.

### Statement of Trustees Responsibilities

The trustees are responsible for preparing the financial statements in accordance with applicable law and United Kingdom Generally Accepted Accounting Practice. Charity law requires the trustees to prepare financial statements for each financial year. Under that law the trustees have elected to prepare the financial statements in accordance with the United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). The financial statements are required by law to give a true and fair view of the state of affairs of the charity and of the surplus or deficit of the charity for that period. In preparing those financial statements, the trustees are required to:

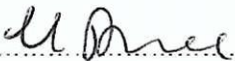
- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.


The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 1993. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities

### Declaration

The trustees declare that they have approved the trustees' report above.  
Signed on behalf of the charity's trustees

Signatures

  
M Dunn  
Chair

  
P Lloyd  
Treasurer

Date:

**1st Ightham Scout Group**  
**Report of the Trustees for the year ended 31<sup>st</sup> March 2023**

**1st Ightham Scout Group**  
**Income and Expenditure account for the year ended 31<sup>st</sup> March 2023**

		-----	---2022/23---	-----	-----	---2021/22---	-----
		Unrestricted	Restricted	Total	Unrestricted	Restricted	Total
<u>Opening Balance</u>	Bank - Savings	£87,291	£724	£88,015	£85,476	£2,530	£88,006
	Bank - Current	£14,216	£0	£14,216	£8,565	£0	£8,565
	Camp Account	£4,189	£0	£4,189	£4,715	£0	£4,715
<b>TOTAL B/F</b>		<b>£105,696</b>	<b>£724</b>	<b>£106,420</b>	<b>£98,756</b>	<b>£2,530</b>	<b>£101,286</b>
<b>PLUS INCOME:</b>							
	Subs	£9,479	£0	£9,479	£10,041	£0	£10,041
	Bank Interest	£387	£0	£387	£9	£0	£9
	Donations/Grants/Sale/Hire of equipt	£14,377	£0	£14,377	£14,705	£0	£14,705
	Newspaper Recycling	£0	£0	£0	£0	£0	£0
	Camp Fees/Activities/Trips	£0	£0	£0	£100	£0	£100
	Gift Aid	£8,929	£0	£8,929	£2,118	£0	£2,118
	Raffle Ticket sales	£0	£0	£0	£0	£0	£0
	Camp Account	£18,414	£0	£18,414	£9,223	£0	£9,223
<b>TOTAL INCOME</b>		<b>£51,587</b>	<b>£0</b>	<b>£51,587</b>	<b>£36,197</b>	<b>£0</b>	<b>£36,197</b>
<b>LESS EXPENDITURE:</b>							
	Insurance	£871	£0	£871	£0	£0	£0
	Electricity	£0	£0	£0	£0	£0	£0
	Hut						
	Repairs/upkeep	£15,175	£0	£15,175	£4,314	£0	£4,314
	Gifts/Prizes/Hospitality	£398	£0	£398	£926	£0	£926
	Admin/tel/sundries	£0	£0	£0	£1,164	£0	£1,164
	Equipment	£1,202	£0	£1,202	£2,135	£0	£2,135
	Training/Uniform/Mileage	£0	£0	£0	£1,774	£0	£1,774
	Capitation	£4,765	£0	£4,765	£4,428	£0	£4,428
	Badges	£208	£0	£208	£478	£0	£478
	Camp Fees	£4,317	£0	£4,317	£0	£0	£0
	Activities	£7,080	£0	£7,080	£4,290	£0	£4,290
	New Hut	£0	£0	£0	£0	£1,806	£1,806
	Camp Account	£15,961	£0	£15,961	£9,749	£0	£9,749
<b>TOTAL EXPENDITURE</b>		<b>£49,977</b>	<b>£01</b>	<b>£49,977</b>	<b>£29,258</b>	<b>£1,806</b>	<b>£31,064</b>
<u>Closing Balance</u>	Bank - Savings	£87,679	£724	£88,403	£87,291	£724	£88,015
	Bank - Current	£12,985	£0	£12,985	£14,216	£0	£14,216
	Less O/S payts	£0	£0	£0	£0	£0	£0
	Plus income due	£0	£0	£0	£0	£0	£0
	Camp Account	£6,643	£0	£6,643	£4,189	£0	£4,189
<b>TOTAL C/F</b>		<b>£107,307</b>	<b>£724</b>	<b>£108,031</b>	<b>£105,695</b>	<b>£724</b>	<b>£106,420</b>

