



Trustees' Annual Report for the period

From	Period start date			to	Period end date		
	1	April	2023		31	March	2024

Reference and administration details

Charity name 1st Chertsey Scout Group

Other names charity is known by Scout Association Registration No 5829

Registered charity number 1055895

Charity's principal address 1st Chertsey Scout HQ

Staines Lane

Chertsey, Surrey

Postcode KT16 8PS

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Mr David Moore	Group Scout Leader		
2	Mrs Susan Keane	Treasurer		
3	Mr Stephen Wasley	Cub Leader	To 29/09/2023	
4	Mrs Louise Athersuch	Cub Leader	To 29/09/2023	
5	Mrs Katy Valiant	Beaver Leader		
6	Mr Tim Cane	Scout Leader		
7	Mrs Yvonne Barnes	Committee Member	To 29/09/2023	
8	Mr Peter Austin	Committee Member	To 29/09/2023	
9	Mr Steve Valiant	Cub Leader	To 29/09/2023	
10	Dr Toby Athersuch	Group Chairman		
11	Mrs Alexandra Schofield	Beaver Leader		
12	Mrs Judy Bowden-Black	Secretary		
13	Dr Brian Perry BEM	Fundraising Lead		
14	Mr Ben Roydhouse	Cub Leader	From 29/09/2023	
15	Mrs Emma Sharp	Cub Leader	From 29/09/2023	

Names and addresses of advisers (Optional information)

Type of advisor	Name	Address

Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	The Group's governing documents are those of The Scout Association. They consist of a Royal Charter, which in turn gives authority to the Bye Laws of the Association and The Policy, Organisation and Rules of The Scout Association.
How the charity is constituted (eg. trust, association, company)	The Group is a trust established under its rules that are common to all Scout Groups.
Trustee selection methods (eg. 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)

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

- Policies and procedures adopted for the induction and training of trustees.
- The charity's organisational structure and any wider network with which the charity works.
- Relationship with any related parties.
- Trustees' consideration of major risks and the system and procedures to manage them.

The Group is managed by the Group Executive Committee*, the members of which are the 'Charity Trustees' of the Scout Group, an educational charity. As charity trustees they are responsible for complying with legislation applicable to charities.

The Committee consists of Chair, Treasurer and Secretary together with the Group Scout Leader, individual Section Leaders (with their specific agreement) and parents' and friends' representation; the Group Executive Committee meets regularly by mutual agreement. 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;
- The raising of funds and the administration of Group finance;
- The insurance of persons, property and equipment;
- Group public occasions;
- Assisting in the recruitment of leaders and other adult support;
- Appointing any sub committees that may be required;
- Appointing Group Administrators and Advisors other than those who are elected.

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 mitigate against them. The main areas of concern that have been identified are:

1) Injury to leaders, helpers, supporters and members. The Group through the capitation fees contributes to the Scout Association's national accident insurance policy and the Surrey Scouts' policy, and separate insurance is in place for non-uniformed helpers. Risk Assessments are undertaken before all activities. 2) 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 two signatories for all payments.

*Note: At the end of this reporting period (from April 2023), the term "Executive Committee" was replaced by the term "Trustee Board"

Objectives and activities

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

The objectives of the Group are as a unit of the Scout Association. The Aim of The Scout Association is 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. The method of achieving the Aim of the Association is by providing an enjoyable and attractive scheme of progressive training, based on the Scout Promise and Law and guided by adult leadership.

Summary of the main activities in relation to these objects

Subscriptions are charged for membership to cover the running costs of the Group and these do not unduly restrict membership. The Group follows the principle that no one should be excluded because of their inability to pay membership subscriptions.

Sections have been following the Scouting training programme and have supported various District and County-led activities.

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.

Additional details of objectives and activities (Optional information)

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

- Policy on grant making
- Policy programme related investment
- Contribution made by Volunteers

The Group has one Squirrel Drey (4-5 years old) two Beaver Scout Colonies (6-8 years old), two Cub Scout Packs (8-10½ years) and a Scout Troop (10½-14 years). The total membership of the Group remains full as per previous years. All waiting lists are full. As above, subscription rates have been maintained at a low level to ensure accessibility to the Group is not restricted on financial grounds (a minor increase was implemented during the reporting period in consultation with the members/parents/carers associated with the Group).

