

# Trustees' Annual Report

For the period

From (start date) 

|   |   |   |   |   |   |
|---|---|---|---|---|---|
| 0 | 1 | 0 | 1 | 2 | 4 |
|---|---|---|---|---|---|

 to end date 

|   |   |   |   |   |   |
|---|---|---|---|---|---|
| 3 | 1 | 1 | 2 | 2 | 4 |
|---|---|---|---|---|---|

## Section A Reference and administration details

|                                     |  |                          |   |   |          |   |   |   |  |  |  |          |  |  |  |  |  |  |  |  |  |             |  |  |  |  |  |  |  |  |  |          |  |  |  |  |          |  |  |  |  |
|-------------------------------------|--|--------------------------|---|---|----------|---|---|---|--|--|--|----------|--|--|--|--|--|--|--|--|--|-------------|--|--|--|--|--|--|--|--|--|----------|--|--|--|--|----------|--|--|--|--|
| Charity name                        | <table border="1"><tr><td colspan="10">1st Chopwell Scout Group</td></tr></table>  | 1st Chopwell Scout Group |   |   |          |   |   |   |  |  |  |          |  |  |  |  |  |  |  |  |  |             |  |  |  |  |  |  |  |  |  |          |  |  |  |  |          |  |  |  |  |
| 1st Chopwell Scout Group            |  |                          |   |   |          |   |   |   |  |  |  |          |  |  |  |  |  |  |  |  |  |             |  |  |  |  |  |  |  |  |  |          |  |  |  |  |          |  |  |  |  |
| Other names the charity is known by | <table border="1"><tr><td colspan="10"></td></tr></table>  |                          |   |   |          |   |   |   |  |  |  |          |  |  |  |  |  |  |  |  |  |             |  |  |  |  |  |  |  |  |  |          |  |  |  |  |          |  |  |  |  |
|                                     |  |                          |   |   |          |   |   |   |  |  |  |          |  |  |  |  |  |  |  |  |  |             |  |  |  |  |  |  |  |  |  |          |  |  |  |  |          |  |  |  |  |
| Registered charity number (if any)  | <table border="1"><tr><td>1</td><td>1</td><td>8</td><td>7</td><td>8</td><td>4</td><td>1</td></tr></table>  | 1                        | 1 | 8 | 7        | 8 | 4 | 1 |  |  |  |          |  |  |  |  |  |  |  |  |  |             |  |  |  |  |  |  |  |  |  |          |  |  |  |  |          |  |  |  |  |
| 1                                   | 1  | 8                        | 7 | 8 | 4        | 1 |   |   |  |  |  |          |  |  |  |  |  |  |  |  |  |             |  |  |  |  |  |  |  |  |  |          |  |  |  |  |          |  |  |  |  |
| HQ registration number              | <table border="1"><tr><td>1</td><td>1</td><td>6</td><td>6</td><td>5</td></tr></table>  | 1                        | 1 | 6 | 6        | 5 |   |   |  |  |  |          |  |  |  |  |  |  |  |  |  |             |  |  |  |  |  |  |  |  |  |          |  |  |  |  |          |  |  |  |  |
| 1                                   | 1  | 6                        | 6 | 5 |          |   |   |   |  |  |  |          |  |  |  |  |  |  |  |  |  |             |  |  |  |  |  |  |  |  |  |          |  |  |  |  |          |  |  |  |  |
| Charity's principal address         | <table border="1"><tr><td colspan="10">Lenin Terrace</td></tr><tr><td colspan="10">Chopwell</td></tr><tr><td colspan="10">Tyne &amp; Wear</td></tr><tr><td colspan="5">Postcode</td><td colspan="5">NE17 7EN</td></tr></table> | Lenin Terrace            |   |   |          |   |   |   |  |  |  | Chopwell |  |  |  |  |  |  |  |  |  | Tyne & Wear |  |  |  |  |  |  |  |  |  | Postcode |  |  |  |  | NE17 7EN |  |  |  |  |
| Lenin Terrace                       |  |                          |   |   |          |   |   |   |  |  |  |          |  |  |  |  |  |  |  |  |  |             |  |  |  |  |  |  |  |  |  |          |  |  |  |  |          |  |  |  |  |
| Chopwell                            |  |                          |   |   |          |   |   |   |  |  |  |          |  |  |  |  |  |  |  |  |  |             |  |  |  |  |  |  |  |  |  |          |  |  |  |  |          |  |  |  |  |
| Tyne & Wear                         |  |                          |   |   |          |   |   |   |  |  |  |          |  |  |  |  |  |  |  |  |  |             |  |  |  |  |  |  |  |  |  |          |  |  |  |  |          |  |  |  |  |
| Postcode                            |  |                          |   |   | NE17 7EN |   |   |   |  |  |  |          |  |  |  |  |  |  |  |  |  |             |  |  |  |  |  |  |  |  |  |          |  |  |  |  |          |  |  |  |  |

