

# Trustees' Annual Report

For the period

From (start date) 

|   |   |   |   |   |   |
|---|---|---|---|---|---|
| 0 | 1 | 0 | 1 | 2 | 5 |
|---|---|---|---|---|---|

 to end date 

|   |   |   |   |   |   |
|---|---|---|---|---|---|
| 3 | 1 | 1 | 2 | 2 | 5 |
|---|---|---|---|---|---|

## Section A Reference and administration details

|  |  |  |   |   |   |   |   |   |   |   |  |         |  |  |  |  |  |  |  |  |  |            |  |  |  |  |  |  |  |  |  |          |  |  |  |  |   |   |   |   |   |   |
|--|--|--|---|---|---|---|---|---|---|---|--|---------|--|--|--|--|--|--|--|--|--|------------|--|--|--|--|--|--|--|--|--|----------|--|--|--|--|---|---|---|---|---|---|
| Charity name                           | <table border="1"><tr><td colspan="10">3rd Gidea Park St Michaels Scout Group</td></tr></table>  | 3rd Gidea Park St Michaels Scout Group |   |   |   |   |   |   |   |   |  |         |  |  |  |  |  |  |  |  |  |            |  |  |  |  |  |  |  |  |  |          |  |  |  |  |   |   |   |   |   |   |
| 3rd Gidea Park St Michaels 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>2</td><td>6</td><td>7</td><td>3</td><td>5</td><td>4</td></tr></table>  | 2                                      | 6 | 7 | 3 | 5 | 4 |   |   |   |  |         |  |  |  |  |  |  |  |  |  |            |  |  |  |  |  |  |  |  |  |          |  |  |  |  |   |   |   |   |   |   |
| 2                                      | 6  | 7                                      | 3 | 5 | 4 |   |   |   |   |   |  |         |  |  |  |  |  |  |  |  |  |            |  |  |  |  |  |  |  |  |  |          |  |  |  |  |   |   |   |   |   |   |
| HQ registration number                 | <table border="1"><tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr></table>  |  |   |   |   |   |   |   |   |   |  |         |  |  |  |  |  |  |  |  |  |            |  |  |  |  |  |  |  |  |  |          |  |  |  |  |   |   |   |   |   |   |
|  |  |  |   |   |   |   |   |   |   |   |  |         |  |  |  |  |  |  |  |  |  |            |  |  |  |  |  |  |  |  |  |          |  |  |  |  |   |   |   |   |   |   |
| Charity's principal address            | <table border="1"><tr><td colspan="10">St. Michael's Church</td></tr><tr><td colspan="10">Main Rd</td></tr><tr><td colspan="10">Gidea Park</td></tr><tr><td colspan="5">Postcode</td><td>R</td><td>M</td><td>2</td><td>5</td><td>E</td><td>L</td></tr></table> | St. Michael's Church                   |   |   |   |   |   |   |   |   |  | Main Rd |  |  |  |  |  |  |  |  |  | Gidea Park |  |  |  |  |  |  |  |  |  | Postcode |  |  |  |  | R | M | 2 | 5 | E | L |
| St. Michael's Church                   |  |  |   |   |   |   |   |   |   |   |  |         |  |  |  |  |  |  |  |  |  |            |  |  |  |  |  |  |  |  |  |          |  |  |  |  |   |   |   |   |   |   |
| Main Rd                                |  |  |   |   |   |   |   |   |   |   |  |         |  |  |  |  |  |  |  |  |  |            |  |  |  |  |  |  |  |  |  |          |  |  |  |  |   |   |   |   |   |   |
| Gidea Park                             |  |  |   |   |   |   |   |   |   |   |  |         |  |  |  |  |  |  |  |  |  |            |  |  |  |  |  |  |  |  |  |          |  |  |  |  |   |   |   |   |   |   |
| Postcode                               |  |  |   |   | R | M | 2 | 5 | E | L |  |         |  |  |  |  |  |  |  |  |  |            |  |  |  |  |  |  |  |  |  |          |  |  |  |  |   |   |   |   |   |   |

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  | Amanda Taylor  | G.L. Volunteer/Chair  |                                   |
| 2  | Geoff Hutton   | Treasurer             |                                   |
| 3  | Mark Hutton    | Scout Section Leader  |                                   |
| 4  | Richard Oatham | Cub Section Leader    |                                   |
| 5  | Mark Taylor    | Cub Section Leader    |                                   |
| 6  | Emma Keegan    | Beaver Section Leader |                                   |
| 7  | Angie Cahill   | Beaver Section Leader |                                   |
| 8  | Tinus Buchner  | Parent Representative |                                   |
| 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