**1st Ightham Scout Group  
Report of the Trustees for the year ended 31<sup>st</sup> March 2023**

	Camp Account	£6,643	£0	£6,643	£4,189	£0	£4,189
<b>TOTAL C/F</b>		<b>£107,307</b>	<b>£724</b>	<b>£108,031</b>	<b>£105,695</b>	<b>£724</b>	<b>£106,420</b>

**1st Ightham Scout Group  
Statement of Assets and Liabilities as at 31<sup>st</sup> March 2023**

2023

**Non-monetary Assets for charities own use (current value)**

Old Building	-
New Scout Hut	£520,197
Additional equipment	£900
Tentage	£9,899
Canoes	£7,695
Trailer 1	£1,907
Trailer 2	£2,250
Trailer 3	<u>£3,240</u>
	£25,891

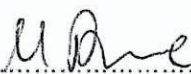
Note: all assets (other than the New Scout Hut) have been depreciated to their minimum insurable value.

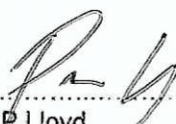
**Cash Funds**

Bank - Savings	£88,403
Bank - Current	£12,985
Less O/S payments	£0
Plus income due	£0
Camp Account	<u>£6,643</u>
	£19,628
Net Position	£654,119

The above Income and Expenditure Account and Statement of Assets and Liabilities were approved by the trustees and signed on their behalf by

Signatures .....

  
M Dunn M. DUNNE,  
Chairman

  
P Lloyd  
Treasurer

**1st Ightham Scout Group  
Report of the Trustees for the year ended 31<sup>st</sup> March 2023**

**Independent Examiner's Report to the Trustees of 1<sup>st</sup> Ightham Scout Group,  
Charity Registration Number 1039620**

I hereby report on the accounts of 1<sup>st</sup> Ightham Scout Group for the year ended 31<sup>st</sup> March 2023, which are set out in the attached pages 5 and 6.

**Respective responsibilities of trustees and examiner**

The trustees are responsible for the preparation of the accounts for the charity. The charity's trustees consider that an audit is not required for this year (under section 43(2) of the Charities Act 1993 (the Act), as amended by s.28 of the Charities Act 2006) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts (under section 43 of the Act, as amended),
- to follow the procedures laid down in the General Directions given by the Charity Commission (under section 43(7)(b) of the Act, as amended), and to state whether particular matters have come to my attention.

**Basis of independent examiner's report**

My examination was carried out in accordance with General Directions given by the Charity Commission. 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 seeking explanations from the 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 accounts.

**Independent examiner's statement**

In the course of my examination, no matter has come to my attention

1) which gives me reasonable cause to believe that in, any material respect, the trustees have not met the requirements to ensure that:

- proper accounting records are kept (in accordance with section 41 of the Act); and
- accounts are prepared which agree with the accounting records and comply with the accounting requirements of the Act; or

2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signature .....  .....

Date

Mr Simon Collins

**1ST IGHTHAM SCOUT GROUP**

England & Wales - Charity number 1039620

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# Accounts

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**1st Ightham Scout Group**  
**Report and Accounts for the year ended 31<sup>st</sup> March 2022**

**1st Ightham Scout Group**  
**Report of the Trustees for the year ended 31<sup>st</sup> March 2022**

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Statement of Assets and Liabilities	6
Independent Examiners Report	7

# **1st Ightham Scout Group**

## **Report of the Trustees for the year ended 31<sup>st</sup> March 2022**

The trustees present their report and financial statements for the Year Ended 31<sup>st</sup> March 2022. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities".

### **Reference and Administrative details**

Registered Charity number: 1039620

Address: Ightham Scout Pavilion, Sevenoaks Road, Ightham, TN15 9AD

Trustees:

Jason Murray - Group Chairman

James Reid - Group Scout Leader

Patrick Lloyd – Treasurer

Caron Pullinger – Secretary

Michael Cooper – Committee Member

Amanda Cosgrove – Committee Member

### **Structure, governance and management**

The Group is a charitable trust established under its rules which are common to all Scouts.

