

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

2nd Balsall Common (Methodist) Scout Group

Other names the charity is known by

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Registered charity number (if any)

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HQ registration number

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Charity's principal address

3 Speedwell Drive

Balsall Common

Coventry

Postcode

C V 7 7 A U

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	Jill Bowman	Chair	
2	Louis Burns	Treasurer	
3	Martyn Pilley	Group Lead Volunteer	
4	Alexander Dickson		
5	Andrew Lloyd		
6	Charlotte Pearce		
7	Daniel Robinson		
8	Carl Davies		01/4/24 to 11/11/24
9	Nicola Burns		01/4/24 to 11/11/24
10	Stewart Beck		01/4/24 to 11/11/24
11	Garry Palmer		01/4/24 to 11/11/24
12	Andrew Chalklen		01/4/24 to 11/11/24
13	Alison Lowe		01/4/24 to 11/11/24
14	Emma Carter		11/11/24 to 31/3/25
15	Sarah Palmer		11/11/24 to 31/3/25
16	Lorna Rukin Pursglove		11/11/24 to 31/3/25
17	Penelope Sankey		11/11/24 to 31/3/25

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
Scrutineer	Ann Hulme	2 Chattaway Drive, Balsall Common, CV7 7QH

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 the rules of the Scout Association which are common to all Scout groups. The formal governing document is the constitution adopted on 14th June 2007.

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 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.

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 Trustee Board, which meets 3 to 4 times per year, consists of the Chair, Treasurer and 9 further Trustees (including 1 Ex-Officio Trustee).

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

The Group Trustee Board exists to make sure the charity is well-managed, risks are assessed and mitigated, equipment is in good working order, appropriate insurance is in place, Group finances are administered, 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 them. The main areas of risk that have been identified are:

Damage to equipment. Equipment is stored at the meeting place and in local off-site secure storage. Sufficient insurance is in place to mitigate against permanent loss.

Injury to leaders, helpers, supporters and members. The Group, through capitation fees, contributes to the Scout Association's national accident insurance policy. Risk assessments are undertaken before all activities.

Reduced income. The Group is primarily reliant upon income from subscriptions supplemented by occasional fundraising. The Group holds 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 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 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 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 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 to these objects	<p>The main activities carried out by the Group include weekly term-time section meetings for each of our 7 sections (1 Squirrel Dray, 2 Beaver Colonies, 2 Cub Packs and 2 Scout Troops. In additon we have a partnership agreement with Galileo Explorer Scout Unit. Each of these sections offers at least one nights away experience each year but normally many more and we hold regular multi-section nights away events which allow older sections to play a role in the development of younger members as well as their own.</p>

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.

The Group seeks out grant application opportunities which are applied for by the Group Trustee Board if the Group meets the qualifying criteria. Such grant funding is typically utilised to improve the equipment of the Group, allowing us to improve the delivery and range of activities provided to our young people across all sections. Our volunteers make an enormous contribution to the group and the Board thanks them for their time, dedication and resourcefulness.

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

During the year we delivered Scouting to our 175 youth members with around 34 adult volunteer leaders supported by additional helpers and the Group Trustee Board. Our youth members (excluding explorers) achieved a total of 696 nights away in the year while our adult members achieved a further 137. The Chief Scout's Award relevant to their section was achieved by an amazing 38 of our youth members. Our nights away included a 9 night visit by 53 scouts and explorers and 10 adult members to the Kandersteg International Scout Centre in Switzerland. We supported many county and district events including a county cub/beaver camp and had teams triumph in "Operation Chameleon", a county-organised wide game, and the County Night Hike, both major achievements against very strong competition.

Section E	Financial Review
Brief statement of the charity's policy on reserves	<p>Reserves Policy</p> <p>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 six months running costs, circa £5,000.</p> <p>The Group held reserves of £12,402 (2024: £12,229) against this at year end. This is above the level required for operating expenses but it is considered prudent to maintain a healthy buffer. The year ended 31 March 2025 includes the first full year of the Squirrel Drey that was established in the prior year. There was an increase in the capitation cost year on year of £1,599. £570 was raised in donations and £2,254 from Gift Aid.</p>
Details of any funds materially in deficit (circumstances plus steps to eliminate)	Not applicable.
Further financial review details (optional information)	<p>You may choose to include additional information, where relevant, about:</p> <p>Investment Policy</p> <p>The Group does not have sufficient funds to consider 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.</p> <p>The Group Trustee Board regularly monitors bank balances and the interest rates received to ensure the Group obtains appropriate value and income from its banking arrangements while also keeping administration of such balances to a minimum.</p>

Section F

Other Optional Information

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

The group plans to continue to provide exciting activities for its members which is dependent on continuing to attract adult volunteers to maintain its leadership teams and to engage with parents and carers in a manner that fosters their support.