(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) trustees' 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 4 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 data-bbox="598 958 1311 992"><b>Risk and Internal Control (Specimen 1)</b></p> <p data-bbox="598 992 1311 1137">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 data-bbox="598 1160 1311 1361">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.</p> <p data-bbox="598 1384 1311 1507">Injury to leaders, helpers, supporters and members. The Group through the capitation fees contributes to the Scout Association's national accident insurance policy. Risk Assessments are undertaken before all activities.</p> <p data-bbox="598 1529 1311 1731">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 data-bbox="598 1753 1311 1955">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.</p> <p data-bbox="598 1977 1311 2094">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</p> |

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><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> |
| Summary of the main activities in relation to these objects             | Indoor and outdoor activities managed by a trained and committed team of Leaders.   |

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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.

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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

We currently have 125 young members ranging from age 6 to 14 years old. This has increased by 5% from last year and has increased revenue from membership fees. We plan to grow our Group providing we can recruit the Leaders to support these young people. Our expenditure has remained fairly constant on the resources we purchase and the activities we do. As a "one off" we have increased our income by taking advantage of the London ULEZ van and minibus scrappage scheme - we scrapped our aged minibus and received £9,000.00 for this. We agreed to donate the minibus to Ukraine.

| 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, circa £12k.

The Group held reserves of approximately £33k against this at year end.

Quantify and explain any designations

Details of any funds materially in deficit

|  |
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|  |
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(circumstances plus steps to eliminate)

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;

**Investment Policy (Specimen 1)**

The Group's Income and Expenditure is relatively small and as a consequence we do 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 accounts using only mainstream banks or building societies.

The Group Trustee Board spends money on maintaining the Group premises and providing activities both there and outdoors for our members.

**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

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

Section G

Declaration

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

Signed on behalf of the charity's trustees

Signature(s)

Geoff Hutton

Full name(s)

Geoffrey Frederick Hutton

Position (eg Secretary, Chair)

Group Treasurer

Date

070326

**3rd GIDEA PARK SCOUT GROUP**  
**INCOME AND EXPENDITURE ACCOUNT**  
**FOR THE YEAR ENDED 31 DECEMBER 2025**  
**Charity No: 267354**

**3rd GIDEA PARK SCOUT GROUP**  
**BALANCE SHEET**  
**FOR THE YEAR ENDED 31 DECEMBER 2025**

|                    |   | <b>2025</b> |
|--------------------|---|-------------|
| <b>INCOME</b>      |   |             |
| Subscriptions      | £ | 16,521.20   |
| Gift Aid           | £ | 2,744.85    |
| Supporters         | £ | -           |
| Section Activities | £ | 3,783.50    |
| Donations          | £ | 9,405.42    |
| Summer Camp 2025   | £ | 5,961.00    |
| Sundries           | £ | 3.50        |
| Bank Interest      | £ | 402.74      |
|                    | £ | 38,822.21   |

**EXPENDITURE**

|                     |   |           |
|---------------------|---|-----------|
| Capitation          | £ | 5,562.00  |
| Motor Expenses      | £ | 201.85    |
| Insurance           | £ | 1,276.61  |
| Uniforms and badges | £ | -         |
| Equipment           | £ | 590.94    |
| Supporters Assoc    | £ | -         |
| Section Activities  | £ | 5,274.05  |
| Joint Committee     | £ | 4,466.00  |
| Summer Camp 2025    | £ | 4,384.64  |
| Sundries            | £ | 1,146.43  |
|                     | £ | 22,902.52 |

Surplus for the year £15,919.69

**Current Assets**

Bank Accounts

Creditor

**Represented By:**

General Fund B/Fwd  
Surplus for the year

Balance C/Fwd

COUT GROUP

ED 31 DECEMBER 2025

2025

£ 45,943.44

0

= £ 45,943.44

£ 30,473.75

£ 15,919.69

£ 46,393.44

## **Statement of Financial Activities for the Year ended 31 December 2025**

### **Independent examiner's report to the Trustees of 3<sup>rd</sup> Gidea Park (ST MICHAELS) Scout Council**

I report to the trustees on my examination of the accounts of the above charity for the year ended 31 December 2025.

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

As the charity's trustees, 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 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 Charities Commission under section 145(5)(b) of the Act.

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

I have completed my examination. I can confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in any material aspect:

- 1 the accounting records were not kept in accordance with by section 130 of the Charities Act: or
- 2 the accounts did not accord with the records: or
- 3 the accounts did 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 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: Elizabeth Godden

Address: 21 Howard Road  
Upminster  
RM14 2UE

Date: 14 April 2026