

# 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 Bradley Stoke Scout Group
Other names the charity is known by	None
Registered charity number (if any)	1 1 4 0 4 5 3
HQ registration number	1 0 0 1 6 4 9 4
Charity's principal address	64 Diana Gardens Bradley Stoke Bristol Postcode: B S 3 2 8 D D

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	Dan Shadbolt	Group Lead Volunteer (ex-officio)	
2	Hugh Thorpe	Group Treasurer (ex-officio)	
3	Barbara Holliday	Trustee (elected)	
6	Belinda Hodgson	Group Fundraising Co-ordinator (elected)	
7	Richard James	Trustee (elected)	
8	Helen James	Administrator	

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
Accountants	Spectrum Accountancy Solutions Limited	18 Broad Street, Staple Hill, Bristol BS16 5NX

## 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 granted 4 January 1912, which in turn gives authority to the Bye Laws of the Association and The Policy, Organisation and Rules of The Scout Association.
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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.
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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.
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Additional governance issues (optional information but encouraged as best practice)

You may choose to include additional Policies and Procedures adopted for:	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.
a) the induction and training of trustees;	
b) trustee' consideration of major risks and the systems and procedures to manage them	The Trustee Board is a team of volunteers who work together, as Charity Trustees, to make sure 1st Bradley Stoke Scout Group is run safely and legally. They act collectively in the best interests of the Scout Unit members. At the heart of their role is a focus on strategy, performance and assurance and to ensure that the Group's aims are aligned with The Scout Association overall aims and strategic goals; and are being delivered effectively and sustainably. The board consists of a Group Treasurer, Group Lead Volunteer and 3 independent representatives The Trustee Board meets at least 7 times a year.  The Trustee Board is operating with the the position of a Group Chair vacant with minimal risk to the Group by utilising the Group Lead Volunteer temporarily fulfilling the Chair position. Positive campaigns to recruit a new Chair have so far failed to identify a suitable candidate but continues to be a priority for the Group.  Members of the Trustee Board are elected or appointed at the Annual General Meeting of the

Members of the Trustee Board are elected or appointed at the Annual General Meeting of the Group Scout Council which includes all adult and associate members of the Scout Group, including parents, carers and guardians of young members, and all our Leaders.

Members of the Trustee Board complete 'Being a Trustee in Scouts' training within the first 5 months of joining the committee.

This Trustee Board exists to support the Group 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 committees 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

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.

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 6 to 18. If there was a reduction in membership in a particular section or 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.

The Group has in place systems or controls that are designed to provide reasonable assurance against material mismanagement or loss, these include 2 signatories for any payments and comprehensive insurance policies to enable that insurable risks are covered.

There have been no insurance claims during this reporting period

#### General Data Protection Regulation

On the 25th May 2018 the European Union introduced new legislation for the protection of personal data. The General Data Protection Regulation known as GDPR sets a common standard across all businesses and organisations that handle personal data for any EU person. The GDPR applies to all countries handling EU personal data even if the country is not part of the European Union. The GDPR ensures that each person is aware of how organisations use the data they hold about them is adequately protected and that the person has provided consent for the data to be used in that way by the organisation.

The 1st Bradley Stoke Scout Group takes Data Protection and Privacy very seriously. Our Data Privacy Notice can be found within the homepage on our website [www.1st.bradley-stoke-scouts.org](http://www.1st.bradley-stoke-scouts.org)

## Section C

### Objectives and activities

Summary of the objects of the charity set out in its governing document

#### **The Purpose of Scouting**

The objectives of the group are part of the wider Scout Association. The purpose of the Scout Movement is to contribute to the development of young people in achieving their full physical, intellectual, emotional, social and spiritual potentials as individuals as responsible citizens and as members of their local, national and international communities.