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  | James Houghton  | Chair           |                                   |
| 2  | Jenny Stubbs    | Treasurer       |                                   |
| 3  | Judith Alderson | Secretary       |                                   |
| 4  | Brian Stubbs    | Lead Volunteer  |                                   |
| 5  | Donna Ion       |                 |                                   |
| 6  | Jamie Ion       |                 |                                   |
| 7  | Jon Morris      |                 |                                   |
| 8  | Alistair Clamp  |                 | 22/10 - 31/12                     |
| 9  | Bryan Ion       |                 | 01/01 - 22/10                     |
| 10 | Sally Duffy     |                 | 01/01 - 22/10                     |
| 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 |
|-----------------|------|---------|
|                 |      |         |
|                 |      |         |
|                 |      |         |
|                 |      |         |

**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, Treasurer and 6 Trustees and meets every 6 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>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>Damage to equipment. The Group has sufficient insurance in place to mitigate against permanent loss, and on a new for old basis.</p> <p>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>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>Reduction or loss of trustees / 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>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 closure of a section. In the worst case scenario the complete closure of the Group.</p> <p>The group has in place systems of internal controls that are designed to provide reasonable assurance against material mismanagement or loss, these include 2 signatories for all payments and a comprehensive insurance policies to ensure that insurable risks are covered.</p> |

| 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><br/>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><br/>As Scouts we are guided by these values:<br/> <b>Integrity</b> - We act with integrity; we are honest, trustworthy and loyal.<br/> <b>Respect</b> - We have self-respect and respect for others.<br/> <b>Care</b> - We support others and take care of the world in which we live.<br/> <b>Belief</b> - We explore our faiths, beliefs and attitudes.<br/> <b>Co-operation</b> - We make a positive difference; we co-operate with others and make friends.</p> <p><b>The Scout Method</b><br/>Scouting takes place when young people, in partnership with adults, work together based on the values of Scouting and:<br/> - enjoy what they are doing and have fun<br/> - take part in activities indoors and outdoors<br/> - learn by doing<br/> - share in spiritual reflection<br/> - take responsibility and make choices<br/> - undertake new and challenging activities<br/> - make and live by their Promise.</p> |

Additional details of the objectives and activities (optional information but encouraged as best practice)

|   |   |
|---|---|
| <p>You <b>may choose</b> to include further statements, where relevant, about:</p> <ul style="list-style-type: none"> <li>• policy on grantmaking;</li> <li>• contribution made by volunteers;</li> <li>• policy on investments.</li> </ul> |   |
| Public benefit statement  | <p>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.</p> |

| Section D   | Achievements and performance  |
|---|---|
| Summary of the main achievements of the charity during the year | <p>2024 was a busy year for us. We had a large grant from the Youth Investment Fund to allow a new accessible toilet, solar panels, heating and insulation. This has improved our building for the future. Our ~40 members have attended weekly meetings, undertaken camps and joined in with district, county and national events.</p> |

| Section E  | Financial Review  |
|--|---|
| <p>Brief statement of the charity's policy on reserves</p> <p>Quantify and explain any designations</p>  | <p><b>Reserves Policy</b></p> <p>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 12 months running costs, circa £2000.</p> <p>The Group held reserves of approximately £20,000 against this at year end. This is above the level/below required for operating expenses. However this can be explained by grant funding remaining in the account due to be paid in January 2025.</p>   |
| <p>Details of any funds materially in deficit (circumstances plus steps to eliminate)</p>  |   |
| <p>Further financial review details (optional information)</p> <p>You <b>may choose</b> to include additional information, where relevant, about:</p> <ul style="list-style-type: none"> <li>the charity's principal sources of funds (including any fundraising);</li> <li>how expenditure has supported the key objectives of the charity;</li> <li>investment policy and objectives;</li> </ul> | <p>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.</p> <p>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.</p> <p>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.</p> |
| Section F  | Other Optional Information  |

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

Spend remaining grant funding and donations on kitchen and improved outdoor space. Continue to run a great programme for our young people.

