

Trustees' Annual Report

For the period

From (start date)

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 to end date

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Section A

Reference and administration details

Charity name

3rd Newbury Scout Group

Other names the charity is known by

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Registered charity number (if any)

1	0	9	1	1	9	3
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HQ registration number

1	0	0	1	1	3	3	9
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Charity's principal address

Scout Hut											
Poplar Place											
Newbury											
Postcode					R	G	1	4	1	N	A

Names of the charity trustees who manage the charity

(These will be published in the annual report of the charity and the Charity Register if reporting for a Registered Charity with a charity regulator)

	Trustee Name	Office (if any)	Dates acted if not for whole year
1	Jan Large	Chairman	01/04/24 - 31/03/25
2	Tom Seward	Treasurer	01/04/24 - 31/03/25
3	Amanda Batehup	Group Lead Volunteer	01/04/24 - 31/03/25
4	Andy Barr	Trustee	01/04/24 - 31/03/25
5	Nicholas March	Trustee	01/04/24 - 31/03/25
6	Michael Bailey	Trustee	01/04/24 - 31/03/25
7	Sarah Barr	Trustee	01/04/24 - 09/06/24
8	Michael O'Donnell	Trustee	01/04/24 - 31/03/25
9	Sarah Corsham	Trustee	01/04/24 - 31/03/25
10	Alison Cutts	Trustee	01/04/24 - 09/06/24
11	Trevor Mathers	Trustee	09/06/24 - 31/03/25
12	Philip Jackson	Trustee	09/06/24 - 31/03/25
13	Will Thrower	Trustee	09/06/24 - 31/03/25

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

Type of advisor	Name	Address
Bank	Barclays	23-26 Park Way Newbury RG14 1AY
Solicitor	S. Durrant, Gardner Leader	20-24 Market Place Newbury RG14 5BA
Independent Examiner	P. Dann	Copse Hill, Fishers Lane Cold Ash Thatcham, RG18 9NG

Section B**Structure, governance and management**

Description of the charity's trusts

Type of governing document

(e.g. trust deed, constitution)

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.

How the charity is constituted

(e.g. trust, association, company)

The Group is a trust established under its rules which are common to all Scouts. We adopted the Scout model constitution under POR 5.4 on 9th July 2023.

Trustee selection methods

(e.g. 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 but encouraged as best practice)

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

The Group is managed by the 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.

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 Board consists of 2 independent representatives, Chair and Treasurer together with the Lead Volunteer and several other Trustees as elected at the Charity's AGM. It meets every 2 months.

Members of the Trustee Board complete 'Being A Trustee in Scouts, Safety, Safeguarding, Inclusion and Data Protection' training within the first 5 months of joining the Board.

This Trustee Board exists to support the Lead Volunteer in meeting the responsibilities of the appointments 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 Boards that may be required;
Appointing Group Administrators and Advisors other than those who are elected.

Section B**Structure, governance and management (continued)****Risk and Internal Control**

The 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:

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, community centre and other Scout Groups. Similar reciprocal arrangements exist with these organisations. The Group has sufficient buildings and contents insurance in place to mitigate 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.

Reduced income from fund raising. The Group is primarily reliant upon income from subscriptions and fundraising. The group does hold a reserve to ensure the continuity of activities should there be a major reduction in income. The Board could raise the value of subscriptions to increase the income to the group on an ongoing basis, either temporarily or permanently.

Reduction or loss of leaders. The group is totally reliant upon volunteers to run and administer the activities of the group. Historic lockdowns due to Covid-19 have presented challenges and we have suffered a reduction in the number of leaders. The group has recovered by drawing in new volunteers however this remains a risk. If volunteer numbers reduce 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 as has been seen with the Scout sections in the past.

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.

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 a comprehensive insurance policies to ensure that insurable risks are covered.