### The Scouting Vision and Strategy

A new strategy is currently being developed and is scheduled for release by the Scout Association in 2026

### The Values of Scouting

Scouts exists to actively engage and support young people in their personal development. They should feel empowered to make a positive contribution to society. The values provide everyone involved in Scouts with a guide for how to act:

**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

All members of 1st Bradley Stoke Scout Group, whether young people or adult volunteers, make a Scout Promise in which they promise to do their best to help other people and to be trusted, loyal, friendly and considerate, to have courage in difficulty, to have self-respect and to respect others.

The Group arranges a programme of weekly meetings during school term times held at a local community centre and a primary school venue. Meetings provide indoor or outdoor activities and challenges for young people of all ages between six and 18 years of age:

- The Beaver section is for young people between six and eight years. The Group has three colonies meeting on Monday, Tuesday and Thursday evenings.
- The Cubs section is for young people between eight and 10.5 years. The Group has four packs meeting on Monday, Tuesday, Wednesday and Thursday evenings.
- The Scout section is for young people between 10.5 and 14 years of age. The Group has three troops meeting on Monday, Wednesday and Thursday evenings.

1st Bradley Stoke Scouts also have a partnership with an Explorer Scouts unit for young people between the ages of 14 and 18 years of age. This unit is administered independently of the Group but holds its meetings in the same venues sharing resources. The Explorers working with adult volunteers plan their own programme of activities.

Also part of the Group and who are administered and represented on the Trustee Board are The Water Rats (providing open water activities) and Top Shots (providing outdoor target shooting activities). They provide incredible opportunities for young people across all sections to learn and develop new skills. In addition the group now has a Bushcraft section with the aim of introducing and developing young people in the more traditional scouting activities. The Bushcraft section provides first hand teaching in knife skills, firefighting and tarpology. All sections are widely used and supported by 1st Bradley Stoke Scouts as well as other local scout groups.

To help young people in their personal development, if and when our leaders judge that they are ready for the challenge, they may be given a position of responsibility. For example, at the age nine or ten, a young person may be promoted to the role of 'Sixer' or 'Seconder' within the Cubs section with responsibility for a small group of Cubs. Within Scout troops, young people can take responsibility as 'Patrol Leaders' and 'Assistant Patrol Leaders'. Later, as a teenager in the Explorer sections they may choose to join the 'Young Leaders' programme and assist adult volunteers in the planning and running of programmes for a younger section.

The Group continues to deliver the most diverse set of activities, life skills and informal learning in the community for our young people giving great value for money.

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

The Group in its entirety organises weekend and holiday activities that include camps, hikes and other outdoor activities. They also participate in programmes of events that are organised at District, County or National levels. Included in this reporting period was the attendance of 35 members of Scouts and Explorers at Kandersteg August 2024. This was a world scout gathering at the International Scouts HQ in Switzerland. It was an amazing opportunity to network and share ideas thereby enhancing personal and group development. Attendees were self funded and supported by the group with fundraising activities.

A significant event for all sections is the annual Remembrance Day Parade. Organised by the Group this is a community event attended by representatives of other local charities, the town council and members of the public. The parade involves a procession by all sections and other local young people groups led by our affiliated Marching Band to the Bradley Stoke War Memorial and each year has a different relevant theme. This event is always well attended and provides an opportunity for greater learning and understanding as well as demonstrating new skills.

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Young people in scouting can earn badges in recognition of skills learned, challenges met, and activities carried out. Our regular programmes and our camp activities are designed to meet the requirements for these badges. Young people who participate fully in the Group's activities will complete enough activities and challenges to be rewarded with the Chief Scout's Award which they can wear with justified pride. This reporting year 28 Chief Scout Awards were awarded across the group as well as a total of 1,870 badges - what a fantastic achievement.

## 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 Executive Committee has not drawn on reserves and has formally set aside £10,140.

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

None

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);
- investment policy and objectives;

#### Accounts

The Group's Accounts for the period 1st April 2024 to 31st March 2025 have been prepared on a Receipts and Payments basis in line with guidance set out by the Scout Association and the Charities Commission in order to comply with the Charities Act 2011. The Accounts have been subject to independent examination by Spectrum Accountancy Solutions Limited in accordance with the Charities Act 2011. The Group Accounts together with the Examiners report are attached. See Appendix 1

The Board of Trustees does not consider it appropriate for the group to invest in assets other than cash and has not identified any fund it would be appropriate to hold in longer term investments. All funds are therefore held in cash with Lloyds Bank.

