



1st Weston Green Scout Group

Trustees' Annual Report for the period

from 1 April 2024 to 31 March 2025

Section A: Reference and Administration Details

Charity name: 1st Weston Green (All Saints) Scout Group

Registered charity number: 1180590

Scout Association registration number: 10011869

Charity's principal address: The Scout Group is based at the Church Hall, All Saints Church, Chestnut Avenue, Weston Green, Esher KT10 8JL. Most of our regular section meetings are held at the Church Hall, which is a facility that we share with the Church and with other community groups. Our address for correspondence is that of our Group Chair: 36 Lower Green Road, Esher, Surrey KT10 8HD.

During the period to 31 March 2025, the trustees who managed the charity were:

- | | |
|--------------------|---------------------------------|
| • Nigel Harris | Chair |
| • Andrew Panayides | Treasurer |
| • Hannah Yeomanson | Secretary (resigned 22/07/2024) |
| • Nick Fisk | Group Scout Leader |
| • Emma Harris | Trustee |
| • Felix Jackson | Trustee (resigned 08/01/2025) |
| • John Coghlan | Trustee |
| • Kirstie Wood | Trustee |
| • Samantha Holmes | Trustee |
| • Mariella O'Leary | Trustee (appointed 24/03/2025) |

On the advice of the Scout Association, we have discontinued the role of Group Secretary. Hannah Yeomanson continues as secretary to the trustee board, but is no longer a trustee.

Other advisors:

- | | |
|-------------------|--------------------------------------|
| • LK & Associates | Accountant |
| • Lisa Pullen | Independent examiner of the accounts |

Section B: Structure, Governance and Management

Governance and Management

The Group's governing documents are those of 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 (POR) of the Scout Association. The Group is a trust established under these rules which are common to all Scout Groups. The trustees are appointed in accordance with the POR of the Scout Association.

The Group is managed as an educational charity by its Trustee Board, the members of which are the charity trustees. As 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 between three and ten other trustees. As of 31 March 2025, the Trustee Board had eight members, who are all either uniformed leaders or parents of young people who are members of the scout group. The Trustee Board meets a minimum of six times a year, with additional meetings as needed to arrange specific events such as fundraising.

Members of the Trustee Board are appointed at the Annual General Meeting of the Group Scout Council, which includes all adult and associate members of the Scout Group (including the parents and guardians of young members) and all our Leaders, as well as representatives of our sponsoring authority (All Saints Weston Green Church) and Esher District scouts. These appointments follow recommendations from an open selection process initiated by the Trustee Board.

All new members of the Trustee Board must complete training in accordance with the Scout Association POR, including completing essential safety and safeguarding courses, and the *Trustee Induction* training within five months of joining the Board. All members of the Board, along with all adult volunteers having contact with young people on a repeated basis, or on nights away activities, are DBS checked.

The Trustee Board exists to ensure that the charity is well managed, risks are assessed and mitigated, vehicles 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 give young people skills for life.

Risks and Internal Controls

The Trustee Board has identified, and periodically reviews and monitors the main risks to which they believe the Group is exposed. The main areas of concern include:

Injury to leaders, helpers, supporters and members: All active adult volunteers must undertake formal safety training within 30 days of appointment, and every three years thereafter. Volunteers are all issued with a "purple card" detailing emergency procedures. Risk assessments are undertaken before all activities. Safety processes are regularly monitored by the Trustee Board. The Group

contributes to the Scout Association's national accident insurance policy through capitation fees, and takes out additional insurance if needed. We provide additional accident and injury insurance for adult helpers who are not uniformed leaders.

Harm or inappropriate interpersonal interactions involving young people or adult members: All active adult volunteers must undertake formal safeguarding training within 30 days of appointment, and every three years thereafter. Adult volunteers are all issued with a "yellow card" that shows the Scout Association's safeguarding code of conduct for adults. Young leaders (volunteers who are not yet 18) are issued with an "orange card" that details the safeguarding code of conduct that applies to them. All members are actively encouraged at all times to report any safeguarding concerns. Safeguarding processes are regularly monitored by the Trustee Board.

