

# 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
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Charity name	<div>Bisley Scouts</div>								
Other names the charity is known by	<div></div>								
Registered charity number (if any)	<table border="1"><tr><td>2</td><td>6</td><td>7</td><td>6</td><td>9</td><td>4</td></tr></table>	2	6	7	6	9	4		
2	6	7	6	9	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	<div>3 Elder Road</div> <div>Bisley</div> <div>Woking</div> <div>PostcodeGU24 9HB</div>								

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	Eian Clark Hardacre	Chair	
2	Graham John Dykes		
3	Kathleen Elizabeth Kett	Treasurer	
4	Andrew John Scott		
5	Caroline Lesley Auld		
6	Eleri Gregory		
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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 4 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><b>Risk and Internal Control</b></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> 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> As Scouts we are guided by these values: <b>Integrity</b> - We act with integrity; we are honest, trustworthy and loyal. <b>Respect</b> - We have self-respect and respect for others. <b>Care</b> - We support others and take care of the world in which we live. <b>Belief</b> - We explore our faiths, beliefs and attitudes. <b>Co-operation</b> - We make a positive difference; we co-operate with others and make friends.</p> <p><b>The Scout Method</b> 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.</p>
Summary of the main activities in relation to these objects	<p>Weekly meetings for our Beavers, 2 x Cubs and Scouts groups. Participation Distict Nike Hike for Cubs. Participation in Surrey wide Scoutabout and other camps by Scouts.</p>

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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.
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Section D	Achievements and performance
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Summary of the main achievements of the charity during the year

<p>Grant applied for and received for essential maintenance works for HQ, works completed repairing damage from subsidence and preventing further damage. Lease on HQ agreed and renewed for a further 25 years.</p>
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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'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 £20,000.

The Group held reserves of approximately £50,000 against this at year end. This is above the level required for operating expenses. However this can be explained by money being held for work required on the HQ building.

Quantify and explain any designations

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

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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**

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)

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**Section G**

**Declaration**

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

Signed on behalf of the charity's trustees

Signature(s)

K Kett	
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Full name(s)

Kate Kett	
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Position (eg Secretary, Chair)

Treasurer	
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Date

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# Bisley Scout Group (Charity no. 267694)

## Receipts and payments account

Year start date

For the year from	4/1/2024	To
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### Receipts and payments

2024/25

Unrestricted funds

£

#### Receipts

<b>Donations, legacies and similar income</b>	
Membership subscriptions	7,181
Less: Membership subscriptions paid on (National/County/Area/District)	- 2,913
Donations	2,432
Legacies	-
Gift Aid	-
Other similar income	4,765
<b>Sub total</b>	<b>11,465</b>
<b>Grants</b>	
Maintenence grant	-
Other grants	15,700
<b>Sub total</b>	<b>15,700</b>
<b>Fundraising events (gross)</b>	
Bonfire and Fireworks	6,992
Strawberry Fayre	-
Detail 3	-
Other fundraising activities	-
<b>Sub total</b>	<b>6,992</b>
<b>Scout hut income</b>	
Hire of building	2,580
Hire of equipment	-
Other Scout hut income	-
<b>Sub total</b>	<b>2,580</b>
<b>Investment income</b>	
Bank interest	-
Building Society interest	1,600
The Scout Association Short Term Investment Service	-
Other investment income	-
<b>Sub total</b>	<b>1,600</b>

**Total Gross Income**

**38,337**

Asset and investment sales, etc.