The Group's governing documents are those of The Scout Association.

They consist of a Royal Charter (granted in 1912), which in turn gives authority to the Bye Laws of the Association and The Policy, Organisation and Rules of The Scout Association.

The Group is managed by the Group Executive Committee, the members of which are the 'Charity Trustees' of the Scout Group which is an educational charity. Trustees 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.

The Committee consists of two independent representatives – the Chair and Treasurer together with the Group Scout Leaders, individual section leaders and parent's representation and meets every 4 months.

Members of the Executive Committee complete 'Essential Information for Executive Committee' training within the first 5 months of joining the committee.

This Group Executive Committee exists to support the Group Scout Leader in meeting the responsibilities of the appointment and is responsible for the maintenance of Group property.

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### **Objectives and activities**

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 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 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.

# 1st Ightham Scout Group

## Report of the Trustees for the year ended 31<sup>st</sup> March 2022

### Objectives and activities continued

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
- share in spiritual reflection
- take responsibility and make choices
- undertake new and challenging activities
- make and live by their Promise.

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.

### Risk and Internal Control

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

Reduction or loss of members. The Group provides activities for all young people aged 6 to 14. If there was a reduction in membership in a particular section or the group as 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.

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The Scouts have continued to have a good links with the local explorer unit.

After a very long time in the planning, fundraising and building, our brand new Scout HQ opened in September 2019. It has been a fantastic asset to the Group.

### Financial Review

There is potentially a liability of up to £28,000 owing to GA Harper Ltd in relation to their final account for the building of the Scout pavilion. However, this would be subject to agreement from both parties. All invoices including the 5% retention have been paid and GA Harper have not requested payment of this final amount.

# 1st Ightham Scout Group

## Report of the Trustees for the year ended 31<sup>st</sup> March 2022

### Financial Review continued

The Group does not have sufficient funds to invest in longer term investments. The Group has therefore adopted a risk adverse strategy to the investment of its funds. All funds are held in cash using only mainstream banks or building societies.

### 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.

### Statement of Trustees Responsibilities

The trustees are responsible for preparing the financial statements in accordance with applicable law and United Kingdom Generally Accepted Accounting Practice. Charity law requires the trustees to prepare financial statements for each financial year. Under that law the trustees have elected to prepare the financial statements in accordance with the United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). The financial statements are required by law to give a true and fair view of the state of affairs of the charity and of the surplus or deficit of the charity for that period. In preparing those financial statements, the trustees are required to:

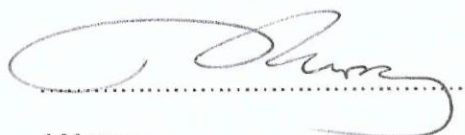
- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 1993. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities

### Declaration

The trustees declare that they have approved the trustees' report above.  
Signed on behalf of the charity's trustees

Signatures



J Murray  
Chairman



P Lloyd  
Treasurer

Date:

21 / 1 / 2023

**1st Ightham Scout Group**  
**Report of the Trustees for the year ended 31<sup>st</sup> March 2022**

**1st Ightham Scout Group**  
**Income and Expenditure account for the year ended 31<sup>st</sup> March 2022**

		-----	---2021/22---	-----	-----	---2020/21---	-----
		Unrestricted	Restricted	Total	Unrestricted	Restricted	Total
<u>Opening Balance</u>	Bank - Savings	£85,476	£2,530	£88,006	£68,006	£27,961	£95,967
	Bank - Current	£8,565	£0	£8,565	£4,310	£0	£4,310
	Camp Account	£4,715	£0	£4,715	£4,784	£0	£4,784
<b><u>TOTAL B/F</u></b>		<b>£98,756</b>	<b>£2,530</b>	<b>£101,286</b>	<b>£77,100</b>	<b>£27,961</b>	<b>£105,061</b>
<b><u>PLUS INCOME:</u></b>							
	Subs	£10,041	£0	£10,041	£7,830	£0	£7,830
	Bank Interest	£9	£0	£9	£39	£0	£39
	Donations/Grants/Sale/Hire of equip	£14,705	£0	£14,705	£20,317	£0	£20,317
	Newspaper Recycling	£0	£0	£0	£653	£0	£653
	Camp Fees/Activities/Trips	£100	£0	£100	£0	£0	£0
	Gift Aid	£2,118	£0	£2,118	£2,398	£0	£2,398
	Raffle Ticket sales	£0	£0	£0	£0	£0	£0
	Camp Account	£9,223	£0	£9,223	£124	£0	£124
<b><u>TOTAL INCOME</u></b>		<b>£36,197</b>	<b>£0</b>	<b>£36,197</b>	<b>£31,361</b>	<b>£0</b>	<b>£31,361</b>
<b><u>LESS EXPENDITURE:</u></b>							
	Insurance	£0	£0	£0	£42	£0	£42
	Electricity	£0	£0	£0	£175	£0	£175
	Hut Repairs/upkeep	£4,314	£0	£4,314	£409	£0	£409
	Gifts/Prizes/Hospitality	£926	£0	£926	£164	£0	£164
	Admin/tel/sundries	£1,164	£0	£1,164	£632	£0	£632
	Equipment	£2,135	£0	£2,135	£1,466	£0	£1,466
	Training/Uniform/Mileage	£1,774	£0	£1,774	£40	£0	£40
	Capitation	£4,428	£0	£4,428	£3,941	£0	£3,941
	Badges	£478	£0	£478	£731	£0	£731
	Camp Fees	£0	£0	£0	£0	£0	£0
	Activities	£4,290	£0	£4,290	£1,913	£0	£1,913
	New Hut	£0	£1,806	£1,806	£0	£25,431	£25,431
	Camp Account	£9,749	£0	£9,749	£193	£0	£193
<b><u>TOTAL EXPENDITURE</u></b>		<b>£29,257</b>	<b>£1,806</b>	<b>£31,063</b>	<b>£9,705</b>	<b>£25,431</b>	<b>£35,136</b>
<u>Closing Balance</u>	Bank - Savings	£87,291	£724	£88,015	£85,476	£2,530	£88,006
	Bank - Current	£14,216	£0	£14,216	£8,565	£0	£8,565
	Less O/S payts	£0	£0	£0	£0	£0	£0
	Plus income due	£0	£0	£0	£0	£0	£0
	Camp Account	£4,189	£0	£4,189	£4,715	£0	£4,715
<b><u>TOTAL C/F</u></b>		<b>£105,695</b>	<b>£724</b>	<b>£106,420</b>	<b>£98,756</b>	<b>£2,530</b>	<b>£101,286</b>

**1st Ightham Scout Group  
Report of the Trustees for the year ended 31<sup>st</sup> March 2022**

**1st Ightham Scout Group  
Statement of Assets and Liabilities as at 31<sup>st</sup> March 2022**

	<u>2022</u>	<u>2021</u>
<b><u>Non-monetary Assets for charities own use (current value)</u></b>		
Old Building	-	-
New Scout Hut	£520,197	£520,197
Additional equipment	£900	£0
Tentage	£9,899	£8,831
Canoes	£7,695	£7,695
Trailer 1	£1,907	£1,907
Trailer 2	£2,250	£2,250
Trailer 3	<u>£3,240</u>	<u>£3,240</u>
	£25,891	£23,923

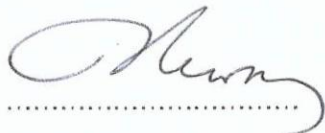
Note: all assets (other than the New Scout Hut) have been depreciated to their minimum insurable value.

**Cash Funds**

Bank - Savings	£88,015	£88,006
Bank - Current	£14,216	£8,565
Less O/S payments	£0	£0
Plus income due	£0	£0
Camp Account	<u>£4,189</u>	<u>£4,715</u>
	£18,405	£13,280
Net Position	£652,508	£645,406

The above Income and Expenditure Account and Statement of Assets and Liabilities were approved by the trustees and signed on their behalf by

Signatures .....