Damage to or loss of vehicles or equipment: The Trustee Board ensures that the Group's vehicles and equipment are properly maintained, licensed, taxed and insured. Any changes in proposed use of vehicles and equipment are discussed and agreed by the Trustee Board. The Group maintains sufficient insurance to mitigate against the risk of loss or damage to our vehicles and equipment.

Reduced income from fundraising: The Group relies on income from fundraising to purchase and maintain vehicles and equipment, and to subsidise the cost of participation in scouting where needed. Subscriptions are charged each term, but these cover only the routine running of the group, such as rental of meeting and storage premises, purchase of badges, consumables for meetings, etc. For events and camps, we charge fees to cover the immediate costs. We aim to keep the subscription and event fees as low as possible, to ensure scouting is accessible to everyone.

Our main fundraising activity is an annual kerbside collection of Christmas trees for recycling. This activity relies on the cooperation of several other parties and involves substantial costs. There is a risk that we may not be able to profitably operate this fundraising method in future years, and would need to engage in alternative fundraising activities.

The group holds a reserve to ensure we would be able to continue our activities, or wind them down in an orderly manner, should there be a major reduction in income. We could also raise the level of subscription fees, should that become necessary, either as a temporary or permanent measure.

Reduction or loss of adult volunteers: The Group relies entirely on volunteers to run and administer the activities of the Group. Most importantly, we need a certain number of uniformed leaders to be able to continue to operate our four sections (Beavers, Cubs, Scouts, and Explorers) at full strength. Many of these volunteers are drawn from among the parents of the young people who join the group. The commitment required is substantial, and understandably, leaders often wish to move on or step down after a few years. If we were unable to maintain the necessary level of uniformed leaders, we might have to reduce the size of a section or close it altogether. In the worst case, we might have to close the entire Group. This is perhaps the greatest risk that the Group faces, and is one that requires constant attention from the Leaders and Trustees to ensure that we are always recruiting and developing new leaders.

Reduction or loss of members: At the end of the period, the Group had a waiting list of around 50 young people. Many of our young members originally joined as Beavers at age six and have worked their way up through the sections, but where space is available, we also have young people who join at older ages, either new to Scouting, or transferring from another Group. However, if there were to be a substantial reduction in the membership of a section, then we might have to reduce the size of a section or close it altogether. While our Beavers and Cubs sections are often fully subscribed, we

tend to lose some young people as they get older, because of other commitments. The Explorer Scout section (age 14-18) is operated jointly with other local scout groups.

The Group has in place systems of internal controls that are designed to provide reasonable assurance against material mismanagement or loss. All payments require the approval of both the Chair and the Treasurer. The Group has comprehensive insurance policies to ensure that insurable risks are covered.

Section C: Objectives and Activities

The purpose of Scouting is to actively engage and support young people in their personal development, empowering them to make a positive contribution to society.

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.

Scouting takes place when young people, in partnership with adults, work together based on these values and:

- take part in activities indoors and outdoors;
- undertake new and challenging activities;
- learn by doing;
- share in spiritual reflection;
- take responsibility and make choices;
- enjoy what they are doing and have fun.

All members of the 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, with indoor or outdoor activities and challenges for young people of all ages between six and eighteen. The Group holds weekly meetings in term times for Beavers (aged 6 to 8), Cubs (8 to 10.5), Scouts (10.5 to 14) and Explorer Scouts (14 to 18).

The Group also organises weekend and holiday activities that include camps, hikes, and other outdoor adventure activities. The Group also participates in programmes of events that are organised at District, County, or National levels.

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 on their uniform with justified pride.

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 age nine or ten, a young person may be promoted to the role of "Sixer" or "Second" within the Cubs section, with responsibility for a group of five or six Cubs. The Scout troop is organized in Patrols, and young people take responsibility as Patrol Leaders and Assistant Patrol Leaders. Later, as a teenager in the Explorer section, as well as taking responsibility for planning the activities of their own section, they may choose to join the Young Leaders programme and assist adult volunteers in the planning and running of programmes for a younger section.

