

CRANLEIGH SCOUT GROUP

TRUSTEES' ANNUAL REPORT

For the period 01/04/24 TO 31/03/25

Charity Commission

08 JUL 2025

Received

SECTION A: REFERENCE AND ADMINISTRATION DETAILS

CHARITY NAME: Cranleigh Scout Group

REGISTERED CHARITY NUMBER: 1076008

HQ REGISTRATION NUMBER: 46011

CHARITY'S PRINCIPAL ADDRESS: Cranleigh Scout Group, Village Way, Cranleigh, Surrey, GU6 8AF

CHARITY CONTACT: Maurice Cranefield, 16 Nower Close West, Dorking, Surrey, RH4 3DB

TRUSTEES - Names of the charity trustees who manage the charity

Trustee Name	Office (if any)	Dates acted if not for whole year
Denis Lester	Chairman	
Colin Desmond	Group Lead Volunteer (ex officio)	Stood down 13 Jan 2025
Dave Saunders	Leadership Team Member (elected)	
Paula Elms	Secretary	Role removed from Trustee position 21 May 2024
Maurice Cranefield	Treasurer (elected)	
Jen Yates	Group Lead Volunteer (ex officio)	Appointed 13 Jan 2025
Samantha Babister	Membership Secretary (elected)	
Barry Hancock	Gift Aid Secretary (elected)	
Tom Rice	(elected)	Appointed 21 May 2024
Mark Taylor	(elected)	Appointed 21 May 2024
Samuel Rix	(co-opted)	Appointed 14 Oct 2024

ADVISORS - Names and addresses of advisors

Type of Advisor	Name	Address

Bankers: Lloyds TSB Bank

SECTION B: STRUCTURE, GOVERNANCE AND MANAGEMENT

DESCRIPTION OF THE CHARITY'S TRUSTS

Governing document:

- 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.

Constitution and governance:

- The Group is a trust established under the rules of The Scout Association, which are common to all Scouts.
- The Trustees are appointed in accordance with the Policy, Organisation and Rules of The Scout Association.
- The Group is managed by the Group Trustee Board, the members of which are the 'Charity Trustees' of the Scout Group, which is an educational charity. As charity trustees they are responsible for complying with legislation applicable to charities. This includes the registration, keeping proper accounts and making returns to the Charity Commission as appropriate.
- The Trustee Board consists of the Chair, Treasurer and 7 Trustees including 1 Ex Officio Trustee and 1 Co-opted Trustee.
- The Group voted on 21 May 2024 that the nominated appointment period for Trustee Board Members be reduced from 3 years to 1 year and to remove the maximum time on the Board of 9 years and replace it with the Charities Commission's suggestion of a rigorous annual review after 9 years service.
- Members of the Trustee Board complete 'Being a Scouts Trustee' learning within the first 6 months of joining the Board.
- This Group Trustee Board, which meets on a quarterly basis, exists to make sure the charity is well managed, risks are assessed and mitigated, buildings and equipment are in good working order, and everyone follows legal requirements and the organisation's policies and rules. Their support helps other volunteers run high quality and safe programmes that give young people skills for life.

RISK AND INTERNAL CONTROL

The Group has in place systems of internal controls that are designed to provide reasonable assurance against material mismanagement or loss; these include two signatories for all payments and comprehensive insurance policies to ensure that insurable risks are covered.

SECTION C: 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 cooperate with others and make friends.

The Scout Method

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

- enjoy what they are doing and have fun
 - take part in activities indoors and outdoors
 - learn by doing
 - share in spiritual reflection
 - take responsibility and make choices
 - undertake new and challenging activities
 - make and live by their Promise.
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- 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.
 - Subscriptions are charged for membership to cover the immediate 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.
 - Two key principles demonstrate that Scouting's aims for the public benefit are that through the Scout method young people develop towards their full potential and that there is a clear link between the benefits for young people and the purpose of Scouting. The safety of young people is taken very seriously and the benefits Scouting activities provide far outweigh the risks. Any private benefits from Scouting are incidental, other than to those as a beneficiary.
 - 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

The Group and Section Reports, which provide a summary of activities during the year, are published in the Group's 'Annual Report and Directory 2025' as circulated at the Group's Annual general meeting held on 20th May 2025.

SECTION E: FINANCIAL REVIEW

- A Receipts and Payments Account for the year ended 31st March 2025 follows this report.
- 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 Trustee Board considers that the group should hold a sum equivalent to 6 months running costs, circa £18.5k based upon current expenditure. The Group held reserves of approximately £12.2k against this at year end. This is below the level required for operating expenses. However, this can be explained by the 2025/26 capitation payment of £7.4k being paid prior to 31 March 2025.
- Investments - the Group's Income and 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 a mainstream bank or the well-known COIF Charities Deposit Fund operated by CCLA Investment Management Ltd.