All the adults involved are volunteers without whom the Group could not function.

Achievements and performance

Summary of the main achievements of the charity during the year

Scouting at 1st Chertsey Scout Group goes from strength to strength.

The Group HQ facility remains continually and heavily used Scouting activities throughout the week, and has been maintained to a high standard. Minor modifications planned to enhance the activities available or to improve access, sustainability, or utility are ongoing. As during the last reporting period, the (new) Group website and Facebook page continue to act as a platform for interaction with stakeholders and for fundraising.

In this period, The Scout Association transitioned from a Group Committee structure to Trustee Boards, and the Group adopted this at the AGM; operationally, this does not affect the Group activities on a day-to-day basis.

The Executive Committee, chaired by Toby Athersuch has met as needed to oversee Group governance issues, and review the various adjustments required to deliver Scouting. Judy Bowden-Black remains as Group Secretary. Sue Keane has agreed to remain Treasurer. David Moore remains Group Scout Leader. Several long-standing members and helpers of the Group stepped away during this period on account of health or personal reasons; their contributions have been duly recognised and will be celebrated in future events (e.g., AGM).

Subscription fees (covering capitation fees and supporting programme delivery) were reviewed by the Executive Committee and maintained at £12 per month across the Group during the period, but will rise to £15 per month on 1st April 2024 (next reporting period). The Group has repaid the outstanding balance of the loan provided by Runnymede District Scouts, and is in otherwise strong financial position.

With all Sections full, and the Group now focused on delivering high-quality experiences for Young People, there are several opportunities for collaboration with other local organisations and institutions.

Financial review

Brief statement of the charity's policy on reserves

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 £10,000-£20,000. The Group Executive Committee will identify where any additional funds would best be invested.

Details of any funds materially in deficit

None.

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

The Group's Income & Expenditure is very 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, Charities Official Investment Funds or The Scout Association's Short Term Investment Service.

The Group Executive regularly monitors bank balances and the interest

supported the key objectives of the charity.

- Investment policy and objectives including any ethical investment policy adopted.


rates received to ensure the Group obtains maximum value and income from its banking arrangements. Occasionally this may involve using an account that requires a period of notice before funds may be withdrawn, before doing so the Group Executive considers cash flow requirements.

Other optional information

Declaration

The trustees declare that they have approved the trustees’ report above.

Signed on behalf of the charity’s trustees

Signatures		
Full Names	Toby James Athersuch	
Position	Group Chairman	
Date	05/06/2024	

1st Chertsey Scout Group

Receipts and Payments Account

Year start date Year end date

For the year from	1-Apr-23	To	31-Mar-24
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Receipts and payments

	2023/24	2023/24	2023/24	2022/23
	Unrestricted funds £	Restricted funds £	Total funds £	Total funds £
Receipts				
Donations, legacies and similar income				
Membership subscriptions	20,004		20,004	20,902
Less: Membership subscriptions paid on (National/County/District)	6,878		6,878	6,290
Net membership subscriptions retained	13,126		13,126	14,612
Donations and grants	410	331	741	8,510
Legacies			-	-
Gift Aid tax refund	5,864		5,864	6,318
Other similar income			-	-
Sub total	19,400	331	19,731	29,440
Youth programme and activities				
Group	65		65	230
Squirrels & Beaver Scout Section	1,832		1,832	1,775
Cub Scout Section	12,077		12,077	12,368
Scout Section	5,093		5,093	8,307
Sub total	19,067	-	19,067	22,680
Fundraising (gross)				
Total	18,102		18,102	26,407
Uniform Sales	58		58	72
Sub total	18,160	-	18,160	26,479
Investment income				
Bank interest	621		621	22
Building Society interest			-	-
The Scout Association Short Term Investment Service/ COIF interest			-	-
Property Rent income	800		800	600
Other investment income	-		-	-
Sub total	1,421	-	1,421	622
Total Gross Income	58,048	331	58,379	79,221
Asset and investment sales, etc.			-	-
Total receipts	58,048	331	58,379	79,221

1st Chertsey Scout Group

Receipts and Payments Account

Year start date Year end date

For the year from	4/1/2023	To	3/31/2024
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Receipts and payments

