

Trustees' Annual Report

For the period

From (start date)

0	1	0	4	2	4
---	---	---	---	---	---

 to end date

3	1	0	3	2	5
---	---	---	---	---	---

Section A

Reference and administration details

Charity name

1st Virginia Water Scout Group

Other names the charity is known by

Scout Association Registration No 28786

Registered charity number (if any)

1	1	0	0	6	4	6
---	---	---	---	---	---	---

HQ registration number

0	0	0	2	8	7	8	6
---	---	---	---	---	---	---	---

Charity's principal address

Trotsworth Hall

Station Approach

Virginia Water

Postcode

G

U

2

5

4

D

L

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	Stuart Montague	Group Lead Volunteer	
2	Chris Howorth	Group Chair	
3	David Playfoot	Team Leader	
4	Nick Reeves	Trustee	
5	Natalie Sims	Trustee	
6	Emma Hutton	Trustee	
7	Anna Sharples	Trustee	from 28/11/2024
8	Lisa Martin	Trustee	until 16/08/2024
9	Ewan Hind †	Treasurer	until 12/12/24
10			
11			
12			
13			
14			
15			

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

(These will be published in the annual report of the charity)

Type of advisor	Name	Address
Banker	Barclays	

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.

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:

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 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 6 Trustees (including 2 Ex Officio Trustees, and 2 co-opted Trustees) and meets every 4 months.

Members of the Trustee Board complete Being a Scouts Trustee learning within the first 6 months of joining the Board.

This Group Trustee Board 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 gives young people skills for life.

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

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:

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. 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 and appropriate measures are put in place.

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. 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.

Reduction or loss of members. The Group provides activities for all young people aged 4 to 18. 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

Section C	Objectives and activities
Summary of the objects of the charity set out in its governing document	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 co-operate 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.

Summary of the main activities in relation to these objects

see attached Appendix 1

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 grantmaking;
- contribution made by volunteers;
- policy on investments.

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

see attached Appendix 2

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 Trustee Board considers that the group should hold a sum equivalent to 12 months running costs, circa £5000. The Group held reserves of approximately £55,000 against this at year end. This is above the level required for operating expenses. However this can be explained by funds being set aside for the redevelopment and ongoing maintenance of the HQ. Funds accrued during and before COVID are sufficient to cover ongoing and exceptional maintenance requirements.
Quantify and explain any designations	
Details of any funds materially in deficit (circumstances plus steps to eliminate)	
Further financial review details (optional information)	Investment Policy The Group's Income and Expenditure are very similar in number and, as a consequence, the group 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. The Group Trustee Board regularly monitors the levels of 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 the cash flow requirements. The main source of income is via the Membership Subscriptions which we receive from each member every academic term. This financial year, the trustees have established a Fundraising and PR Sub-Team to manage the fundraising events and public relations which the group holds within the local community. This team has two dedicated volunteers so far. The group has also sought funds for essential upgrades through local community grants.

--

Section F	Other Optional Information
-----------	----------------------------

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

The group continues to work on expansion of the provision of excellent youth activities for the young people of our community. This is and will always remain our highest priority. Secondary to this we plan to continue to redevelop the downstairs of our HQ, improving the safety and comfort of our facilities for the long term.

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)	DAVID PLAYFOOT	NICHOLAS REEVES
Position (eg Secretary, Chair)	TRUSTEE	TRUSTEE
Date	240725	

Appendix 1

This year, our young people have embarked on some amazing activities, run by leaders from our group and our district. This included, but was not limited to, group-run night hikes and district run camps.

In our regular meetings, each section has continued the amazing work on the badges relevant to their sections. We have seen several Chief Scout Awards being handed out this year, and we are looking forward to some more over the next financial year. Our Squirrels opened up with a fresh set of leaders and have attended the inaugural district Squirrels event, the movie night. Where leaders from both 1st Virginia Water and 1st Chertsey helped to organise the first district Squirrels event. Our Beavers have attended various different district events, such as the district Beaverabout in July, Legoland in September as well as district movie night in Feb 2025. As well as seeing a shift in the way that Cubs is run through the making of the new Lion Cubs section (Splitting of our existing Wolves pack due to a positive increase in numbers), our Cubs continue to attend the district events, such as night hikes, the Cubs also focus on earning their badges through activities which are run at the hall. Notable mentions go to Wolves for their Creative Activity Badge and winning the 75th year badge competition and to Lions who are now budding experts on Makaton. Our Scouts have attended various different activities such as County Scoutabout and other hikes around Windsor and, most recently, around the fields where the Magna Carta was signed.