Section C	Objectives and activities
Summary of the objects of the charity set out in its governing document	<p>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.</p> <p>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.</p> <p>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.</p>
Summary of the main activities in relation	<p>This year the Group has continued to grow and improve. This has been welcomed by all members of the Group and our sections are participating in traditional Scouting activities such as camping, watersports and inter-group competitions. Volunteer numbers have improved but remain lower than those before the pandemic. None-the-less our volunteers have worked hard to run an engaging, active and safe programme. This has taken a lot of imagination and determination and we are fortunate to have had such a loyal and committed team of volunteers and helpers. We have recruited a few new members to the leadership team so the future looks encouraging.</p>
Additional details of the objectives and activities (optional information but encouraged as best practice)	
<p>You may choose to include further statements, where relevant, about:</p> <ul style="list-style-type: none"> • policy on grantmaking; • contribution made by volunteers; • policy on investments. 	<p>3rd Newbury Scout Group has been fortunate to also have a steadfast band of volunteers, including but not exclusively in the Trustee Board. They have supported the group throughout the year. We are also very grateful to our young members and their parents for their loyalty and generosity. The group has also been fortunate to receive many donations in the form of workplace fundraising schemes so particular thanks goes out to those individuals who have set this up for us. Therefore, despite the challenging economic environment, we remain on a firm financial footing.</p>

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

This year our leaders once again delivered an exciting and varied programme including camps and inter-group events.

Our beavers achieved an amazing 13 Chief Scout Bronze badges! They have done lots of exciting activities from Den building to pioneering and pottery to astronomy. Our Chandos Colony has welcomed one of 3rd Newbury's ex-Scouts as a new young leader who has engaged with the Beavers really well.

Our Cubs have been extremely active over the year building their cookings skills and getting back to nature through bike rides and hikes. They have also been learning emergency first aid, performing science experiments and learning different types of athletics. There were a fantastic 6 Chief Scout Silver Awards handed out.

The Scouts have continued to engage in an exciting programme from learning different skills from survival to investing. They competed in the annual district incident hike, the Alamo. August 2024 saw another successful summer camp where the Scouts threw themselves in high-ropes, caving and laser tag as well as going to London Zoo. There were 6 Chief Scout Gold Awards handed out.

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 Trustee Board considers that the group should hold a sum equivalent to 6 months running costs, circa £8k, annual insurance £2.5k and captitation costs of circa £7k.

Quantify and explain any designations

This year we have reduced the excess reserves held from last year which had built up over Covid due to generous government grants. However, we still hold more than sufficient reserves to ensure we can operate into the medium term and absorb any costly unforeseen events. This is appropriate as unfortunately, in the past, the den has experienced significant damaging events, therefore, whilst we do have insurance in place to cover major works required, we are making sure we are well positioned for any additional or unforeseen costs. Lastly, we are holding reserves for a future large outflow relating to the 2025 Scout Camp. This is expected to be c.£16k

We hold Badge stock of £1,034. The den, outdoor space and sound proofing continues to be written down over 75 years and is currently showing on the books at a value of £200,014

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

None to our knowledge

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;

Our principle source of funding is our member's subscriptions. Our membership has remained steady over the last few years and we increased our monthly fees from £8.50 to £10.50 to combat the impact of high inflation. We also use fundraising as a means to top up our income and support purchases of new equipment and unique activities. This year we were able to field a normal programme of fundraising events, which allowed us to raise £4,382.

Having our own den and a long lease has enabled us to continue scouting this year and maintain a healthy bank balance. We have funds in place to do any necessary maintenance to ensure we are fully equipped to return to face to face scouting. The Trustee Board regularly monitors the levels of bank balances to ensure we get maximum value from our banking arrangements.

Investment Policy

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

Section F

Other Optional Information

Plans for future periods (details of any significant activities planned to achieve them)

The Group is looking forward to the year ahead and providing an engaging programme for all members. We have funds to invest in equipment and training and are working hard to find and train new section leaders and to continue to support our existing volunteers, all of whom have worked so hard during such difficult times. We are lucky to have such a loyal and caring team.

