

Trustees' Annual Report

For the period

From (start date)

0	1	0	4	2	4
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to end date

3	1	0	3	2	5
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Charity name

11th Eastbourne (St Richard's) Langney Scout Group

Other names the charity is known by

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Registered charity number (if any)

1	1	6	7	7	4	3
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HQ registration number

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Charity's principal address

Scout Association

Priory Road, Eastbourne

East Sussex

Postcode

B N 2 3 7 A 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	Charlotte Punchard	Group Chair	
2	Penelope Laycock	Comittee member	
3	Natalie Voce	Treasurer	
4	Mark Osborne	Group Lead Volunteer	
5	Ross Putland	Scout Lead Volunteer	
6	Tim Coombes	Cub Lead Volunteer	
7	Nicola Fallon	Beaver Lead Volunteer	
8	Natalie Fisher	Cub leader volunteer	
9	Laura Putland	Committee Member	
10			
11			
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

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 trustees, 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 Committee consists of 2 independent representatives, Chair and Treasurer together with the Group lead volunteer, individual section leaders (if opted to take on the responsibility) and parent's representation and meets every 3 months.

Members of the Trustee board complete 'Essential Information for Executive Committee' training within the first 5 months of joining the committee.

This group 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.

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 trustee 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 6 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.

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

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Activities following scouting programme requirements

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.

Summary of the main achievements of the charity during the year

During the year, the committee have managed to procure grant funding towards various much needed improvements to our site at BushyWood etc. The committee are working towards obtaining grant funding for the building repairs at head Quarters.

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 £1500.

Quantify and explain any designations

See separate financial statements

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);

- how expenditure has supported the key objectives of the charity;

- investment policy and objectives;

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.


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

Building repair to HQ

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

Signed on behalf of the charity's trustees

Signature(s)

Full name(s)

CHARLOTTE PUNCHARD. NATALIE VOCE

Position (eg Secretary, Chair)

CHAIR TREASURER

Date

230925



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name	No (if any)
11th EASTBOURNE (ST RICHARD'S) LANGNEY SCOUT GROUP	1167743

Receipts and payments accounts

CC16a



For the period from	Period start date 01/04/2024	To	Period end date 31-Mar-25
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	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Membership subscriptions	14,303	-	-	14,303	13,877
Donations	3,100	-	-	3,100	619
Activities	17,187	-	-	17,187	8,424
Gift Aid	2,600	-	-	2,600	1,950
Other similar income	776	-	-	776	520
Other grants	-	-	-	-	2,300
Fundraising activities	908	-	-	908	1,146
Letting of building	-	-	-	-	-
Bank interest	40	-	-	40	35
	-	-	-	-	-
Sub total (Gross income for AR)	38,914	-	-	38,914	28,871
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	38,914	-	-	38,914	28,871
A3 Payments					
Membership subscriptions paid	10,210	-	-	10,210	4,939
Youth programme and activities	16,196	-	-	16,196	7,992
Rent	1,800	-	-	1,800	-
Water and sewerage	88	-	-	88	77
Electricity and gas	1,044	-	-	1,044	911
Insurance	1,593	-	-	1,593	1,166
Repairs and renewals	4,235	-	-	4,235	2,733
Materials and equipment	477	-	-	477	2,804
Printing and photocopying	11	-	-	11	151
Uniforms	2,759	-	-	2,759	2,257
Computer and internet	760	-	-	760	635
General expenses	303	-	-	303	237
Bank fees	1,221	-	-	1,221	713
Legal fees	-	-	-	-	-
Other fundraising costs	500	-	-	500	-
Sub total	41,197	-	-	41,197	24,615
A4 Asset and investment purchases, (see table)					
Fixed assets	807	-	-	807	-
	-	-	-	-	-
Sub total	807	-	-	807	-

Total payments	42,004	-	-	42,004	24,615
Net of receipts/(payments)	- 3,090	-	-	- 3,090	4,256
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	23,171	-	-	23,171	18,915
Cash funds this year end	20,081	-	-	20,081	23,171

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Bank current account	19,501	-	-
	Expense cards	480	-	-
	Cash float	100	-	-
	Total cash funds	20,081	-	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
B2 Other monetary assets	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on
behalf of all the trustees

	Signature	Print Name	Date of approval
Chair		CHARLOTTE PUNCHARD	23/9/25
Treasurer		Natalie Voke	23/9/25

Examiner – Jenny Bruton.

Member of Professional body: AAT (Association of Accounting Technician.

Accounts prepared: On receipts & payments basis.

Check List:

	Bank	Observations
Opening Balance:	£23,171.47	- None-
Closing Balance	£20,080.83	- None-

Observations from the Accounts:

Double rent paid in 2025 accounts. For 2024 & 2025.

Reporting:

1. Receipt in donations from unknown contributor. This will be reversed if found to belong elsewhere.
2. 11th Eastbourne Accounts are now all electronic on OSM Accounts.
3. Leaders now have expense cards. Group spend has been tightened up so each unit is fully aware of spend limits moving into 2025.
4. Gift Aid increased as each group is now at maximum capacity & fee costs have increased. Gift aid reported in this financial year was for 23/24 & included £585.05 of one off donation from bag packing.
5. Scouting records are in good order & reflect the income/expenses through the bank.
6. Format is correct & accounts have been spot checked for accuracy.
7. Reserves appear to be well considered & funding will be sort where needed.
8. 25/26 will see a focus on renewing the cladding on the hut to prolong it's lifespan. 24/25 saw great work in creating a usable hut for Bushy wood.
9. Membership costs include 2 years due to a delay in getting the correct invoice from district for 23/24 – this was paid in Apr24, then the 24/25 invoice was paid in Mar25.
10. The Asset list is correct as of April25.

Independent examiner's report to the trustees of 11th Eastbourne Scout Group.

I report to the trustees on my examination of the accounts of the 11th Eastbourne Scout Group (the trust) for year ended 31st 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 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 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 Trust 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 should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Signed Name:



Jenny Bruton (Association of Accounting Technicians)
Address: 32 Queens Crescent, Eastbourne, BN23 6JS.
Date: 9th April 2025