As always, a message of thanks from the group leadership team and trustees is given to the volunteer uniformed leaders for their hard work and dedication in delivering these activities with enthusiasm, whilst keeping safety as a number one priority.

Appendix 2

The group has seen a huge increase in numbers this year, starting off the year with 38 young people across 3 sections, to 78 young people across 5 sections by the year end. The group has grown from having no Squirrels section, to a team of four dedicated team members and one young leader. The Beaver Leadership Team remained stable with exactly the same numbers as last year (Team Leader, 3 Team Members and 3 Young Leaders). The Cubs Section team grew, meaning that we had the leadership team numbers to open up Lions. We now have two Cub Team Leaders (One per section), four team members and 3 young leaders. The Scouts section team of leaders grew to having one Team Leader and 3 Team Members.

One Wood Badge was awarded to Jed Denny in Beavers. A commissioner's commendation award was awarded to David Playfoot at the September 2024 district AGM, a rare award given at the discretion of the District Commissioner for outstanding service to Scouting in Runnymede.

1st Virginia Water Scout Group
Receipts and Payments Account for the year to 31/3/2025

Receipts and payments	2024/25			2023/24		
	Unrestricted funds	Designated fund - Hall development	Total funds	Unrestricted funds	Designated fund - Hall development	Total funds
	£	£	£	£	£	£
Receipts						
Donations, legacies and similar income						
Membership subscriptions	8,540	-	8,540	5,370	-	5,370
Less: Membership subscriptions (National/County/Area/District)	6,184	-	6,184	1,493	-	1,493
Net membership subscriptions retained	2,357	-	2,357			
Donations	73	-	73	3,877	-	3,877
Grants	-	-	-	149	-	149
Legacies	-	-	-	-	-	-
Gift Aid	1,805	-	1,805	-	-	-
Other similar income	-	-	-	-	-	-
Sub total	4,235	-	4,235	4,026	-	4,026
Youth programme and activities						
Sections Activities	4362	-	4,362	1,544	-	1,544
Other - uniforms	1171	-	1,171	447	-	447
Sub total	5,533	-	5,533	1,991	-	1,991
Fundraising						
VW Jumble trail	-	100	100	-	500	500
Xmas fairs	86	-	86	-	18	18
Summer schools fairs	203	-	203	-	-	-
Major charity of the year	-	-	-	-	-	-
Other fundraising activities	-	-	-	-	217	217
Sub total	289	100	389	-	735	735
Investment income						
Bank interest	-	888	888	769	-	769
Property Rent income	-	-	-	-	-	-
Other investment income / refunds	109	-	109	-	-	-
Sub total	109	888	997	769	-	769
Total Gross Income	10,165	988	11,153	6,785	735	7,520
Asset and investment sales, etc.						
None	-	-	-	-	-	-
Total receipts	10,165	988	11,153	6,785	735	7,520

	2024/25			2023/24		
	Unrestricted funds	Designated fund - Hall development	Total funds	Unrestricted funds	Designated fund - Hall development	Total funds
	£	£	£	£	£	£
Payments						
Charitable Payments						
Youth programme and activities	6,367	332	6,698	1,102	-	1,102
Adult support and training	-	-	-	-	-	-
Loan repayments to Runnymede	2,250	-	2,250	2,250	-	2,250
Utilities -Electricity/Gas/Water	2,136	-	2,136	1,333	-	1,333
Insurance	770	-	770	739	-	739
Repairs and Renewals	9,372	-	9,372	-	-	-
Materials and equipment	50	-	50	133	-	133
Printing and photocopying	-	-	-	-	-	-
Uniforms & Badges	2,473	-	2,473	523	-	523
AGM and trustee expenses	-	-	-	-	-	-
Admin	603	-	603	184	-	184
Donation & Grants	-	-	-	-	-	-
Other costs	-	-	-	-	-	-
Rent	-	-	-	-	-	-
Sub total	24,020	332	24,352	6,264	-	6,264
Fundraising expenses						
Just Giving	-	216	216	-	216	216
Other fundraising costs	-	30	30	-	806	806
Sub total	-	246	246	-	1,022	1,022
Total Gross Expenditure	24,020	577	24,598	6,264	1,022	7,286
Trotsworth Hall Redevelopment costs	-	-	-	-	-	-
Total payments	24,020	577	24,598	6,264	1,022	7,286
Receipts less Payments - Loss/Surplus	(13,855)	411	(13,444)	521	-287	234
Transfers between funds	11,919	- 11,919	-	-	-	-
Brought Fwd from previous Year (Cash)	2,671	64,828	67,499	3,515	63,750	67,265
Cash Funds this Year Carried Forward	11,184	65,239	54,055	4,036	63,463	67,499