#### Income and Expenditure

Excluding restricted funds, the Group had a total income for the year of **£62,201**.

#### Cash funds

The general reserve for contingencies remains in line with Finance Policy at £10,140 and the development fund is largely unchanged at £13,684. Previous negotiations alongside the council to achieve a permanent storage facility have had to be reviewed due council budget constraints. Further work continues to identify an alternative solution for the benefit of both the council and the Group.

## Section F

### Other Optional Information

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

The group has no plans to relocate. Early stage engagement with local council to provide new and additional storage facility for Group assets at rear of Brook Way Community Centre.

During the next reporting year the intention is to complete a factfinding exercise as to the viability and ability of opening a Squirrel section.

## 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)

Position (eg Secretary,

--	--

Date

D	D	M	M	Y	Y
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<b>Section A - Receipts and payments</b>				
	<b>Unrestricted funds</b>	<b>Restricted funds</b>	<b>Total funds</b>	<b>Last year</b>
	<b>to the nearest £</b>	<b>to the nearest £</b>	<b>to the nearest £</b>	<b>to the nearest £</b>
<b>Receipts</b>				
<b>Donations, legacies and similar income</b>				
Membership subscriptions	38,249		38,249	39,046
Less: Subscriptions paid on	(12,793)		(12,793)	(12,600)
Net subscriptions retained	<b>25,456</b>	<b>0</b>	<b>25,456</b>	<b>26,446</b>
Group events	18,585		18,585	27,013
Gift Aid	5,821		5,821	6,152
Other similar income	0		0	0
<b>Sub total</b>	<b>49,862</b>	<b>0</b>	<b>49,862</b>	<b>59,611</b>
<b>Grants</b>				
Grants	0		0	0
<b>Sub total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Fundraising (gross)</b>				
Fundraising for 1st Bradley Stoke Scouts	4,656		4,656	1,804
Fundraising for other charitable causes	0		0	0
<b>Sub total</b>	<b>4,656</b>	<b>0</b>	<b>4,656</b>	<b>1,804</b>
<b>Investment income</b>				
Bank interest	491		491	251
Property rent income	556		556	535
<b>Sub total</b>	<b>1,047</b>	<b>0</b>	<b>1,047</b>	<b>786</b>
<b>Total Gross Income</b>	<b>55,565</b>	<b>0</b>	<b>55,565</b>	<b>62,201</b>
<b>Asset and investment sales</b>	0		0	0
<b>Total receipts</b>	<b>55,565</b>	<b>0</b>	<b>55,565</b>	<b>62,201</b>

Section A - Receipts and payments				
	Unrestricted funds	Restricted funds	Total funds	Last year
	to the nearest £	to the nearest £	to the nearest £	to the nearest £
<b>Payments</b>				
<b>Charitable payments</b>				
Rent	(16,914)		(16,914)	(15,410)
Insurance	(973)		(973)	(1,102)
Training	(546)		(546)	(1,025)
Uniforms	(1,960)		(1,960)	(892)
Badges	(2,430)		(2,430)	(2,005)
Section consumables	(2,787)		(2,787)	(2,991)
Group events	(21,754)		(21,754)	(26,265)
Other similar expenditure	(4,373)		(4,373)	(4,568)
<b>Sub total</b>	<b>(51,737)</b>	<b>0</b>	<b>(51,737)</b>	<b>(54,258)</b>
<b>Fundraising expenses</b>				
Cost of fundraising events	(1,190)		(1,190)	(840)
Donations to other charitable causes	(150)		(150)	0
<b>Sub total</b>	<b>(1,340)</b>	<b>0</b>	<b>(1,340)</b>	<b>(840)</b>
<b>Total Gross Expenditure</b>	<b>(53,077)</b>	<b>0</b>	<b>(53,077)</b>	<b>(55,098)</b>
<b>Asset and investment purchases</b>	(1,995)		(1,995)	(3,946)
<b>Total payments</b>	<b>(55,072)</b>	<b>0</b>	<b>(55,072)</b>	<b>(59,044)</b>
<b>Transfers between funds</b>	0	0	0	0
<b>Net of receipts/(payments)</b>	<b>493</b>	<b>0</b>	<b>493</b>	<b>3,157</b>
<b>Cash funds last year end</b>	36,996	340	<b>37,336</b>	34,179
<b>Cash funds this year end</b>	<b>37,489</b>	<b>340</b>	<b>37,829</b>	<b>37,336</b>