-

**Total receipts**

**38,337**

# Bisley Scout Group (Charity no 267694)

## Receipts and payments account

Year start date

For the year from	4/1/2024	To
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## Receipts and payments

2024/25  
Unrestricted funds  
£

### Payments

<b>Charitable Payments</b>	
Youth programme and activities	6,934
Adult support and training	-
Rent	-
Water and Sewerage	409
Electricity and Gas	1,792
Insurance	1,186
Repairs and Renewals	23,519
Materials and equipment	3,833
Printing and photocopying	-
Contribution to camp costs	-
Uniforms	1,744
AGM and trustee expenses	-
Cleaning	1,016
Misc HQ	2,541
Misc Scout Group	339
<b>Sub total</b>	<b>43,313</b>
<b>Fundraising expenses</b>	
Bonfire	3,324
Strawberry Fayre	-
Detail 3	-
Other fundraising costs	-
<b>Sub total</b>	<b>3,324</b>
<b>Total Gross Expenditure</b>	<b>46,637</b>
<b>Asset and investment purchases, etc.</b>	-
<b>Total payments</b>	<b>46,637</b>
<b>Net of receipts/(payments)</b>	<b>- 8,300</b>
<b>Cash funds last year end</b>	<b>60,004</b>
<b>Cash funds this year end</b>	<b>51,704</b>

## Bisley Scout Group (Charity no. 267694) Receipts and payments account

Year start date

For the year from	4/1/2024	To
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## Statement of assets and liabilities at the end of the year

31st March 2025  
Unrestricted funds



£

<b>Cash funds</b>	
Bank current account	19,052
Bank deposit account	-
Building society account	32,652
The Scout Association Short Term Investment Service	-
Cash/Floats	-
<b>Total cash funds</b>	<b>51,704</b>
(agree balances with receipts and payments account) ok	
<b>Other monetary assets</b>	
Tax claim	-
Debts due from the County/Area/District/Group	-
Insurance claim	-
<b>Sub total</b>	<b>-</b>
<b>Investment assets</b>	
Investment property - detail	-
Quoted investments	-
Other investments - detail	-
<b>Sub total</b>	<b>-</b>
<b>Non monetary assets for charity's own use</b>	
Badge stock	-
Shop stock	-
Other stock	-
Land and buildings	-
Motor vehicles	-
Scouting equipment, furniture etc	-
Other	-
<b>Sub total</b>	<b>-</b>
<b>Liabilities</b>	
Accounts not yet paid	-
Expenses incurred but not invoiced	-
Subscriptions not yet paid	-
Loan - detail	-
Other liabilities	-
<b>Sub total</b>	<b>-</b>
<b>Total net assets</b>	<b>51,704</b>

The above receipts and payments account and statement of assets and liabilities were approved by the Trustees on 12th Jan 2026 (the date of the Trustee Board meeting that approved the accounts) on their behalf by

Signature

Print Name

K Kett


These templates are based on Charity Commission guidance, which

'CC16b Receipts and Payments Accounts Introductory Notes' <https://assets.publishing.service.gov.uk/government/uploads/system/>

The templates are **guidance**. They must show the opening cash balance at the start of the year, and the closing cash balances. But do tailor to local circumstances. Group's finances to members and other stakeholders.

Year end date

3/31/2025

2023/24

Unrestricted funds  
£

	7,170
-	2,768
	4,220
	-
	-
	4,595
	13,217
	-
	-
	-
	5,670
	190
	-
	-
	5,860
	2,952
	-
	-
	2,952
	-
	999
	-
	-
	999
	23,028
	-
	23,028

Year end date

3/31/2025

2023/24

Unrestricted funds  
£

7,192
-
-
378
2,006
1,135
2,745
1,355
-
-
727
-
1,074
1,056
322
17,990
2,751
100
-
-
2,851

20,841

-

20,841

2,187

57,817

60,004

Should agree to 'Total cash funds' in Statement of assets and liabilities

Year end date

3/31/2025

31st March 2024  
Unrestricted funds

	8,952
	-
	51,052
	-
	-
	60,004

ok

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60,004

	Chair
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Kate Kett, Treasurer

provides helpful notes:

the link is provided below

[uploads/attachment\\_data/file/585971/CC16b.pdf](uploads/attachment_data/file/585971/CC16b.pdf)

ances, the receipt and payment movements in  
stances, to most clearly report the Scout



ents account.