



## Trustees' Annual Report for the period

From	Period start date			to	Period end date		
	1	April	2024		31	March	2025

### Reference and administration details

Charity name 1<sup>st</sup> Chertsey Scout Group

Other names charity is known by Scout Association Registration No 5829

Registered charity number 1055895

Charity's principal address 1<sup>st</sup> 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	Dr Toby Athersuch	Group Chairman		
2	Mr David Moore	Group Scout Leader		
3	Mrs Susan Keane	Treasurer		
4	Mrs Judy Bowden-Black	Secretary		
5	Mrs Katy Valiant	Beaver Leader		
6	Mrs Alexandra Schofield	Beaver Leader		
7	Mr Ben Roydhouse	Cub Leader		
8	Mrs Emma Sharp	Cub Leader		
9	Mr Tim Cane	Scout Leader		
10	Dr Brian Perry BEM	Fundraising Lead		

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

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.

## 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 1<sup>st</sup> Chertsey Scout Group goes from strength to strength.

The Group HQ facility continues to provide an excellent base for Scouting activities throughout the week, and has been maintained to a high standard, with working parties and volunteer sessions helping make minor repairs and keep the grounds tidy. Plans for minor modifications to improve access are ongoing. The Group website and Facebook page continue to act as the main platforms for interaction with stakeholders and for fundraising, and work well, in addition to those provided by TSA and OSM.

The Group Trustee Board, chaired by Toby Athersuch meets on a regular basis 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.

Subscription fees (covering capitation fees and supporting programme delivery) were reviewed by the Group Trustee Board were maintained at £15 per month after an increase in the previous reporting period. The Group remains in a strong financial position.

The Group continues to focus on delivering high-quality experiences for Young People, and exploring 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 Trustee Board 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 supported the key objectives of the charity.
- Investment policy and objectives including any ethical investment policy adopted.

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.

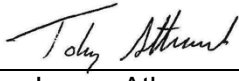
The Group Trustee Board regularly monitors bank balances and the interest rates received to ensure the Group obtains maximum value and income from its banking arrangements. Occasionally this may involve using an account that requires a period of notice before funds may be withdrawn, before doing so the Group Trustee Board 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

<b>Signatures</b>		
<b>Full Names</b>	Toby James Athersuch	
<b>Position</b>	Group Chairman	
<b>Date</b>	08/09/2025	

# 1st Chertsey Scout Group

## Receipts and Payments Account

Year start date

Year end date

For the year from	01-Apr-24	To	31-Mar-25
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### Receipts and payments

	2024/25	2024/25	2024/25	2023/24
	Unrestricted funds £	Restricted funds £	Total funds £	Total funds £
<b>Receipts</b>				
<b>Donations, legacies and similar income</b>				
Membership subscriptions	23,880		23,880	20,004
Less: Membership subscriptions paid on (National/County/District)	7,296		7,296	6,878
Net membership subscriptions retained	16,584		16,584	13,126
Donations and grants	2,335		2,335	741
Legacies			-	-
Gift Aid tax refund	5,153		5,153	5,864
Other similar income			-	-
<b>Sub total</b>	<b>24,072</b>	<b>-</b>	<b>24,072</b>	<b>19,731</b>
<b>Youth programme and activities</b>				
Group			-	65
Squirrels & Beaver Scout Section	2,306		2,306	1,832
Cub Scout Section	11,875		11,875	12,077
Scout Section	6,511		6,511	5,093
<b>Sub total</b>	<b>20,692</b>	<b>-</b>	<b>20,692</b>	<b>19,067</b>
<b>Fundraising (gross)</b>				
Total	22,245		22,245	18,102
Uniform Sales	83		83	58
<b>Sub total</b>	<b>22,328</b>	<b>-</b>	<b>22,328</b>	<b>18,160</b>
<b>Investment income</b>				
Bank interest	1,057		1,057	621
Building Society interest			-	-
The Scout Association Short Term Investment Service/ COIF interest			-	-
Property Rent income	1,345		1,345	800
Other investment income	-		-	-
<b>Sub total</b>	<b>2,402</b>	<b>-</b>	<b>2,402</b>	<b>1,421</b>
<b>Total Gross Income</b>	<b>69,494</b>	<b>-</b>	<b>69,494</b>	<b>58,379</b>
<b>Asset and investment sales, etc.</b>			-	-
<b>Total receipts</b>	<b>69,494</b>	<b>-</b>	<b>69,494</b>	<b>58,379</b>

