

# Trustees' Annual Report

For the period

From (start date) 0 1 0 4 2 3 to end date 3 1 0 3 2 4

## Section A

## Reference and administration details

Charity name

Higham Wood Scout and Guide Group

Other names the charity is known by

17th Tonbridge Scout Group /12th 13th Tonbridge Guides

Registered charity number (if any)

2 6 7 7 6 1

Charity's principal address

Tonbridge Methodist Church

Higham Lane

Tonbridge Kent

Postcode

T N 1 0 4 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	Keith Reynolds	Chair	
2	Karin Notburga Grey	Secretary	
3	Flora Boorman	Treasurer	
4	Hazel Foster	Group Lead Volunteer	Scouts
5	Alison Rudd	Group Lead Volunteer	Guides
6	Chris Parker		
7	Kathy Mahoney		
8	Martin Rapley		
9	Hannah Fraser		
10	Victoria Emerton		
11	Sarah Barker		
12	Kevin Richardson		
13	Louise Sage		
14	Rachel Murray		
15			



## 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 & Guide Associations. They each 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 and Guide Associations.

#### 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 and Guides.

#### Trustee selection methods

(e.g. appointed by, elected by)

The Trustees are in agreement 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:

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 Group is managed by the Group Trustee Board, the members of which are the 'Charity Trustees' of the Scout & Guide 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.

The Trustee Board consists of the Chair, Treasurer and 12 Trustees (including 3 Ex Officio Trustees, and 3 co-opted Trustees) and meets every 3 months.

Members of the Trustee Board complete Scout & Guide 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

The Group Trustee Board will identify the major risks to which they believe the Group is exposed, these will be reviewed and systems established to mitigate against them. The main areas of concern that have been identified are:

Damage to the building, property and equipment. The Group meets on Church premises. In the event of been unable to continue to do so the Group would request the use of property or equipment from neighbouring organisations such as other Scout or Guide Groups. Similar reciprocal arrangements exist with these organisations. The Group has sufficient 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 & Guide 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 closure of a section. In the worst case scenario the complete closure of the Group.

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 &amp; Guiding</b> Scouting &amp; Guiding exist 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 and Guiding</b> As Scout &amp; Guides 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 &amp; Guide Methods</b> Scouting and Guiding takes place when young people, in partnership with adults, work together based on the values of Scouting and Guiding 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	Weekly indoor and outdoor meetings, learning and exploring a range skills and activities. Camping and residential experiences, helping others and living by the Scout and Guide law and promise
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	Reported under separate cover at the end of this document
Section E Financial Review	
Brief statement of the charity's policy on reserves	<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 X months running costs, circa £X.</p>
Quantify and explain any designations	<p>The Group held reserves of approximately £X against this at year end. This is above the level/below required for operating expenses. However this can be explained by .....</p>
Details of any funds materially in deficit (circumstances plus steps to eliminate)	<div> </div> <div> <p><b>Investment Policy</b></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> </div>



Return this section to:  
www.charitycommission.gov.uk  
01670 432 040

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)	<i>KD Reynolds</i>	
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Full name(s)	Keith Reynolds	
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Position (eg Secretary, Chair)	Chair	
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Date	1	5	1	0	2	4
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# HIGHAM WOOD SCOUT AND GUIDE GROUP

Annual General Meeting

Charity Registration No. 267761

15<sup>th</sup> October 2024

7.45 for 8pm

Tonbridge Methodist Church

## Minutes of the Meeting

### 1. Introduction and welcome

The Chairman welcomed those present.

### 2. Apologies for absence

Apologies for absence were received from Stephen Pearson, Jaqui Kidson, Tory Rudd, Carolyn Edwards, Ronda Brown, Louise Fermor Divisional Commissioner Guides, Victoria Emerton, District Commissioner Guides, Martin Thompson District Lead Volunteer. Rev. Kirsty McGhee, Sponsoring authority

### 3. Governance topics

#### a. Approve the minutes of the Annual General Meeting held on 21<sup>st</sup> June 2023

All documentation for the meeting had been previously circulated by secure link to the Groups website.

The minutes of the previous meeting held on 21<sup>st</sup> June 2023 were taken as read, proposed by the Chairman and seconded by Kathy Mahoney. Approved by a show of hands.

