

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

2nd Portishead Scout Group

Other names the charity is known by

Registered charity number (if any)

1 2 0 2 5 3 7

HQ registration number

S 1 0 0 1 6 4 7 5

Charity's principal address

15 Highfield Drive

Portishead

Postcode

B S 2 0 8 J G

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	Scott Bryant	Chair	
2	Emma Parish	Secretary	
3	Jacqui Acton	Treasurer	
4	Caroline Hill		
5	Clive Madders		
6	Richard Drew		
7	James Smith		
8	Shaun Parker		
9			
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

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 meets every 2 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)****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 6 to 14.5. 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.

Risk and Internal Control (Specimen 2)

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.

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-operate with others and make friends.</p> <p>The Scout Method Scouting takes place when young people, in partnership with adults, work together based on the values of Scouting and:</p> <ul style="list-style-type: none"> - 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	Weekly sessions aimed at supporting young people gain skills for life are run for 6 sections: 2 Beaver scout colonies, 2 Cub Scout packs and 2 Scout troops with a total of 150 young people attending each week . All sections provide a varied balanced programme of activities that support the development of young people with their efforts being recognised through the award of proficiency badges and the sectional Chief Scout award. Each section aims to provide every young person with the opportunity to undertake a 'nights away' experience over the course of the year
Additional details of the objectives and activities (optional information but encouraged as best practice)	
<p>You may choose to include further statements, where relevant, about:</p> <ul style="list-style-type: none"> • policy on grant making; • contribution made by volunteers; • policy on investments. 	<p>The Board of Trustees is grateful to the 40 fantastic volunteers who are members of the group and thank them for their contribution towards their local communities, working to make life better for those around them through their support.</p>
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

Over the past 12 months 2nd Portishead Scouts have continued to:

Delivery increased opportunities for young people to develop skills for life through a programme of activities that challenges them to embark on exciting, new adventures.

Delivery benefits to local communities through improved community cohesion with young people positively engaging with their local community.

In 2024 we supported over 150 young people aged 6 - 14.5 years in 6 sections that are organised and run by over 40 adult volunteers.

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 Trustee Board considers that the group should hold a sum equivalent to 6 months running costs, which based on the operational costs for 2024 circa £37k.

The Group held cash reserves of circa £39k at year end sufficient to cover the reserve level set by the trustees.

Quantify and explain any designations

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

There are no funds in deficit

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);

The trustees consider that the financial position of the group is robust with sufficient reserves and ongoing income to ensure the sustained & continued operation of the group. The Group is primarily reliant upon income from youth members subscriptions to support ongoing operational expenditure supported by a series of fundraising activities throughout the year which are aimed at specific group projects primarily improvements to the Scout hall and scout equipment

- investment policy and objectives;

The Group's Income and Expenditure is very small and as a consequence 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.

Section F

Other Optional Information

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

The Board of Trustees is working towards a plan that will deliver improvements to the scout hall infrastructure including resurfacing of the car park and external lighting.

In terms of opportunities for young people ongoing recruitment of adult volunteers continues to ensure that the current sectional provision can continue

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)

SCOTT BRYANT CAROLINE HILL

Position (e.g. Secretary, Chair)

CHAIR TRUSTEE

Date

01 07 2025

2ND PORTISHEAD SCOUT GROUP

CONTENTS

YEAR ENDED 31 DECEMBER 2024

CONTENTS	PAGE
Receipts	2
Payments	3
Statement of assets and Liabilities	4 - 5

2ND PORTISHEAD SCOUT GROUP

RECEIPTS AND PAYMENTS

YEAR ENDED 31 DECEMBER 2024

	Note	Unrestricted Funds 2024 £	Unrestricted Funds 2023 £
RECEIPTS			
Donations, legacies and similar income		1,600	930
Membership subscriptions		30,114	32,637
Less Scout Assoc Capitation		-8,432	-8,052
		<hr/>	<hr/>
Net membership subscriptions retained		23,282	25,515
Scout Activities		13,211	25,919
2Parc receipts		0	0
Investitures and Badges		0	0
Gift Aid		0	0
Other similar income		<hr/>	<hr/>
Other - Unknown income		0	0
Bank compensation		0	0
Sub Total		36,493	51,434
Grants			
Maintenance grant		0	0
Other Grants		33000	0
Sub Total		<hr/>	<hr/>
		33000	0
Fundraising (gross)			
Mini Bus Income		10119	5879
Uniform Sales		0	20
Hut bookings		1661	894
HQ Income		0	0
Tuck Sales		0	0
Fundraising for group		619	1277
Fundraising for Others		1008	0
Other fundraising activities (inc Lottery)		354	1123
Sub Total		<hr/>	<hr/>
		13762	9192
Investment Income		172.04	84.13
Bank Interest		0	0
Building Society interest		0	0
Other Investment income		<hr/>	<hr/>
Sub Total		172.04	84.13
Total Gross Income		<hr/>	<hr/>
		83,427	60,710
Assets and Investment sales, etc.		0	0
Total receipts		<hr/>	<hr/>
		83,427	60,710
Deposit/Savings accounts Transfer total in/out of Current account		2,158	4,637