	2023/24	2023/24	2023/24	2022/23
	Unrestricted funds £	Restricted funds £	Total funds £	Total funds £
Payments				
Charitable Payments			-	
Youth programme and activities	24,757		24,757	29,905
Adult support and training			-	278
Rent	450		450	450
Water and Sewerage	971		971	948
Electricity and Gas	2,056		2,056	155
Insurance	1,191		1,191	1,012
Repairs and Renewals, cleaning	824		824	1,352
Materials and equipment			-	-
Printing and photocopying, zoom	16		16	-
Donations and grants	40		40	45
Uniforms and badges	1,591		1,591	2,550
AGM and trustee expenses			-	-
Minibus Exps	1,949		1,949	975
Other Exps	250		250	250
Telephone & Broadband	570		570	500
Sub total	34,665	-	34,665	38,420
Fundraising expenses				
Total	6,112		6,112	12,422
Interest exp & bank charges	80		80	428
	-			-
	-			-
Sub total	6,192	-	6,192	12,850
Total Gross Expenditure	40,857	-	40,857	51,270
Asset and investment purchases, etc.		201	201	18,170
Total payments	40,857	201	41,058	69,440
Net of receipts/(payments)	17,191	130	17,321	9,781
Cash funds last year end	79,972	4,921	84,893	75,112
Cash funds this year end	97,163	5,051	102,214	84,893

Statement of assets and liabilities at the end of the year

	2023/24	2023/24	2023/24	2022/23
	Unrestricted funds £	Restricted funds £	Total funds £	Total funds £
Cash funds				
Bank current account	45,766	5,051	50,817	38,208
Bank deposit account	51,340		51,340	46,628
Building society account			-	-
The Scout Association Short Term Investment Service/ COIF		-	-	-
Cash/Floats	57		57	57
Total cash funds	97,163	5,051	102,214	84,893
Other monetary assets				
Tax claim	-			-
Debts due to Group	-			-
Insurance claim	-			-
Sub total	-			-
Investment assets				
Investment property - detail	-			-
Quoted investments	-		-	-
Other investments - detail	-			-
Sub total	-		-	-
Non monetary assets for charity's own use (basis of valuation)				
Badge stock (estimated value)	200		200	200
Shop stock			-	-
Other stock			-	-
Land and buildings (insurance valuation)	496,572		496,572	420,860
Motor vehicles (2nd hand value)	10,000		10,000	10,000
Scouting equipment, furniture etc (insurance valuation)	41,668		41,668	36,603
Other	-			-
Sub total	548,440		548,440	467,663
Liabilities				
Accounts not yet paid	-			-
Expenses incurred but not invoiced	-			-
Subscriptions not yet paid	-			-
Loan from RDSC			-	-
Other liabilities	-			-
Sub total	-		-	-

Contingent liabilities and future obligations

The above receipts and payments account and statement of assets and liabilities were approved by the Trustees on June 2024 and signed on their behalf

Signature

Print Name

Toby Athersuch Chairman
Susan Keane Treasurer

Independent Examiner's Report to the Trustees of 1st Chertsey Scout Group

I report on the accounts of the Group for the year ended 31st March 2024.

This report is made solely to the trustees in accordance with Section 145 of the Charities Act 2011. My work has been undertaken so that I might state to the charity's trustees those matters I am required to state to them in an Independent Examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the charity and the charity's trustees for my examination work.

Respective responsibilities of Trustees and Examiner

The Group's trustees are responsible for the preparation of the accounts. They consider that an audit is not required for this year (under Section 144 (2) of the Charities Act 2011 (the 2011 Act)) and that an independent examination is needed.

It is my responsibility to:

- Examine the accounts (under Section 145 of the 2011 Act);
- To follow the procedures laid down in the General Directions given by the Charity Commissioners (under Section 145 (5) (b) of the 2011 Act; 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 the General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the Group 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 you as 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 view given by the accounts.

Independent Examiner's statement

In connection with my examination, no matter has come to my attention:

1. which gives me reasonable cause to believe that in any material respect the requirements
 - to keep accounting records in accordance with Section 130 of the 2011 Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act have not been met; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

A handwritten signature in dark ink, appearing to read "R. Ruffett".

REBECCA A. RUFFETT F.C.C.A
11/07/24