**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)                   | James Houghton | Jenny Stubbs |
| Position (eg Secretary, Chair) | Chair          | Treasurer    |
| Date                           | D D M M Y Y    |              |

# 1st Chopwell Scout Group

1st January 2024 - 31st December 2024 Accounts

## Receipts and Payments

Page 1

|   | Unrestricted funds<br>2024<br>£ | Unrestricted funds<br>2023<br>£ |
|---|---------------------------------|---------------------------------|
| <b>Receipts</b>                                 |                                 |                                 |
| <b>Donations, legacies &amp; similar income</b> |                                 |                                 |
| Membership subscriptions                        | 3,270.00                        | 3,190.00                        |
| Donations                                       | 5465.25                         | 320.53                          |
| <b>Sub total</b>                                | <b>8,735.25</b>                 | <b>3,510.53</b>                 |
| <b>Grants</b>                                   |                                 |                                 |
| Groundworks (Tesco)                             | 0.00                            | 1,482.00                        |
| Youth Investment Fund                           | 43,917.50                       | 0.00                            |
| Gift Aid HMRC                                   | 740.30                          | 741.22                          |
| <b>Sub total</b>                                | <b>44,657.80</b>                | <b>2,223.22</b>                 |
| <b>Fund Raising</b>                             |                                 |                                 |
| Easy Fundraising                                | 57.34                           | 105.33                          |
| Amazon Smile                                    | 0.00                            | 49.11                           |
| Sale of Group Scarves                           | 40.00                           | 44.50                           |
| <b>Sub total</b>                                | <b>97.34</b>                    | <b>198.94</b>                   |
| <b>Activities</b>                               |                                 |                                 |
| Group Merchandise                               | 405.00                          | 0.00                            |
| District Pantomime                              | 459.00                          | 610.50                          |
| Night Hike                                      | 0.00                            | 66.00                           |
| Pete Swinney Trophy                             | 25.00                           | 40.00                           |
| District Cub Camp                               | 205.00                          | 445.00                          |
| Beaver /Cub Big Day Out                         | 0.00                            | 120.00                          |
| Christmas Raffle                                | 0.00                            | 409.00                          |
| Christmas Crash                                 | 0.00                            | 54.00                           |
| Confido Scout Camp                              | 380.00                          | 540.00                          |
| Radio Hire                                      | 0.00                            | 40.00                           |
| Beaver Picnic                                   | 40.00                           | 0.00                            |
| Kayaking  | 326.00                          | 0.00                            |
| Cubboree  | 431.00                          | 0.00                            |
| Winter Camp Fees                                | 825.00                          | 0.00                            |
| Solar Panel Export                              | 81.15                           | 0.00                            |
| Gateshead Council Planning Permission Refund    | 293.00                          | 0.00                            |
| <b>Sub total</b>                                | <b>3,470.15</b>                 | <b>2,324.50</b>                 |
| <b>Investment Income</b>                        |                                 |                                 |
| Savings Account Interest                        | 102.20                          | 80.65                           |
| <b>Sub total</b>                                | <b>102.20</b>                   | <b>80.65</b>                    |
| <b>Total receipts</b>                           | <b>57,062.74</b>                | <b>8,337.84</b>                 |