2ND PORTISHEAD SCOUT GROUP

RECEIPTS AND PAYMENTS

YEAR ENDED 31 DECEMBER 2024

		Unrestricted Funds 2024 £	Unrestricted Funds 2023 £
	Note		
PAYMENTS			
Charitable Payments		0.00	0.00
Uniform		30.99	1222.51
Adult support and Training		1188.43	380.00
Investitures and Badges		1,652	1,712
Water and Sewerage		94.47	89.26
Elec & Gas		312.89	1575.84
Insurance		1148.47	1116.16
Repairs and Renewals		1,213	1,682
Hall Cleaning & Materials		482	447
Biffa Waste		208	282
Materials and equipment		31,376	575
Printing, photocopying and stationery for group		887	2,481
Social Media - Facebook, Twinkle 1&1		0	0
Scout activities and camping		20,302	33,581
Go Cardless Costs		1,712	2,044
Loan repayments		0	0
AGM expenses		0	0
Sundry items		0	0
Mini bus running cost		12,641	14,909
2 Parc Expenses		0	0
Other (OSM Subscription)		380	119
Sub total		<u>73,627</u>	<u>62,216</u>
 Fundraising expenses			
Tuck purchased		0.00	0.00
Vertical Extreme		0	0
Other fundraising Exps		0	600
Sub Total		<u>0</u>	<u>600.00</u>
 Transfer from Building Society			
Total Gross Expenditure		73,627	62,816
Transfer to deposit account		0	0
Total payments		73,627	62,816
 Net of receipts/(payments)		9,800	-2,106
 Total Cash Funds Last Year (money in bank at end of year)		12,899	15,005
Total Cash Funds This Year (money in bank at end of year)		22,699	12,899
Total Net Cash movement		9,800	-2,106

2ND PORTISHEAD SCOUT GROUP

STATEMENT OF ASSETS AND LIABILITIES AT THE END OF THE YEAR

YEAR ENDED 31 DECEMBER 2024

	Unrestricted Funds	Unrestricted Funds
	2024	2023
Note	£	£
Cash Funds		
Capitation Savings Account Lloyds	8,372.69	7,741.90
Other Savings Account Lloyds	4,459.77	1,736.35
Bank current account Lloyds	2,963.30	1,897.28
Unpaid items / Uncleared Cheques	-120.30	-120.30
Fundraising Account	6,663.89	1,288.76
2 Parc Account	359.46	355.24
The Scout Association Short term Investment Service	0	0
Cash/Floats	0	0
Total Cash Funds	22,699	12,899
Other monetary assets		
Tax Claim	21,082	12,636
Debts due from County/Area/District/Group	0	0
Insurance Claim	0	0
Sub Total	21,082	12,636
Investment assets		
Investment property - Scout Hut	125,000	125,000
Quoted Investment		
Other Investments - detail		
Sub Total	125,000	125,000
Non monetary assets for charity's own use		
Badge Stock	0	0
Shop Stock	0	0
Land and Buildings	0	0
Motor vehicles	30,769	1,500
Scouting equipment, furniture, etc.	9,977	10,597
Other	0	0
Sub Total	40,745.15	12,097.47
Liabilities		
PGL/Camp monies received but not paid out as at YE	4,459.77	1,736.35
Expenses incurred but not yet invoiced	0	0
Subscription not yet paid	0	0
Loan - Mini bus	0	0
Other Liabilities	0	0
Sub Total	4,459.77	1,736.35

2ND PORTISHEAD SCOUT GROUP

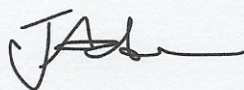
STATEMENT OF ASSETS AND LIABILITIES AT THE END OF THE YEAR (CONTINUED)

YEAR ENDED 31 DECEMBER 2024

Contingent liabilities and future obligations

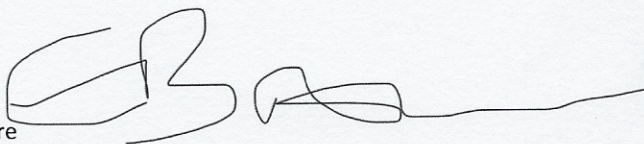
The above receipt and payment accounts and statement of assets and liabilities were approved by the Trustees on 18th Sep 2025 (the date of the Executive Committee meeting that approved the accounts) and signed on their behalf by:

Signature



Treasurer Jacqui Acton

Signature



Audit Emma Brown