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. Subscription fees are set at a level that covers only the immediate running costs of the Group and the capitation fees to the Scout Association, to ensure they remain as low as possible and do not unduly restrict membership. We admit members primarily from the local community in the immediate area around Weston Green.

As charity trustees, members of the Trustee Board pay due regard to the Charity Commission's public benefit guidance where relevant to our decision making.

Section D: Achievements and Performance

During the period from April 2024 to March 2025, the group continued to provide a full range of scouting activities, including overnight, weekend, and multi-day camps, for young people of all ages from six to seventeen.

Throughout the year, our adult volunteer team organized a really exciting and varied programme of meetings and events, ranging from traditional scouting skills to electronics building and starship simulators. The group continued to participate actively in the competitive events organized by Esher District scouts, and despite the group being relative newcomers to some of the activities, met with some good success. This year, the cubs section shone in both physical and mental disciplines, taking second place in the District quiz competition, and third in the annual District cross country running race.

The group's overall membership numbers remained steady, although still lower than in some prior years. The Beaver section continued to operate at or near its maximum capacity of 24, and we have a list of around 60 children waiting to join, most of them not yet six years old. The Cubs section, which could accommodate up to around 30, remained around 25 through the period, which is manageable by the adult volunteer team. It is the older sections that have seen the biggest drops in numbers, with Scouts down to 15 (from well over 20 a few years ago) and Explorer Scouts holding steady at 12 to 14 members. In the busy family lives of today's pre-teen and teenagers, Scouts is rarely a top priority, and we lose some members to their school studies, and others to sports clubs.

The Group's adult volunteers continued to be led by Nick Fisk, who also leads the Scout section. The group had some significant breaks in continuity a few years back when several long-time leaders stepped down. Since then, Nick's team has gained in experience, and some of the new volunteers who stepped up with perhaps some trepidation have developed into excellent, knowledgeable and experienced team members.

We continue to try to spread the workload by recruiting parents into administrative roles so the uniformed leaders don't have to do everything. We also have some members of the adult volunteer team who can't commit to attending every meeting, but with enough adult volunteers, we can accommodate this through a team approach to leading the sections.

Our main annual fundraising event, the collection of Christmas trees for recycling, was again successfully completed in January 2025, with 1,000 trees collected using three rented vans. After costs, which have increased quite a lot this year, we raised just under £7,000 for the group.

Section E: Financial Review

Reserves Policy

The Group's policy on reserves is to hold sufficient resources to continue the charitable activities of the group, or at the very least, to conduct an orderly wind-down of the Group, should income and fundraising activities fall short. The Trustee Board considers that the group should hold a sum equivalent to at least 12 months of essential running costs, including premises rental, insurance, vehicle and equipment costs, but excluding capitation fees and other items covered directly by membership fees. We have agreed to maintain cash reserves of £10,000.

The Group also aims to build up additional cash reserves over time, to enable the eventual replacement of our main vehicle, a minibus which is essential to the functioning of the group, or other significant capital cost items needed by the group. For example, we hope in the near future to improve our equipment storage arrangements by building some secure outdoor storage units, allowing a wider range of activities to be easily carried out at our main meeting venue.

The Group held cash reserves of £51,310 at 31st March 2025. This is a decrease of £1,651 from the previous year.

Investment Policy

The Group does not have sufficient funds to invest in longer-term investments such as stocks and shares. The Group has 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 Trustee Board regularly monitors the level of bank balances and interest rates received to ensure the Group obtains maximum value from its banking arrangements. The Trustees would carefully consider the Group's cash flow requirements before entering into any arrangement that requires a period of notice before funds can be withdrawn. At present, all funds are held in accounts with instant access to funds.

Section F: Other Information and Future Plans

The Group is smaller than some other scout groups, which may have several Beaver colonies, Cub packs and Scout troops. We have only one of each section. Unlike many scout groups, we do not own, or have exclusive access to, our own premises. Our main weekly meetings are held in the Church Hall at All Saints Weston Green Church, which is a sponsor of the scout group. Our activities are in part constrained by the limited availability of this meeting place on weekday evenings.