Section G

Declaration

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

Signed on behalf of the charity's trustees

Signatures

Names

Jill Bowman Louis Burns

Positions

Chair Treasurer

Date

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Scrutineer's report to the trustees

Scrutineer's Report to the Trustees of 2nd Balsall Common (Methodist) Scout Group

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

Respective responsibilities of Trustees and Scrutineer

As the Group's trustees you are responsible for the preparation of the accounts; you consider that neither the audit nor independent examination requirements of the Charities Act 2011 apply. It is my responsibility without carrying out an audit or independent examination to scrutinise the accounts and to report to you.

Basis of Scrutineer's Statement

In accordance with the directions given in the Group's constitution, I have scrutinised the records and the accounts set out on pages 8 to 10.

Scrutineer's Statement

In my opinion the accounts are in accordance with the records produced to me and comply with the constitution.

Signature

Full name

Address

Date

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Scrutineer's report to the trustees

**Scrutineer's Report to the Trustees of
2nd Balsall Common (Methodist) Scout Group**

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Signature



Full name

Ann Hulme

Address

2 Chattaway Drive, Balsall Common, CV7 7QH

Date

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2nd Balsall Common (Methodist) Scout Group (Charity no. 1119637)

Receipts and payments account

For the year	01/04/2024	To	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	12,938	13,080
Donations	570	450
Gift Aid	2,254	2,112
Other similar income	-	-
Sub total	15,762	15,642
Grants		
Other grants	-	-
Sub total	-	-
Self-financing events		
Beavers climbing	-	720
Cub camp	5,006	670
Cubs bowling	-	373
Cubs climbing and bouldering	1,487	-
Cubs/Scouts Hado	470	371
Cubs kayaking	102	-
Cubs/Scouts laser quest	1,041	814
Beavers/Cubs sleepover event	3,150	662
Group camp	4,231	3,128
Group leaders' 40th anniversary celebration	-	183
Pantomime and theatre shows	422	-
Scout group Switzerland trip	26,300	9,700
Scouts activity expenses	147	249
Scouts dragon boat racing	378	-
Scouts frisbee golf	-	192
Scouts hiking and camping weekends	1,533	1,603
Scouts ice skating	-	411
Scouts summer camp	2,028	5,730
Scouts Operation Chameleon	1,320	1,110
Sub total	47,615	25,916
Other income		
Rental income	-	-
Sub total	-	-
Investment income		
Bank interest	172	162
Sub total	172	162
Total gross income	63,549	41,720
Asset and investment sales, etc.	240	-
Total receipts	63,789	41,720

2nd Balsall Common (Methodist) Scout Group (Charity no. 1119637)

Receipts and payments account

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

	2024/25 Unrestricted funds £	2023/24 Unrestricted funds £
Payments		
Charitable Payments		
Uniform, neckers and badges	1,217	2,601
Capitation	9,120	7,521
Rent	3,672	3,094
Insurance	910	877
Admin/establishment/sundry	123	37
Leaders' training	181	-
Equipment repairs	-	707
Sundry equipment purchased	384	454
Donations out	-	-
GoCardless Charges	1,265	1,207
OSM Charges	60	66
Sub total	16,931	16,564
Self-financing events		
Beavers climbing/bouldering	-	720
Beavers/cubs sleepover	2,664	420
Cub camp	5,255	1,358
Cubs climbing/bouldering	480	-
Cubs/Scouts bowling	180	828
Cubs/Scouts Hado	480	360
Cubs kayaking	50	-
Cubs/Scouts laser quest	1,270	256
Group camp	4,170	5,259
Group activity day	1,441	-
Other Beavers activity expenses	295	422
Other Cubs activity expenses	183	405
Pantomime and theatre shows	493	-
Group leaders' 40th anniversary celebration	-	414
Scouts dragon boat racing	570	-
Scouts frisbee golf	-	188
Scout group Switzerland trip	35,296	3,742
Scouts ice skating	-	417
Scout summer camp	913	5,515
Scouts activity expenses	306	629
Scouts camping and hiking events	1,730	1,330
Scouts Operation Chameleon	1,330	1,080
Sub total	57,105	23,343
Total Gross Expenditure	74,037	39,907
Asset and investment purchases etc.	-	2,192
Total payments	74,037	42,099
Net of receipts/(payments)	- 10,248	- 379
Cash funds last year end	24,106	24,485
Cash funds this year end	13,858	24,106

2nd Balsall Common (Methodist) Scout Group (Charity no. 1119637)

Receipts and payments account

For the year	01/04/2024	To	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	1,456	11,877
Bank deposit account	12,402	12,229
Total cash funds	13,858	24,106
Other monetary assets		
Tax claim	2,304	2,554
Sub total	2,304	2,554
Non monetary assets for charity's own use		
Scouting equipment	4,813	5,731
Sub total	4,813	5,731
Total net assets	20,975	32,391

The above receipts and payments account and statement of assets and liabilities were approved by the Trustees on **14th September 2025** (the date of the Trustee Board meeting that approved the accounts) and signed on their behalf by

Signatures

Names

Jill Bowman Louis Burns

Positions

Chair Treasurer