SECTION F: FUTURE PLANNING

To continue to offer Scouting to the young people living in Cranleigh and surrounding villages.

To work towards reducing waiting lists and maintaining availability of places for those young people moving up through the organisation. Recruitment and training of new adult leaders will continue to be an essential task.

SECTION G: DECLARATION

The Trustees declare that they have approved the Trustees' report above.

Signed on behalf of the charity's Trustees

SIGNATURE (Signed by P.M. Cranefield) SIGNATURE (Signed by D.G.J. Lester)

FULL NAME Peter Maurice Cranefield FULL NAME Denis Gordon John Lester

POSITION Treasurer POSITION Chairman

DATE 20th May 2025 DATE 20th May 2025

Cranleigh Scout Group
(Charity registration number 1076008)
Receipts and Payments Account

For the year from	1st April 2024	To	31st March 2025
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Receipts and payments

2024/25
Unrestricted funds

2023/24
Unrestricted funds

RECEIPTS

£

£

Subscriptions, donations, youth programme		
Membership subscriptions	15,050	12,781
Less: subscriptions to national, county and district associations	(5,757)	(6,021)
	9,293	6,760
Use of Headquarter by Downslink ESU	600	200
Donations	133	2,041
Gift Aid	1,695	1,975
Youth programme and activities	12,668	11,040
Sub total	24,389	22,016
Fundraising		
Sale of polo shirts	-	12
MABAC Running League	300	-
Cranleigh Lions	700	565
Funds raised for Dinosnores event	4,823	-
Miscellaneous	67	92
Sub total	5,890	669
Investment income		
Lloyds Bank interest	32	28
COIF Charities Deposit Fund interest	631	779
Sub total	663	807
Total receipts	30,942	23,492

Cranleigh Scout Group
(Charity registration number 1076008)
Receipts and Payments Account

For the year from	1st April 2024	To	31st March 2025
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Receipts and payments

2024/25

2023/24

Unrestricted funds

Unrestricted funds

PAYMENTS

	£	£
Youth programme and activities (including Dinosnores event)	15,959	14,061
Water and sewage	278	118
Electricity	1,452	1,747
HQ insurance	1,102	1,750
Expenditure on Group Headquarters	3,144	6,113
Donation from Cranleigh Lions for Downslink's World Jamboree representative		600
Accident insurance for occasional helpers	52	52
Training courses		190
Broadband fees	353	597
Camping materials and equipment	460	866
Printing, photocopying, stationery and postage	57	93
Expenditure in Scout Shop (including uniforms and badges)	2,278	2,558
Programme support and leaders' expenses	1,306	1,558
Donations to Downslink ESU	550	
Website and Online Scout Manager fees	208	292
Contribution to Xmas meal for leaders etc	525	756
Fire alarm and fire extinguisher servicing	126	
Awards to Group personnel	45	92
Cleaning of Headquarters	1,260	1,384
National Navigation Award Scheme	115	
Purchase of polo shirts	151	
Purchase of flag for new Squirrels section	145	
AGM expenses	192	
Subscriptions to national, county and district associations for 2025/26	7,359	
Miscellaneous expenses	97	111
Total payments	37,214	32,938

Deficit for year

-6,272

-9,446

Cash funds at year end

12,245



18,517

Statement of assets and liabilities at the end of the year

	2024/25	2023/24
	Unrestricted funds	Unrestricted funds
	£	£
Cash funds		
Bank current account	1,401	6,181
Bank deposit account	1,933	3,056
COIF Charities Deposit Fund	8,911	9,280
Total cash funds	12,245	18,517
Non monetary assets for charity's own use		
Value of Headquarters building	525,000	525,000
Scouting equipment, furniture etc	23,590	16,500
Value of non-monetary assets	548,590	541,500

The above receipts and payments account and statement of assets were approved by the Trustees on 8th April 2025 and signed on their behalf by

Print Name

Denis Lester (Group Chairman)
Maurice Cranefield (Group Treasurer)

3 LT700002 (1st January 2017)

CRANLEIGH SCOUT GROUP

Independent examiner's report to the trustees of Cranleigh Scout Group

I report to the trustees on my examination of the accounts of the Cranleigh Scout Group for the year ended 31 March 202~~4~~ 5.

Responsibilities and basis of report

As the charity trustees of the Cranleigh Scout Group you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the Cranleigh Scout Group accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Cranleigh Scout Group as required by section 130 of the Act; or
2. the accounts do not accord with those records.

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

Signed:



Name: Calum McKenna

Relevant professional qualification or membership of professional bodies (if any): MEMBER OF ICAEW

Address: ~~4 Sandhill Lane, Cranleigh, Surrey GU8 8FR~~ 4 SANDHILL LANE, CRANLEIGH,

Date: 17TH APRIL 2025 SURREY GU8 8FR