J Murray  
Chairman



P Lloyd  
Treasurer

Date:

21/1/2023

**1st Ightham Scout Group  
Report of the Trustees for the year ended 31<sup>st</sup> March 2022**

**Independent Examiner's Report to the Trustees of 1<sup>st</sup> Ightham Scout Group,  
Charity Registration Number 1039620**

I hereby report on the accounts of 1<sup>st</sup> Ightham Scout Group for the year ended 31<sup>st</sup> March 2022, which are set out in the attached pages 5 and 6.

**Respective responsibilities of trustees and examiner**

The trustees are responsible for the preparation of the accounts for the charity. The charity's trustees consider that an audit is not required for this year (under section 43(2) of the Charities Act 1993 (the Act), as amended by s.28 of the Charities Act 2006) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts (under section 43 of the Act, as amended),
- to follow the procedures laid down in the General Directions given by the Charity Commission (under section 43(7)(b) of the Act, as amended), and to state whether particular matters have come to my attention.

**Basis of independent examiner's report**

My examination was carried out in accordance with General Directions given by the Charity Commission. 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 seeking explanations from the 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 accounts.

**Independent examiner's statement**

In the course of my examination, no matter has come to my attention

- 1) which gives me reasonable cause to believe that in, any material respect, the trustees have not met the requirements to ensure that:
  - proper accounting records are kept (in accordance with section 41 of the Act); and
  - accounts are prepared which agree with the accounting records and comply with the accounting requirements of the Act; or
- 2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signature ..... 

Date 17.12.2022

Mr Simon Collins

**1ST IGHTHAM SCOUT GROUP**

England & Wales - Charity number 1039620

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# Accounts

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**1st Ightham Scout Group**  
**Report and Accounts for the year ended 31<sup>st</sup> March 2021**

**1st Ightham Scout Group**  
**Report of the Trustees for the year ended 31<sup>st</sup> March 2021**

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Statement of Assets and Liabilities	6
Independent Examiners Report	7

# **1st Ightham Scout Group**

## **Report of the Trustees for the year ended 31<sup>st</sup> March 2021**

The trustees present their report and financial statements for the Year Ended 31<sup>st</sup> March 2021. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities".

### **Reference and Administrative details**

Registered Charity number: 1039620

Address: Ightham Scout Pavilion, Sevenoaks Road, Ightham, TN15 9AD

Trustees:

Jason Murray - Group Chairman

James Reid - Group Scout Leader

Nick Sheldon – Treasurer (Resigned)

Patrick Lloyd – Treasurer

Caron Pullinger – Secretary

Michael Cooper – Committee Member

Amanda Cosgrove – Committee Member

### **Structure, governance and management**

The Group is a charitable trust established under its rules which are common to all Scouts.

The Group's governing documents are those of The Scout Association.

They consist of a Royal Charter (granted in 1912), which in turn gives authority to the Bye Laws of the Association and The Policy, Organisation and Rules of The Scout Association.

The Group is managed by the Group Executive Committee, the members of which are the 'Charity Trustees' of the Scout Group which is an educational charity. Trustees 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.

The Committee consists of two independent representatives – the Chair and Treasurer together with the Group Scout Leaders, individual section leaders and parent's representation and meets every 4 months.

Members of the Executive Committee complete 'Essential Information for Executive Committee' training within the first 5 months of joining the committee.

This Group Executive Committee exists to support the Group Scout Leader in meeting the responsibilities of the appointment and is responsible for the maintenance of Group property.

Appointment of new trustees is by requesting volunteers from parents or the local community as appropriate. The potential trustee is given information to enable them to understand the role they will be fulfilling, the work involved and their responsibilities.

### **Objectives and activities**

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 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 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.

# **1st Ightham Scout Group**

## **Report of the Trustees for the year ended 31<sup>st</sup> March 2021**

### **Objectives and activities continued**

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
- share in spiritual reflection
- take responsibility and make choices
- undertake new and challenging activities
- make and live by their Promise.

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.

### **Risk and Internal Control**

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

Reduction or loss of members. The Group provides activities for all young people aged 6 to 14. If there was a reduction in membership in a particular section or the group as 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.

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, village hall or other Scout Groups.

The Group has sufficient buildings and contents insurance in place to militate 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.

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.

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.

### **Achievements and performance**

The Beaver, Cub and Scout Sections have continued to grow during the year.