Statement of assets and liabilities at the end of the year						
	2024/25			2023/24		
	Unrestricted funds	Designated fund - Hall development	Total funds	Unrestricted funds	Designated fund - Hall development	Total funds
	£	£	£	£	£	£
Cash funds						
Bank current account	374	-	374	2,671	-	2,671
Bank deposit account	-	53,681	53,681	64,828	-	64,828
Cash/Floats	-	-	-	-	-	-
Accrued costs	-	-	-	-	-	-

Total cash funds	374	53,681	54,055	67,499	-	67,499
Other monetary assets						
Tax claim	-	-	-	-	-	-
Debts due (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	-	-	-	-	-	-
Shop stock	-	-	-	-	-	-
Land and buildings - insurance valuation	156,000	-	156,000	156,000	-	156,000
Motor vehicles	-	-	-	-	-	-
Scouting equipment, furniture etc - insurance	18,155	-	18,155	18,155	-	18,155
Other	-	-	-	-	-	-
Sub total	174,155	-	174,155	174,155	-	174,155
Liabilities						
Accounts not yet paid	-	-	-	-	-	-
Expenses incurred but not invoiced	-	-	-	-	-	-
Subscriptions not yet paid	-	-	-	-	-	-
Loan - RBC Loan re Hall	(73,500)	0	(73,500)	(75,750)	0	(75,750)
Other liabilities	0	-	0	0	-	0
Sub total	(73,500)	0	(73,500)	(75,750)	0	(75,750)
Contingent liabilities and future obligations						
In 2017 Runnymede Borough Council made an interest free loan of £90,000 to purchase the remaining 50% share in the hall. The loan is repayable over 40 years in instalments of £750 per term.						
Total Funds (Net Assets)	101,029	-	154,710	165,904	-	165,904

The above receipts and payments account and statement of assets and liabilities were approved by the Trustees on

and signed on their

Print Name	Signature	Date	Role
NICK REEVER	<i>Nick Reever</i>	20/7/25	Chair
DEBRA CATTOW	<i>D. S. Cattow</i>	20/7/25	Treasurer

I confirm that these Accounts are in line with the underlying records and the bank statements and reflect the financial situation of 1st Virginia Water Scout Group at 31st March 2025
 Ken Morgan (Chartered Accountant)
 17th July 2025.

Treasurer's Report

We started off the year this year with £64,845.89 in designated building regeneration funds. We also had £2671.28 in our general spending community account which was carried over from the last financial year. This covers- all other remaining expenditure as outlined in this report.

We have given out copies of our spreadsheets for our accounts to you all this year. We also note a transition to a new way of managing expenses, through our expense card system. There is an additional spreadsheet to cover these expenses.

Firstly, I would like to draw your attention to the loan which we are repaying to Runnymede Borough Council. This is an interest free loan, ongoing from previous years and allowed us to purchase Trotsworth Hall we pay this back in instalments of £750 per term. We have reduced this from £75750 to £73,500 this year. More information on this loan can be found on the treasury summary sheet.

Secondly, to cover building repairs and improvements. In total we spent £9371.61 on building upgrades and improvements. This included redecorating the main hall over the summer break, repainting the outside of the fire door, the upgrades to the heating in both the main hall and upstairs areas, the bricking up of specific windows within our hall space as well as the new windows and doors which provide the hall with an extra layer of security, and makes our group more welcoming to the outside audience. I would like to extend a massive thank you to the team of people who assisted me with the redecoration. Notable mentions go to Dawn Playfoot and Charlie Smyth (Slug) who assisted with the redecoration of the hall almost every day I was down there as well as Nick Reeves who organised the heating upgrade, the builder to do the bricks and the company to do the new windows and doors.

Next on the list, I would like to draw your attention to the Group Administration category. This covers bills such as building insurance and Wentworth Estate Roads rate. In addition to these, it also covers our use of OSM to communicate with parents and use it as our main database for our young members as well as annual membership fees to be paid to Headquarters, County and District (Often referred to as capitation).

Squirrels, Beavers, Cubs and Scouts Activities include activity expense for meetings and also any events which the Beavers took part in. A portion of these funds were recouped via OSM, which can be seen in receipts. We note that the expenditure on these sections is higher due to requiring more resources for in-HQ activities combined with the requirements that come with setting up two new sections, (owing to the positively rapid expansion of the Scouting provision which our group is providing).