

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

25th Leicester (Queniborough) Scout Group

Other names the charity is known by

Queniborough Scouts

Registered charity number (if any)

1	1	8	2	2	6
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HQ registration number

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Charity's principal address

The Scout Hall

Queniborough Road

Queniborough, Leicestershire

Postcode

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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	Philip Iley	Chair	
2	Malcolm Woodward	Treasurer	
3	Clive Graham		
4	Christopher King		
5	Richard Tassi		
6	Anthony Burford		
7	Jennie Angell	Group Lead Volunteer	
8	Anna Bromley		Resigned Feb 2025
9	Nicola Howell	Non voting	Resigned Feb 2025
10	Mark Allsopp	Non voting	
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

Section B**Structure, governance and management**

Description of the charity's trusts

Type of governing document

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.

(e.g. trust deed, constitution)

How the charity is constituted

The Group is a trust established under its rules which are common to all Scouts.

(e.g. trust, association, company)

Trustee selection methods

The Trustees are appointed in accordance with the Policy, Organisation and Rules of The Scout Association.

(e.g. appointed by, elected by)

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, Treasurer and 6 Trustees (including 2 Ex Officio Trustees, and 2 co-opted Trustees) and meets every # 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.

Risk and Internal Control (Specimen 1)

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:

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 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 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

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-</p>

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

The Group ensures that each section (Beavers, Cubs and Scouts) is fulfilling its role in providing all young people with activities to promote the Values of Scouting and the Scout Method. It does so by providing support to the Section Lead Volunteers and the Group Lead Volunteer. The District also provides activities and opportunities for our young people to mix with others from neighbouring scout groups.

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.

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

Each section has met once a week during school term and has delivered an age appropriate activity programme in accordance with the aims and objectives of scouting. The activity programmes are overseen by the Group Lead Volunteer. Additional information is available under the individual section reports accompanying this document.

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Section E	Financial Review
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Brief statement of the charity's policy on reserves

Reserves Policy

The Group is currently preparing a policy on reserves and intends 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 12 months running costs, circa £9000.

The Group holds no reserves presently. This is below operating expenses. However this can be explained by the recent completion of new premises which have exhausted funds.

Quantify and explain any designations

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

The Group currently has an interest free loan with the County Scout Association and the outstanding balance is £11,994.00

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);

Membership fees provide the main source of income with rental fees providing a regular source of additional funds

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

- investment policy and objectives;

Investment Policy (Specimen 2)

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.

Section F	Other Optional Information
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Plans for future periods (details of any significant activities planned to achieve them)

Section G	Declaration
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The trustees declare that they have approved the trustees' report above

Signed on behalf of the charity's trustees

Signature(s)	<div></div>	<div></div>
Full name(s)	Philip Iley	Malcolm Woodward
Position (eg Secretary, Chair)	Chair	Treasurer
Date	<div>061025</div>	

2024 - 2025

Summary		2023 - 2024
Account balance brought forward	£5,544.28	£5,788.50
Total income	£25,409.50	£32,702.18
Total expenditure	£23,367.03	£32,946.40
Net income	£2,042.47	£ -244.22
Account balance carried forward	£7,586.75	£5,544.28
Income		
Bank Interest	£7.92	£3.14
Donation	£608.60	£126.14
Gift Aid	£3,787.44	£0.00
Grant	£648.00	£14,270.00
Hall Hire	£6,976.25	£6,144.75
Membership Fees	£13,340.51	£12,134.25
Refund	£40.78	£23.90
Total income	£25,409.50	£32,702.18
Expense		
Activity Equipment	£5,723.14	£5,739.69
Admin	£645.61	£290.96
Badges	£0.00	£106.98

2024 - 2025

Bank Fees	£0.00	£140.00
Broadband BT	£344.60	£91.78
Capital Equipment Fixed Assets	£3,964.00	£13,223.80
Chubb Fire	£542.46	£1,184.12
Cleaning Costs	£1,987.42	£2,066.17
Electricity	£732.11	£550.00
Events - Scouts	£351.06	£173.62
Gas	£506.89	£325.00
GoCardless Fee	£510.85	£249.05
Insurance	£640.15	£734.60
Loan Repayment	£2,712.00	£2,938.00
Membership Costs	£3,304.60	£3,528.00
Repairs	£763.51	£1,064.63
Venue Maintenance	£118.34	£540.00
Water	£520.29	£0.00
Total expenditure	£23,367.03	£32,946.40
Net income	£2,042.47	£ -244.22
Account balances		
25TH LEICESTER (QUENIBOROUGH)	£2,482.75	£5,286.32
Expense Account	£360.64	£257.96

2024 - 2025

Capitation Fund	£300.00	£0.00
Loan Repayment	£4,443.36	£0.00
Total account balance	£7,586.75	£5,544.28

Independent examiner's report to the trustees of 25th Leicester Queniborough Scout Group

I report to the trustees on my examination of the accounts of the 25th Leicester Queniborough Scout Group for the year ended 31st March 2025.

Responsibilities and basis of report

As the charity trustees of the 25th Leicester Queniborough 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 25th Leicester Queniborough 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, that give me cause to believe that in any material respect:

1. accounting records were not kept in respect of the 25th Leicester Queniborough Scout Group as required by section 130 of the Act; or
2. the accounts do not accord with those records.

As part of the analytical review of the accounts (CC32, Direction 11, section 11.3) I compared the analysis of the cash received and the cash spent in the current year with the previous year to identify any significant changes from year to year! I note Donation and Gift Aid receipts have both risen substantially. On the payments side Energy and BT Broadband are both up (42% and 275% respectively), while there have been strong reductions in respect of Repairs and Renewals (45%), Chubb Fire (57%) and Asset and investment purchases (59%).

Receipts have fallen by 23% overall, probably because no grant funding has been sort during the period. Gross income in the year was just below the £25k threshold, that would allow the trustees to opt for a less onerous annual return to the Charity Commission. However, I would recommend carrying on with the current practice unless a permanent and significant reduction in income is expected.

Payments overall are down by about a third and the balance of receipts over payments is up about tenfold, leaving cash funds up a healthy 37% at year end.

Signed: 

Name: Mr A M Kidner

Address: Upper Church Street, Syston, LE7 1HR

Date: 21/05/2025