The Scouts have continued to have a good links with the local explorer unit.

The Scouts highlight of the year was the Mereworth camp.

After a very long time in the planning, fundraising and building, our brand new Scout HQ opened in September 2019. It has been a fantastic asset to the Group and meant we could run a full programme of indoor activities over the winter months.

With the extra space it means we have been able to restart meetings safely following the government Covid-19 guidelines.

### **Financial Review**

There is potentially a liability of up to £28,000 owing to GA Harper Ltd in relation to their final account for the building of the Scout pavilion. However, this would be subject to agreement from both parties. All invoices including the 5% retention have been paid and GA Harper have not requested payment of this final amount.

# 1st Ightham Scout Group Report of the Trustees for the year ended 31<sup>st</sup> March 2021

## Financial Review continued

The Group does not have sufficient funds to invest in longer term investments. The Group has therefore adopted a risk adverse strategy to the investment of its funds. All funds are held in cash using only mainstream banks or building societies.

## 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.

## Statement of Trustees Responsibilities

The trustees are responsible for preparing the financial statements in accordance with applicable law and United Kingdom Generally Accepted Accounting Practice. Charity law requires the trustees to prepare financial statements for each financial year. Under that law the trustees have elected to prepare the financial statements in accordance with the United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). The financial statements are required by law to give a true and fair view of the state of affairs of the charity and of the surplus or deficit of the charity for that period. In preparing those financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 1993. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities

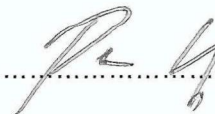
## Declaration

The trustees declare that they have approved the trustees' report above.  
Signed on behalf of the charity's trustees

Signatures



J Murray  
Chairman



P Lloyd  
Treasurer

Date:

**1st Ightham Scout Group**  
**Report of the Trustees for the year ended 31<sup>st</sup> March 2021**

**1st Ightham Scout Group**  
**Income and Expenditure account for the year ended 31<sup>st</sup> March 2021**

		-----	2021/20	-----	-----	2020/19	-----
		Unrestricted	Restricted	Total	Unrestricted	Restricted	Total
<u>Opening</u>							
<u>Balance</u>	Bank - Savings	£68,006	£27,961	£95,967	£332,631	£24,375	£357,006
	Bank - Current	£4,310	£0	£4,310	£56,366	£3,586	£59,951
	Camp Account	£4,784	£0	£4,784	£2,578	£0	£2,578
<b>TOTAL B/F</b>		<b>£77,100</b>	<b>£27,961</b>	<b>£105,061</b>	<b>£391,574</b>	<b>£27,961</b>	<b>£419,534</b>
<b>PLUS INCOME:</b>							
	Subs	£7,830	£0	£7,830	£8,253	£0	£8,253
	Bank Interest	£39	£0	£39	£359	£320	£0
	Donations/Grants/Sale/Hire of equipt	£20,317	£0	£20,317	£447,887	£13,052	£0
	Newspaper Recycling	£653	£0	£653	£321	£242	£0
	Camp Fees/Activities/Trips	£0	£0	£0	£90	£0	£0
	Gift Aid	£2,398	£0	£2,398	£3,392	£0	£3,392
	Raffle Ticket sales	£0	£0	£0	£3,035	£2,841	£0
	Camp Account	£124	£0	£124	£10,907	£17,513	£0
<b>TOTAL INCOME</b>		<b>£31,361</b>	<b>£0</b>	<b>£31,361</b>	<b>£472,928</b>	<b>£45,613</b>	<b>£0</b>
<b>LESS EXPENDITURE:</b>							
	Insurance	£42	£0	£42	£560	£0	£560
	Electricity	£175	£0	£175	£479	£0	£479
	Hut Repairs	£409	£0	£409	£2,628	£0	£2,628
	Gifts/Prizes/Hospitality	£2,876	£0	£2,876	£828	£2,876	£0
	Admin/tel/sundries	£2,844	£0	£2,844	£1,097	£2,844	£0
	Equipment	£1,466	£0	£1,466	£2,684	£0	£2,684
	Training/Uniform/Mileage	£899	£0	£899	£1,289	£899	£0
	Capitation	£3,941	£0	£3,941	£3,792	£0	£3,792
	Badges	£731	£0	£731	£936	£0	£936
	Camp Fees	£0	£0	£0	£1,625	£0	£1,625
	Activities	£1,913	£0	£1,913	£1,792	£0	£1,792
	New Hut	£0	£25,431	£25,431	£320,610	£0	£320,610
	Camp Account	£193	£0	£193	£9,873	£15,306	£0
<b>TOTAL EXPENDITURE</b>		<b>£9,705</b>	<b>£25,431</b>	<b>£35,136</b>	<b>£227,068</b>	<b>£357,031</b>	<b>£0</b>
<u>Closing</u>							
<u>Balance</u>	Bank - Savings	£85,476	£2,530	£88,006	£68,006	£27,961	£95,967
	Bank - Current	£8,565	£0	£8,565	£4,310	£0	£4,310
	Less O/S payts	£0	£0	£0	£0	£0	£0
	Plus income due	£0	£0	£0	£0	£0	£0
	Camp Account	£4,715	£0	£4,715	£4,784	£0	£4,784
<b>TOTAL C/F</b>		<b>£98,756</b>	<b>£2,530</b>	<b>£101,286</b>	<b>£77,101</b>	<b>£27,961</b>	<b>£105,061</b>