# 1st Chertsey Scout Group

## Receipts and Payments Account

Year start date

Year end date

For the year from	01/04/2024	To	31/03/2025
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### Receipts and payments

	2024/25	2024/25	2024/25	2023/24
	Unrestricted funds £	Restricted funds £	Total funds £	Total funds £
<b>Payments</b>				
<b>Charitable Payments</b>			-	
Youth programme and activities	25,305		25,305	24,757
Adult support and training			-	-
Rent	450		450	450
Water and Sewerage	833		833	971
Electricity and Gas	-		-	2,056
Insurance	1,224		1,224	1,191
Repairs and Renewals, cleaning	1,076		1,076	824
Materials and equipment			-	-
OSM Subscriptions	546		546	16
Donations and grants	140		140	40
Uniforms and badges	1,176		1,176	1,591
AGM and trustee expenses			-	-
Minibus Exps	1,682		1,682	1,949
Independent Examination	250		250	250
Telephone & Broadband	598		598	570
<b>Sub total</b>	<b>33,280</b>	<b>-</b>	<b>33,280</b>	<b>34,665</b>
<b>Fundraising expenses</b>				
Total	10,917		10,917	6,112
Interest exp & bank charges			-	80
	-			-
	-			-
<b>Sub total</b>	<b>10,917</b>	<b>-</b>	<b>10,917</b>	<b>6,192</b>
<b>Total Gross Expenditure</b>	<b>44,197</b>	<b>-</b>	<b>44,197</b>	<b>40,857</b>
<b>Asset and investment purchases, etc.</b>		896	896	201
<b>Total payments</b>	<b>44,197</b>	<b>896</b>	<b>45,093</b>	<b>41,058</b>
<b>Net of receipts/(payments)</b>	<b>25,297</b>	<b>- 896</b>	<b>24,401</b>	<b>17,321</b>
<b>Cash funds last year end</b>	<b>97,163</b>	<b>5,051</b>	<b>102,214</b>	<b>84,893</b>
<b>Cash funds this year end</b>	<b>122,460</b>	<b>4,155</b>	<b>126,615</b>	<b>102,214</b>

# Statement of assets and liabilities at the end of the year

	2024/25	2024/25	2024/25	2023/24
	Unrestricted funds	Restricted funds	Total funds	Total funds
	£	£	£	£
<b>Cash funds</b>				
Bank current account	65,270	4,155	69,425	50,817
Bank deposit account	57,190		57,190	51,340
Building society account			-	-
The Scout Association Short Term Investment Service/ COIF		-	-	-
Cash/Floats			-	57
<b>Total cash funds</b>	<b>122,460</b>	<b>4,155</b>	<b>126,615</b>	<b>102,214</b>
<b>Other monetary assets</b>				
Tax claim	-			-
Debts due to Group	-			-
Insurance claim	-			-
<b>Sub total</b>	<b>-</b>			<b>-</b>
<b>Investment assets</b>				
Investment property - detail	-			-
Quoted investments	-		-	-
Other investments - detail	-			-
<b>Sub total</b>	<b>-</b>		<b>-</b>	<b>-</b>
<b>Non monetary assets for charity's own use (basis of valuation)</b>				
Badge stock (estimated value)	200		200	200
Shop stock			-	-
Other stock			-	-
Land and buildings (insurance valuation)	520,652		520,652	496,572
Motor vehicles (2nd hand value)	10,000		10,000	10,000
Scouting equipment, furniture etc (insurance valuation)	44,307		44,307	41,668
Other	-			-
<b>Sub total</b>	<b>575,159</b>		<b>575,159</b>	<b>548,440</b>
<b>Liabilities</b>				
Accounts not yet paid	-			-
Expenses incurred but not invoiced	-			-
Subscriptions not yet paid	-			-
Loan from RDSC			-	-
Other liabilities	-			-
<b>Sub total</b>	<b>-</b>		<b>-</b>	<b>-</b>

## Contingent liabilities and future obligations

The above receipts and payments account and statement of assets and liabilities were approved by the Trustees on 6 July 2025 and signed on their behalf

Signature


Print Name

Toby Athersuch Chairman
Susan Keane Treasurer









## **Independent Examiner's Report to the Trustees of 1<sup>st</sup> Chertsey Scout Group**

I report on the accounts of the Group for the year ended 31<sup>st</sup> March 2025.

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, reading "R. Ruffett".

**REBECCA A. RUFFETT F.C.C.A**  
**18/09/25**