Rather than actively seeking to expand, our priority is to operate the sections that we have, to offer our young members as rich and exciting a programme as possible. Our leaders are very active in planning and running events. Each year, we give young people in every section the opportunity to participate in camps and residential activities designed to provide the right level of challenge for

their age group. We also participate as fully as possible in events and activities that are arranged by the scouting District (Esher) or County (Surrey).

We have limited storage space at the Church Hall and have to store most of our equipment off site. This increases the workload for our adult volunteers and limits the activities that we can offer at our weekly meeting. We are now in the process of constructing three secure outdoor storage units in a previously unused space to the rear of the Church Hall. This will enable us to keep a variety of larger equipment on site for easy access, and should increase the range of activities that can be offered at our regular weekly meetings.

The Scout Association has recently introduced Squirrels, a section for four- and five-year-olds. As we have struggled to maintain a large enough team of adult volunteers to run the existing sections, we have no plans to start a Squirrels section.

Section G: Declaration

The trustees declare that they have approved the Trustees' Report above.

Signed on behalf of the charity's trustees:

A handwritten signature in black ink, appearing to read 'A. J. Panayides'.

Andrew James Panayides, Treasurer

A handwritten signature in blue ink, appearing to read 'N. Harris'.

Nigel Brian Harris, Chair

1st Weston Green (All Saints) Scout Group

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Charity Number: 1180590**Receipts and Payments Accounts for the Period 1 April 2024 to 31 March 2025****Section A - Receipts and Payments**

	<u>NOTES</u>	<u>2025</u> <u>Unrestricted</u> <u>funds</u> £	<u>2024</u> <u>Unrestricted</u> <u>funds</u> £
<u>RECEIPTS</u>			
Membership Subscriptions	2	8,661	8,300
Gift Aid Claims	3	1,572	6,052
Minibus Donation		-	400
Uniform Sales and Investitures		420	585
Camping and Outings		8,642	9,783
Sale of Minibus PK		-	2,098
Other Grants		-	41
Christmas Tree Collection		12,595	12,838
Easy Fundraising		138	147
TOTAL RECEIPTS FOR THE YEAR		32,028	40,244
<u>PAYMENTS</u>			
<u>DIRECT COSTS</u>			
Rent of Church and Garage	4	3,578	3,578
Camping and Outings Expenses		9,272	10,825
Capitation Fees		4,230	4,057
Christmas Tree Collection Expenses	7	3,949	3,793
Christmas Tree Monies Refunded		-	120
Badge and Uniform Purchases		765	1,307
Scout Equipment Purchases		1,541	1,369
Equipment Insurance		370	430
Mini Bus Running Expenses	6	2,195	261
Mini Bus Insurance		719	649
Donations Made	8	1,750	-
TOTAL DIRECT COST PAYMENTS FOR THE YEAR		28,369	26,389
<u>SUPPORT COSTS</u>			
Bank Fees		60	61
OSM Fees		227	219
Online Merchant Charges (GoCardless, Shopify, PayPal)		1,027	611
Miscellaneous	5	196	892
Website Costs		172	195
Catering for Leaders Meetings		42	86
Training		236	78
TOTAL SUPPORT COST PAYMENTS FOR THE YEAR		1,960	2,142
TOTAL PAYMENTS FOR THE YEAR		30,329	28,531
NET RECEIPTS/(PAYMENTS) FOR THE YEAR		1,699	11,713

Section A - Receipts and Payments

	<u>NOTES</u>	2025 <u>Unrestricted</u> <u>funds</u> £	2024 <u>Unrestricted</u> <u>funds</u> £
NET RECEIPTS/(PAYMENTS) FOR THE YEAR		<u>1,699</u>	<u>11,713</u>
CASH FUNDS FROM LAST YEAR		<u>42,804</u>	<u>31,091</u>
CASH FUNDS THIS YEAR		<u>44,503</u>	<u>42,804</u>
<u>OTHER CHANGES IN THE VALUE OF ASSETS AND LIABILITIES</u>			
Depreciation Expense	1	1,850	2,584
Accountancy Fees	9	1,500	-
TOTAL CHANGE IN THE VALUE OF ASSETS		<u>3,350</u>	<u>2,584</u>
NET MOVEMENT IN CHARITABLE FUNDS		<u>(1,651)</u>	<u>9,129</u>
CHARITABLE FUNDS FROM LAST YEAR		<u>52,961</u>	<u>43,832</u>
CHARITABLE FUNDS THIS YEAR		<u>51,310</u>	<u>52,961</u>

