

# Trustees' Annual Report

For the period

From (start date)

0 4 0 4 2 3

to end date

0 4 0 4 2 4

## Section A

### Reference and administration details

Charity name

1st Ivinghoe and Pitstone Boy Scout Group

Other names the charity is known by

N/A

Registered charity number (if any)

1 1 4 0 1 80

HQ registration number

S1 0 0 1 2 7 7 8

Charity's principal address

The Hut

Ivinghoe

Bedfordshire

Postcode

L

U

7

9

E

X

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	Andrew Woods		
2	Ben Storrar		
3	Martin Lee	Treasurer	
4	Ben Woods		
5	Al Lucas		
6	Helena Brennan		
7			
8			
9			
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
Scrutineer	John O'Keeffe	4 Rowland Close, Pitstone, Bedfordshire

**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:

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 Trustee Board consists of the Chair (unfilled), Treasurer and 6 Trustees (including 1 Ex Officio Trustees, and 2 co-opted Trustees) and meets every two 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)
	<p data-bbox="609 965 1082 992"><b>Risk and Internal Control (Specimen 1)</b></p> <p data-bbox="609 992 1299 1131">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:</p> <p data-bbox="609 1162 1299 1359">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.</p> <p data-bbox="609 1391 1299 1500">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.</p> <p data-bbox="609 1532 1299 1729">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.</p> <p data-bbox="609 1760 1299 1957">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.</p> <p data-bbox="609 1989 1299 2089">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</p>

closure of a section. In the worst case scenario the complete closure of the Group.

Section C	Objectives and activities
Summary of the objects of the charity set out in its governing document	<p><b>The Purpose of Scouting</b> Scouting exists to actively engage and support young people in their personal development, empowering them to make a positive contribution to society.</p> <p><b>The Values of Scouting</b> As Scouts we are guided by these values: <b>Integrity</b> - We act with integrity; we are honest, trustworthy and loyal. <b>Respect</b> - We have self-respect and respect for others. <b>Care</b> - We support others and take care of the world in which we live. <b>Belief</b> - We explore our faiths, beliefs and attitudes. <b>Co-operation</b> - We make a positive difference; we co-operate with others and make friends.</p> <p><b>The Scout Method</b> 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>Our volunteer leaders will meet prior to each term, to plan a new programme of activities for their section. This will include badge and award activities that cover the Scout Method, Values and Purpose. Examples include supporting the Remembrance Day Parade, completing the Endurance 10 activities in teams and Young Leaders (aged 14-18) supporting the delivery of our sectional programmes.</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 Trustee Board regularly reviews any grants we have received, as well as considering new grant opportunities. Any grant applications are made in line with the charity objectives and the rules of The Scout Association.
--

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

Offering adventurous Scouting Programmes to approximately 140 young people. Running a wide range of activities that will equip our members with valuable life skills, including: kayaking, rifle shooting, camping, hiking, nights away and navigation. Maintaining excellent relations with the local community and supporting the school, church and others with their activities. Running camps for all ages, both indoors and outdoors. Completing the full programme of Scouting badges and awards, including Chief Scout Bronze, Silver and Gold Awards.
--

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 6 months running costs, circa £7500.

The Group held reserves of approximately £28303 against this at year end. This is above the level/below required for operating expenses. However this can be explained by .....

Quantify and explain any designations

We are saving towards building new premises as our current one is not as fit for purpose as it needs to be now. We already have the offer of land to build this new premises on.

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

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;

**Investment Policy (Specimen 1)**

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 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.

Section F

Other Optional Information

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

We are currently raising funds to build a new hut; to replace our current meeting place. We have an offer of land and are anticipating a multi-year effort to raise funds to develop a new building on that site.

Section G

Declaration

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

Signed on behalf of the charity’s trustees

Signature(s)	ACWoods	
Full name(s)	Andrew Woods	
Position (eg Secretary, Chair)	Group Lead Volunteer	
Date	030225	

# Ivinghoe and Pitstone Boy Scout Group (1140180)

## Receipts and payments account

	For the year from	01/04/2023	To	31/03/2024
<b>Receipts and payments</b>				
		<b>2024</b>		<b>2023</b>
		<b>£</b>		<b>£</b>
<b>Receipts</b>				
<b>Donations, legacies and similar income</b>				
Membership subscriptions		15166.50		14317.50
Donations for New Hut		3425.00		371.09
Legacies		0.00		
Gift Aid		3257.18		9657.36
Other similar income		0.00		0.00
<b>Sub total</b>		<b>21848.68</b>		<b>24345.95</b>
<b>Grants</b>				
Maintenenance grant		0.00		0.00
Other grants		0.00		0.00
<b>Sub total</b>		<b>0.00</b>		<b>0.00</b>
<b>Fundraising events (gross)</b>				
Vale Lottery		219.00		304.50
Golden Giving		1840.35		1446.48
Amazon Core		21.59		19.77
Easy Fundraising		379.11		378.59
Other Fund Raising		1264.80		4108.73
Green People Clothes Recycling		0.00		203.40
<b>Sub total</b>		<b>3724.85</b>		<b>6461.47</b>
<b>Scout hut income</b>				
Hire of building		0.00		0.00
Hire of equipment		0.00		0.00
Other Scout hut income		0.00		0.00
<b>Sub total</b>		<b>0.00</b>		<b>0.00</b>
<b>Investment income</b>				
Bank interest		253.22		40.22
The Scout Association Short Term Investment Service		0.00		0.00
Other investment income		0.00		0.00
<b>Sub total</b>		<b>253.22</b>		<b>40.22</b>
<b>Total Gross Income</b>		<b>25826.75</b>		<b>30847.64</b>
<b>Asset and investment sales, etc.</b>		<b>0.00</b>		<b>0.00</b>
<b>Total receipts</b>		<b>25826.75</b>		<b>30847.64</b>