**1st Ightham Scout Group**  
**Report of the Trustees for the year ended 31<sup>st</sup> March 2021**

**1st Ightham Scout Group**  
**Statement of Assets and Liabilities as at 31<sup>st</sup> March 2021**

	<u>2021</u>	<u>2020</u>
<b><u>Non-monetary Assets for charities own use (current value)</u></b>		
Old Building	-	-
New Scout Hut	£520,197	£520,197
Tentage	£8,831	£8,831
Canoes	£7,695	£7,695
Trailer 1	£1,907	£1,907
Trailer 2	£2,250	£2,250
Trailer 3	<u>£3,240</u>	<u>£3,240</u>
	£23,923	£23,923

Note: all assets (other than the New Scout Hut) have been depreciated to their minimum insurable value

**Cash Funds**


Bank - Savings	£88,006	£95,967
Bank - Current	£8,565	£4,310
Less O/S payments	£0	£0
Plus income due	£0	£0
Camp Account	<u>£4,715</u>	<u>£4,784</u>
	£13,280	£9,094
Net Position	£645,406	£649,181

The above Income and Expenditure Account and Statement of Assets and Liabilities were approved by the trustees and signed on their behalf by

Signatures



J Murray  
Chairman



P Lloyd  
Treasurer

Date:

**1st Ightham Scout Group  
Report of the Trustees for the year ended 31<sup>st</sup> March 2021**

**1st Ightham Scout Group  
Report of the Trustees for the year ended 31<sup>st</sup> March 2021**

**Independent Examiner's Report to the Trustees of 1<sup>st</sup> Ightham Scout Group,  
Charity Registration Number 1039620**

I hereby report on the accounts of 1<sup>st</sup> Ightham Scout Group for the year ended 31<sup>st</sup> March 2021, which are set out in the attached pages 5 and 6.

**Respective responsibilities of trustees and examiner**

The trustees are responsible for the preparation of the accounts for the charity. The charity's trustees consider that an audit is not required for this year (under section 43(2) of the Charities Act 1993 (the Act), as amended by s.28 of the Charities Act 2006) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts (under section 43 of the Act, as amended),
- to follow the procedures laid down in the General Directions given by the Charity Commission (under section 43(7)(b) of the Act, as amended), and to state whether particular matters have come to my attention.

**Basis of independent examiner's report**

My examination was carried out in accordance with General Directions given by the Charity Commission. 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 seeking explanations from the 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 accounts.

**Independent examiner's statement**

In the course of my examination, no matter has come to my attention

- 1) which gives me reasonable cause to believe that in, any material respect, the trustees have not met the requirements to ensure that:
  - proper accounting records are kept (in accordance with section 41 of the Act); and
  - accounts are prepared which agree with the accounting records and comply with the accounting requirements of the Act; or
- 2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signature .....  .....

Date 21/01/2022

Mr James ~~Hitchcock~~ Hitchcock