The Group has unused restricted funds of £340 (prior year £340) in respect of a grant from South Gloucestershire Council to support disadvantaged members.

<b>Section B - Statement of assets and liabilities at the end of the period</b>				
	<b>Unrestricted funds</b>	<b>Restricted funds</b>	<b>Total funds</b>	<b>Last year</b>
	<b>to nearest £</b>	<b>to nearest £</b>	<b>to nearest £</b>	<b>to nearest £</b>
<b>Cash funds</b>				
Bank current account	9,417	340	<b>9,757</b>	11,501
Prepaid cards	3,763		<b>3,763</b>	2,011
Bank deposit account	24,309		<b>24,309</b>	23,824
	<b>37,489</b>	<b>340</b>	<b>37,829</b>	<b>37,336</b>
<b>Non monetary assets retained for the charity's own use</b>				
Scouting equipment, furniture etc.	31,289		<b>31,289</b>	29,394
Water section equipment	12,014		<b>12,014</b>	12,014
	<b>43,303</b>	<b>0</b>	<b>43,303</b>	<b>41,408</b>
<b>Liabilities</b>				
Accounts not yet paid	0		<b>0</b>	0
	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

Non-Monetary Assets are shown at insured value.

The above receipts and payments account and statement of assets and liabilities were approved by the Trustees on 10 June 2025 and signed on their behalf by

pp Chair: Dan Shadbolt (GLV)

Treasurer: Hugh Thorpe





1st Bradley Stoke Scout Group  
Year Ended 31 March 2025

**Independent Examiner's Report to the Trustees of 1<sup>st</sup> Bradley Stoke Scout Group**

I report to the charity trustees on my examination of the accounts of 1<sup>st</sup> Bradley Stoke Scouts Group (the Trust) for the year ended 31 March 2025.

**Responsibilities and basis of report**

As the charity trustees of the Trust 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 Trust's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all 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 Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

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.

Daisy Vowles MAAT  
Spectrum Accountancy Solutions Limited  
18 Broad Street  
Staple Hill  
Bristol  
BS16 5NX

Date: 26 June 2025

Section A - Receipts and payments				
	Unrestricted funds	Restricted funds	Total funds	Last year
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<b>Liabilities</b>				
Accounts not yet paid	0		<b>0</b>	0
	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

Non-Monetary Assets are shown at insured value.

The above receipts and payments account and statement of assets and liabilities were approved by the Trustees on 10 June 2025 and signed on their behalf by

pp Chair: Dan Shadbolt (GLV)

Treasurer: Hugh Thorpe



1st Bradley Stoke Scout Group  
Year Ended 31 March 2025

**Independent Examiner's Report to the Trustees of 1<sup>st</sup> Bradley Stoke Scout Group**

I report to the charity trustees on my examination of the accounts of 1<sup>st</sup> Bradley Stoke Scouts Group (the Trust) for the year ended 31 March 2025.

**Responsibilities and basis of report**

As the charity trustees of the Trust 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 Trust's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all 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 Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

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.

Daisy Vowles MAAT  
Spectrum Accountancy Solutions Limited  
18 Broad Street  
Staple Hill  
Bristol  
BS16 5NX

Date: 26 June 2025