# Ivinghoe and Pitstone Boy Scout Group (1140180)

## Receipts and payments account

	For the year from	01/04/2023	To	31/03/2024
<b>Receipts and payments</b>				
		<b>2024</b>		<b>2023</b>
		<b>£</b>		<b>£</b>
<b>Payments</b>				
<b>Charitable Payments</b>				
Membership subscriptions paid on (National/County/Area/District)		0.00		12431.00
Youth programme and activities		0.00		446.32
Rent		0.00		0.00
Water and Sewerage		212.66		258.53
Electricity and Gas		1293.61		896.39
Insurance		1300.60		1083.20
Cleaning		285.00		20.00
Equipment and Neckers and Uniform Badges		813.40		324.13
Refunds to parents and leaders		12.00		203.00
OSM		0.00		0.00
Uniforms		0.00		0.00
AGM and trustee expenses		0.00		0.00
Term Funds Spent		3593.33		2759.38
Grass Cutting		345.00		360.00
Fire Equipment Servicing		290.27		0.00
<b>Sub total</b>		<b>8145.87</b>		<b>18781.95</b>
<b>Fundraising expenses</b>				
Diggerland		0.00		2055.00
Other fundraising costs		600.69		405.02
<b>Sub total</b>		<b>600.69</b>		<b>2460.02</b>
<b>Total Gross Expenditure</b>		<b>8746.56</b>		<b>21241.97</b>
<b>Asset and investment purchases, etc.</b>		<b>0.00</b>		<b>0.00</b>
<b>Total payments</b>		<b>8746.56</b>		<b>21241.97</b>
<b>Net of receipts/(payments)</b>		<b>17080.19</b>		<b>9605.67</b>
<b>Cash funds last year end</b>		<b>55457.77</b>		<b>45852.10</b>
<b>Cash funds this year end</b>		<b>72537.96</b>		<b>55457.77</b>



# Ivinghoe and Pitstone Boy Scout Group (1140180)


## Receipts and payments account

	For the year from	31/03/2023	To	31/03/2024

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

		2024		2023
		£		£
<b>Cash funds</b>				
Bank current account		41412.45		45129.45
Bank deposit account		28303.46		9182.94
The Scout Association Short Term Investment Service		0.00		0.00
Cash/Floats		2822.05		1145.38
<b>Total cash funds</b>		<b>72537.96</b>		<b>55457.77</b>
<b>Other monetary assets</b>				
Tax claim		0.00		0.00
Debts due from the County/Area/District/Group		0.00		0.00
Insurance claim		0.00		0.00
<b>Sub total</b>		<b>0.00</b>		<b>0.00</b>
<b>Investment assets</b>				
Investment property - detail		0.00		0.00
Quoted investments		0.00		0.00
Other investments - detail		0.00		0.00
<b>Sub total</b>		<b>0.00</b>		<b>0.00</b>
<b>Non monetary assets for charity's own use</b>				
Badge stock		0.00		0.00
Shop stock		0.00		0.00
Other stock		0.00		0.00
Land and buildings		0.00		0.00
Motor vehicles		0.00		0.00
Scouting equipment, furniture etc		0.00		0.00
Other		0.00		0.00
<b>Sub total</b>		<b>0.00</b>		<b>0.00</b>
<b>Liabilities</b>				
Accounts not yet paid		0.00		0.00
Expenses incurred but not invoiced		0.00		0.00
Subscriptions not yet paid		0.00		0.00
Loan - detail		0.00		0.00
Other liabilities		0.00		0.00
<b>Sub total</b>		<b>0.00</b>		<b>0.00</b>
<b>Total net assets</b>		<b>72537.96</b>		<b>55457.77</b>

The above receipts and payments account and statement of assets and liabilities were approved by the Trustees on Xth X 200X (the date of the Executive Committee meeting that approved the accounts) and signed on their behalf by

Signature		Print		Name
				Chair
		MARTIN LEE.		Treasurer



## Scrutineer's Report to the Trustees of Ivinghoe and Pitstone Boy Scout Group

I report on the accounts of the Group for the year ended 31 March 2024

### Respective responsibilities of Trustees and Scrutineer

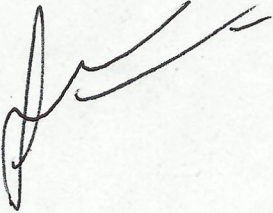
As the Group's trustees you are responsible for the preparation of the accounts; you consider that neither the audit nor independent examination requirements of the Charities Act 2011 apply. It is my responsibility without carrying out an audit or independent examination to scrutinise the accounts and 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 1 to 3

### Scrutineer's Statement

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



Name: .....Mr J K O'Keeffe FCA.....

Address: ..4 Rowland Close.....

.....Pitstone.....

.....Bucks.....

.....LU7 9FP.....

Date: .....2<sup>nd</sup> February 2025.....