1st Weston Green (All Saints) Scout Group

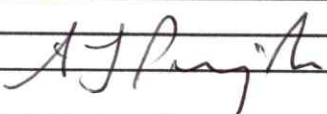
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Charity Number: 1180590**Receipts and Payments Accounts for the Period 1 April 2024 to 31 March 2025****Section B - Statement of assets and liabilities at the end of the period**

	NOTES	2025 Unrestricted funds £	2024 Unrestricted funds £
CASH FUNDS			
Bank Current Account		44,183	42,804
Cash in Hand		-	-
Gocardless		320	-
TOTAL CASH FUNDS		44,503	42,804
ASSETS RETAINED FOR THE CHARITY'S OWN USE			
Motor Vehicle WA	1	4,170	5,560
Scouting Equipment	1	4,137	4,597
TOTAL ASSETS RETAINED FOR THE CHARITY'S OWN USE		8,307	10,157
TOTAL ASSETS		52,810	52,961
LIABILITIES DUE IN LESS THAN 12 MONTHS			
Accrued Expenses	9	1,500	-
TOTAL LIABILITIES		1,500	-
TOTAL NET ASSETS		51,310	52,961
CHARITABLE FUNDS			
Unrestricted Funds		51,310	52,961
TOTAL CHARITABLE FUNDS		51,310	52,961

The Receipts and Payments Account and Statement of Assets and Liabilities for the year ended 31 March 2025 were approved by the Trustees on ~~July 2025~~ and signed on their behalf by:

19/9/25

	Signature	Print name
Chair		NIGEL HARRIS
Treasurer		ANDREW PANAYIDES

The notes on page 4 form an integral part of the Charity's annual accounts.

Notes

1. Motor vehicle is depreciated at 25% reducing balance method and equipment is depreciated at 10% reducing balance method.
2. This year's membership subscriptions reflect a standard year of subscriptions.
3. Last year was the charity's first year claiming Gift aid. As a result, the prior year claim comprises an exceptional claim for the preceding 4 years.
4. Rent payable reflects church hall usage by all sections except for Explorers as they no longer use the church hall for meetings.
5. Within Miscellaneous, expenditure has been made for science experiments, food for cooking practice, prizes ,printer cartridges and thank you gifts for leaders.
6. A £604 service and MOT performed in October 2023 was only invoiced by the garage in June 2024 and is therefore included in this year's accounts.
7. Christmas Tree collection expense includes the cost of van hire, fuel for vans, Mailchimp, Onfleet, and the cost of a firm to dispose of the collected trees. Shopfiy and Paypal processing costs are accounted for as Online Merchant Fees this year.
8. An adjustment has been made to account for the cost of the disposal of Christmas trees incurred by 1st Weston (All Saints) Scout Group on behalf of The Princess Alice Hospice as donations made by the Scout Group to The Princess Alice Hospice. This is to show a more realistic amount for disposing of the regular disposal of Christmas Trees undertaken by the Scout Group as part of raising funds and awareness for the charity.
9. Accountancy fees have been accrued despite the accounts being on a receipts and payments basis in order to ensure the accounts present a true and fair view of the expenditure of the charity.



Independent examiner's report to the trustees of 1st Weston Green Scout Group Council

I report to the trustees on my examination of the accounts of the 1st Weston Green Scout Group for the year ended 31 March 2025.

Responsibilities and basis of report

As the charity trustees of the 1st Weston Green Scout Group, 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 1st Weston Green Scout Group 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 1st Weston Green Scout Group 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 attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Signed:

A handwritten signature in black ink, appearing to read 'Lisa Pullin', written over a horizontal line.

Name: Lisa Pullin

Relevant professional qualification or membership of professional bodies (if any): AAT

Address: 64 Beechen Lane, Lower Kingswood, Surrey. KT20 6RU

Date: 14/09/25