Section G

Declaration

The trustees declare that they have approved the trustees' report above

Signed on behalf of the charity's trustees

Signature(s)

 

Full name(s)

Jan Large Tom Seward

Position (eg Secretary, Chair)

Chairman Treasurer

Date

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3rd Newbury Scout Group

Receipts and payments account

Year start date

Year end date

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

	2024/25 Unrestricted funds £	2023/24 Unrestricted funds £
Receipts		
Donations, legacies and similar income		
Membership subscriptions	12,327	11,336
Membership subscriptions paid on (National/County/Area/District)	- 14,588	- 6,590
	- 2,261	- 4,747
Donations	5,245	4,498
Legacies	-	-
Gift Aid	2,458	2,446
Other similar income	25	-
Refunds	587	200
Sub total	6,054	11,891
Grants		
Other grants	2,169	4,868
Sub total	2,169	4,868
Fundraising events (gross)		
Major Activities	1,672	1,208
Camps	27,807	8,960
Core Fundraising	4,382	6,462
Uniforms and Badges	580	584
Member led Fundraising	-	-
Sub total	34,441	17,213
Scout hut income		
Hire of building	-	-
Hire of equipment	-	-
Other Scout hut income	-	-
Sub total	-	-
Investment income		
Bank interest	371	318
Building Society interest	-	-
The Scout Association Short Term Investment Service	-	-
Insurance	-	-
Sub total	371	318
Total Gross Income	43,035	34,290
Asset and investment sales, etc.	-	-
Total receipts	43,035	34,290

3rd Newbury Scout Group

Receipts and payments account

Year start date

Year end date

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

	2024/25 Unrestricted funds £	2023/24 Unrestricted funds £
Payments		
Charitable Payments		
Youth programme activities	- 1,510	- 1,469
Adult support and training	-	-
Rent and Rates	- 660	- 220
Water and Sewerage	- 213	- 58
Electricity and Gas	- 1,252	- 1,522
Insurance	- 2,480	- 2,066
Repairs and Renewals	- 7,003	- 2,644
Materials and equipment	- 9,269	- 1,409
Printing and photocopying, stationery and website	- 458	- 462
Contribution to camp costs	- 2,300	-
Uniforms and Badges	- 1,496	- 1,670
AGM and trustee expenses	-	- 327
Other costs	- 134	- 72
Cleaning	- 987	- 965
Mileage	- 41	- 32
Sub total	- 27,803	- 12,915
Fundraising expenses		
Major Activities	- 1,959	- 1,876
Camps	- 22,372	- 11,633
Core Fundraising	- 895	- 3,141
Member led Fundraising	-	-
Other fundraising costs	-	-
Sub total	- 25,227	- 16,650
Total Gross Expenditure	- 53,030	- 29,564
Asset and investment purchases, etc.	-	-
Total payments	- 53,030	- 29,564
Net of receipts/(payments)	- 9,995	4,726
Cash funds last year end	44,993	40,268
Cash funds this year end	34,998	44,993

3rd Newbury Scout Group

Receipts and payments account

Year start date

Year end date

For the year from		01/04/2024	T	31/03/2025
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Statement of assets and liabilities at the end of the year

	31st March 2025 Unrestricted funds £	31st March 2024 Unrestricted funds £
Cash funds		
Bank current account	14,053	14,427
Bank deposit account	19,997	29,673
Other accounts	17	133
The Scout Association Short Term Investment Service	-	-
Cash/Floats	932	760
Total cash funds	34,998	44,993
	(agree balances with receipts and payments account) ok	ok
Other monetary assets		
Tax claim	-	-
Debts due from the County/Area/District/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		
Badge stock	1,034	1,099
Shop stock	-	-
Other stock	-	-
Land and buildings	200,014	197,326
Motor vehicles	-	-
Scouting equipment, furniture etc	8,699	2,184
Other	-	-
Sub total	209,747	200,609
Liabilities		
Accounts not yet paid	-	-
Expenses incurred but not invoiced	-	-
Subscriptions not yet paid	-	-
Loan - detail	-	-
Other liabilities	-	-
Sub total	-	-
Total net assets	244,745	245,602

The above receipts and payments account and statement of assets and liabilities were

Signature

Print Name

Jan Large

Jan Large - Chair
Tom Seward - Treasurer

Independent examiner's report to the trustees of 3rd Newbury Scout Group Scout Council

I report to the trustees on my examination of the accounts of the 3rd Newbury Scout Group for the year ended 31st March 2025

Responsibilities and basis of report

As the charity trustees of the 3rd Newbury 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 3rd Newbury 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 3rd Newbury 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: Mr Peter Dann

Relevant professional qualification or membership of professional bodies (if any): FCA (retired)

Address: Copse Hill, Fishers Lane, Cold Ash, RG18 9NG

Date: 4 May 2025