

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

10th Worcester Scout Group

Other names the charity is known by

Registered charity number (if any)

1 0 4 1 2 1 5

Charity's principal address

Crown East Scout Hut
Crown East Forest
Crown East, Rushwick
Worcester
WR2 5TU

Names of the charity trustees who manage the charity

	Trustee Name	Office (if any)	Dates acted if not for whole year
1	Jayne Mobberley	Chairperson	
2	Vacant	Group Scout Leader	
3	Lee Kelsall	Treasurer	
4	Helen Roberts	Trustee	
5	Ken Shellam	Trustee	
6	Jay McGuiness	Trustee	
7	Elizabeth Baldwin	Trustee	
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Section A**Reference and administration details (continued)**

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

Type of advisor	Name	Address

Section B**Structure, governance and management**

Description of the charity's trusts

Type of governing document

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.

(e.g. trust deed, constitution)

How the charity is constituted

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

(e.g. trust, association, company)

Trustee selection methods

The Trustees are appointed in accordance with the Policy, Organisation and Rules of The Scout Association.

(e.g. appointed by, elected by)

Additional governance issues (optional information but encouraged as best practice)

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

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

The Group Trustee Board manages the Scout Group, an educational charity, ensuring legal compliance such as registration, accounting, and reporting to the Charity Commission. The Board includes two independent representatives, a Chair, Treasurer, Group Lead, and other trustees, meeting quarterly. The Board supports the Group Lead by overseeing:

- Maintenance of property;
- Fundraising and finances;
- Insurance for people, property, and equipment;
- Public events;
- Recruitment of leaders and adult support;
- Appointment of necessary subcommittees.

Risk and Internal Control

The Group Executive Committee has identified the primary risks facing the Group, reviewed these concerns, and established systems to mitigate them. The main areas of concern are as follows:

- Damage to buildings, property, and equipment: In such cases, the Group would request use of facilities and equipment from neighbouring organisations, including the church community centre and other Scout Groups. Reciprocal arrangements exist with these organisations. The Group maintains adequate buildings and contents insurance to mitigate against permanent loss.
- Injury to leaders, helpers, supporters, and members: Through capitation fees, the Group contributes to the Scout Association's national accident insurance policy. Risk assessments are conducted prior to all activities.
- Reduced income from fundraising: The Group primarily relies on subscriptions and fundraising income. A reserve fund is held to ensure continuity of activities in the event of a significant reduction in income. The Committee may consider increasing subscription values to bolster ongoing income, either temporarily or permanently.
- Reduction or loss of leaders: The Group depends entirely on volunteers for operational and administrative activities. Should there be an unacceptable decrease in the number of leaders within a section or the Group overall, contraction, consolidation, or closure of sections may be necessary. In the most severe case, this could result in complete closure of the Group.
- Reduction or loss of members: The Group provides activities for young people aged 6 to 18. A decrease in membership within a section or the Group as a whole could necessitate contraction, consolidation, or closure of sections. In the worst-case scenario, this could lead to closure of the Group.

Summary of the objects of the charity
set out in its governing document

The group's objectives align with The Scout Association's aim to help young people develop their physical, intellectual, social, and spiritual potential as individuals and citizens. This is achieved through enjoyable, progressive training based on the Scout Promise and Law, guided by adult leadership.

Summary of the main activities
in relation to these objects

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 grant making;
- contribution made by volunteers.

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

Recruited more adults to the leadership team.

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 Group Executive Committee considers that the group should hold a sum equivalent to twelve months running costs, circa £10,000.

Quantify and explain any designations

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

Section G	Declaration
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The trustees declare that they have approved the trustees' report above

Signed on behalf of the charity's trustees

Signature(s)	J Mobberley	L Kelsall
Full name(s)	Jayne Mobberley	Lee Kelsall
Position (eg Secretary, Chair)	Chairperson	Treasurer
Date	11/01/2026	

2024-2025**Income**

Bank Interest	105.27
Donation	3,836.26
Events	110.00
Events - Beavers	1,399.00
Events - Cubs	3,976.00
Events - Explorers	1,355.50
Events - Scouts	2,594.52
Fundraising	5,261.85
Meetings	0.00
Membership Fees	15,879.96
Rent	40.00

Expense

Activity Equipment	420.89
Admin	185.24
Badges	844.48
Bank Fees	847.33
Camping Equipment	2,793.05
Events	3,425.59
Events - Beavers	241.92
Events - Cubs	1,834.05
Events - Explorers	702.00
Events - Scouts	829.58
Insurance	1,093.02
Meetings	53.56
Meetings - Beavers	116.91
Meetings - Cubs	766.29
Meetings - Explorers	290.32
Meetings - Scouts	14.11
Membership Costs	10,469.00
Rent	764.53
Training	30.00
Utilities	787.73
Venue Maintenance	847.40

Account balances

Lloyds Bank C/A 00146450	1,744.74
Lloyds Bank D/A 24674863	10,552.09
Lloyds Bank 95 Day Notice	0.00

Summary

Account balance brought forward	5,095.47
Total income	34,558.36
Total expenditure	27,357.00
Net income	7,201.36

Account balance carried forward

12,296.83

To whom it may concern

Here's my summary of the checks of financials I was asked to look at for 2024-25.

From what I can conclude, the records are accurate and up to date, aside from one discrepancy which I have highlighted.

W.r.t to the overall report (front page document of the binder).

I assume:

- The 2024-25 financial run from April 2024 to end of March 2025.
- That 2025-26 runs April 2025 to end of May 2026.
- I assume that the focus of the review is on the 2024-25 period only.

Closing balance of account C/A 00146450:

- The closing balance as of end March 2025 matches the bank statement.
- I cannot see account statements from April 2025 onwards so I can't confirm that the balance as listed in the report under 2025-26 column is correct.

Closing balance of account D/A 24674863:

- I can confirm that the closing balance as of end March 2025 matches the bank statement.
- The closing balance listed in column 2025-26 matches end of May 2025.

I can confirm that the values in the overall report for 2024-25 for

- Total income
- Total expenditure
- Net income
- All sub income/expense categories

All correctly match the amounts reported in the "Journal" tab of the spreadsheet (and that the "Journal" tab correctly reflects the totals in the Income and Expenses tab).

Assuming the "account balance brought forward" amount (£5095) is correct, then I can confirm that the "account balance carried forward amount" is also correct.

This should, and does, align correctly with the sum of the closing balances in the bank accounts.

I have cross checked the sum of the closing balance of the accounts from 2023-24 and can confirm that this value was indeed £5095.

It is my belief that all of the information on overall report (front page document) accurately reflects the accounts.

I have checked the expenses invoices against for expenses captured for each month.
Some observations:

- Recorded ID 101 British Gas payment of £71.75, 8 Aug 2024, matches the bank statement. However, the invoice for 101 shows payment of £68.91. I suspect it's the incorrect month's invoice?
- I am not able to open invoice "2024-08-19 - 102 - MRJ190824a2.pdf"
- ID 158. Expense claim is £64, whereas the invoice for ID158 is £128.61. Not sure that these are the same items?
- **recorded ID 254 for 26 Feb 2025.** The invoice (generated by onlinescoutmanager) is a summation of many line items and also includes the invoices for each item. **I cannot find the invoice for item 20 for £583.68 (4x expedition tents).** I was able to find the separate invoice for line 10 (2x expedition tents). Something may have gone wrong in the export from the onlinescoutmanager? The easiest check might be to confirm that you received 6x expedition tents?
- The invoice for ID 300, doesn't show the amount with VAT, however once VAT is added, this matches the claim that was made.

best regards
Malcolm Dingle

13 Sept 2025