# 1st Chopwell Scout Group

1st January 2024 - 31st December 2024 Accounts

## Receipts and Payments Continued...

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|   | Unrestricted funds<br>2024<br>£ | Unrestricted funds<br>2023<br>£ |
|---|---------------------------------|---------------------------------|
| <b>Payments</b>                               |                                 |                                 |
| <b>Charitable Payments</b>                    |                                 |                                 |
| Membership subscriptions paid to District     | 1,224.00                        | 1,455.00                        |
| <b>Sub total</b>                              | <b>1,224.00</b>                 | <b>1,455.00</b>                 |
| <b>Premises / Improvements</b>                |                                 |                                 |
| Insurance                                     | 822.23                          | 466.45                          |
| Electricity                                   | 530.84                          | 247.67                          |
| Water   | 266.00                          | 215.64                          |
| Flo Gas                                       | 76.88                           | 270.64                          |
| Premises Maintenance                          | 863.00                          | 384.00                          |
| Premises Improvements                         | 44,573.50                       | 0.00                            |
| <b>Sub total</b>                              | <b>47,132.45</b>                | <b>1,584.40</b>                 |
| <b>Events &amp; Activities</b>                |                                 |                                 |
| Group, Scout, Cub and Beaver Programmes       | 1,119.43                        | 538.60                          |
| Halloween Party                               | 0.00                            | 35.57                           |
| District Pantomime                            | 459.00                          | 610.50                          |
| Beaver / Cubs Fees Big Day OUT / Picnic       | 40.00                           | 120.00                          |
| Lottery Licence                               | 0.00                            | 20.00                           |
| Training and Competitions Pete Swinney Trophy | 166.23                          | 40.00                           |
| Poppy Wreath                                  | 30.00                           | 30.00                           |
| New Equipment Purchases                       | 0.00                            | 1,589.83                        |
| Kayaking Fees                                 | 336.00                          | 0.00                            |
| Cub Scout Blaydon District Fees               | 0.00                            | 445.00                          |
| Christmas Raffle                              | 0.00                            | 149.00                          |
| Confido Camp Fees Scouts                      | 445.00                          | 540.00                          |
| Christmas Crash                               | 0.00                            | 72.05                           |
| Night Hike                                    | 0.00                            | 52.60                           |
| Cubboree                                      | 450.00                          | 0.00                            |
| Winter Cub / Scout Camp                       | 817.51                          | 0.00                            |
| <b>Sub total</b>                              | <b>3,863.17</b>                 | <b>4,243.15</b>                 |
| <b>Misc Payments</b>                          |                                 |                                 |
| Miscellaneous                                 | 21.03                           | 0.00                            |
| Consumables                                   | 188.47                          | 236.24                          |
| <b>Sub total</b>                              | <b>209.50</b>                   | <b>236.24</b>                   |
| <b>Total payments</b>                         | <b>52,429.12</b>                | <b>7,518.79</b>                 |
| <b>Net of receipts / (payments)</b>           | <b>4,633.62</b>                 | <b>819.05</b>                   |
| Transfers between funds                       | 0.00                            | 0.00                            |
| Total last year end                           | 17,154.57                       | 16,335.52                       |
| <b>Total Cash funds this year end</b>         | <b>21,788.19</b>                | <b>17,154.57</b>                |

# 1st Chopwell Scout Group

1st January 2024 - 31st December 2024 Accounts

## Statement of assets and liabilities at 31 December 2024

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|            |                         | Unrestricted funds | Unrestricted funds |
|------------|-------------------------|--------------------|--------------------|
|            |                         | 2024               | 2023               |
|            |                         | £                  | £                  |
| Cash funds | Current Account         | 12,439.87          | 7,908.45           |
|            | Savings Account         | 9,348.32           | 9,246.12           |
|            | <b>Total cash funds</b> | <b>21,788.19</b>   | <b>17,154.57</b>   |

|                     |                        | Current value | 2023       |
|---------------------|------------------------|---------------|------------|
| Non Monetary assets | <b>Details</b>         |               |            |
|                     | Scout HQ               | 127,839.00    | 127,839.00 |
|                     | Scout Trailer          | 1,500.00      | 1,500.00   |
|                     | Tents & Shelters       | 1,271.25      | 1,528.25   |
|                     | Camping Equipment      | 35.66         | 164.70     |
|                     | Technology             | 383.19        | 569.45     |
|                     | Fixtures & Fittings    | 38.70         | 140.61     |
|                     | Badge Stock            | 68.42         | 52.95      |
|                     | Group Scarves          | 20.00         | 45.00      |
|                     | Solar Panels & Battery | 8,347.50      |            |

|             |                | Amount due | 2023 |
|-------------|----------------|------------|------|
| Liabilities | <b>Details</b> |            |      |
|             |                |            |      |

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

| Signature | Print Name | Date of approval |
|-----------|------------|------------------|
|           |            |                  |
|           |            |                  |

## Notes to accounts

Page 3

£2500 Reserved towards 1 year of group running costs

£1000 Reserved for group development / advertising / growth

## **Independent examiner's report to the trustees of Chopwell Scout Group**

I report to the trustees on my examination of the accounts of the Chopwell Scout Group for the year ended 31 December 2024.

### **Responsibilities and basis of report**

As the charity trustees of the Chopwell 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 Chopwell 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.

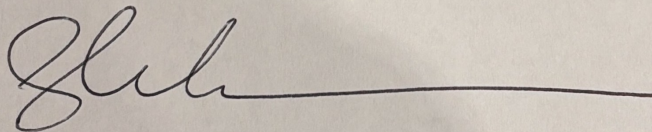
### **Independent examiner's statement**

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 Chopwell Scout Group 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.

Signed:



Name: Graham Elder

Address: 1 Cloverhill Drive, Crawcrook, Tyne and Wear.

Date: 20 October 2025