#### b. Re-adopt the constitution as required by Policy, Organisation and Rules (POR)

Prior to adoption the Chairman explained the special circumstances appertaining to the Scout & Guide Group, ie. Scouts and Guides as equal partners but each with their own Policy Organisation and rules. In addition in terms of governance and accountability the 17th Tonbridge Scout & Guide Band also share with us our charitable status and registration. For these reasons the model constitution, recommended by Scouts HQ UK, had not been adopted this year. The existing constitution had been re-worded and adopted just two years prior and the only changes that were to be made this year were to reflect the change of titles as follows: Group Scout Leader to Group Lead Volunteer Scouts and the Group Guider to Group Lead Volunteer Guides. As the document had been previously circulated, after asking if there were any questions, the Chairman proposed that the constitution could be taken as read knowing that the constitution would be



subject to further review. This was seconded by Peter Foster and approved by a show of hands.

**c. Note the Group's financial year**

The Chairman asked the meeting to note that the reporting period for the financial year was 1<sup>st</sup> April 2023 – 31<sup>st</sup> March 2024

**d. Approve appointed and community members of the Group Scout Council**

The Chairman advised that our sponsoring authority, Tonbridge Methodist Church, was represented on the Group Council by the Rev. Kirsty McGhee and that others from outside of the Group could be admitted from time to time where it was felt that would be of benefit to the Group. The Chairman advised the meeting that there were no additional nominations at this time.

**e. Agree the number of members that may be appointed to the Trustee Board**

Following good practice it was explained that the Trustee board should have a minimum of 5 members and a maximum of 12. The Chairman, following advice of the Trustee Board proposed that the number of members should for this year be set at 9 including ex-officio members. The proposal was seconded by Hazel Foster and approved by a show of hands.

**f. Agree the quorum for future meetings of the Group Council (excluding this AGM)**

The recommendation was that the quorum should be set at 10 persons. Helen Kear, present at the meeting, advised that representation by both the Scouts and Guides was a necessity. A balance of numbers of those representing the Scouts and those representing the Guides was considered but after discussion it was agreed that the quorum would be met as long as there was at least a single representative from either the Scouts or Guides to make a quorum of 10. After agreement this was proposed by the Chairman, seconded by Alison Rudd and approved by a show of hands.

**4. Review of the previous year**

- a. The Group Lead Volunteer's review of Scouting and Guiding activities in the Higham Wood Scout & Guide Group

**Hazel Foster gave her report of behalf of the Scouts**

The past year has again been a busy one for both the Scouts and Guides and all sections have been extremely active with varied and active programmes. Over the past year, 1<sup>st</sup> April 2023 – 31<sup>st</sup> March 2024, Group numbers have risen slightly to around 200 young members who are supported by a wonderful team of leaders. On the Guiding side we have re-opened "Rainbows" for the 6- 8 year old girls and also opened a "Squirrel Dray" who



meet at the church. A completely new section and the first in Tonbridge for 4-6 year old boys and girls. Our Beaver section 6-8 years continue to meet at Woodlands School. The Beavers have all enjoyed learning and taking part in craft activities indoors as well as exploring the outdoors, all the time working towards their interest and challenge badges. Our Brownie Unit, 8-10 years, continues to enjoy a fun programme of activities and the fact that the Brownies are full demonstrates their popularity. The Cubs have been on two residentials, one camping and the other indoors, sleeping in bunk beds. The Cubs have also been hiking, fire lighting, made sweets and have enjoyed an active programme and have gained many badges. The Scouts highlights over the year were their winter camp, their Whitsun camp and joining the rest of the Tonbridge District in Operation Founder, an incident hike which took place in February. During their meetings the Scouts have also been hiking, cycling, swimming cooking and taken part in some pioneering and gained badges along the way. The Scouts also once again passed their bi-annual RAF Inspection and celebrated 50 years of Royal Air Force Recognition. We must mention that two of our Scouts, Esther and Phoebe were selected to attend the World Scout Jamboree during the summer of 2023 and that Chris, our Scout Leader chosen to be a Kent Scouts Contingent leader for the Jamboree. All of them are a credit to Scouting and Guiding at Higham Wood. Our Guide section has had a great programme of activities to enjoy as well and last summer they attended an event in Hampshire. A music festival for Guides only called Wellies and Wristbands. This was held at Foxlease, a Guide training centre. It was great fun. Some of our Ranger Guides went on "Breakaway to Belgium" a fun weekend with activities which were based on the board game, Trivial Pursuit. Both the Guide Units and the Scouts had a great evening together skating at the Ice Rink at Tunbridge Wells last December. Finally we would like to thank Tonbridge Methodist Church for all the support they have given us over the years. We were sad to say goodbye to Sharon but were pleased to welcome Kirsty, who has already shown huge enthusiasm and we look forward to working with her during the coming year.. We thank her and everyone at the Church for their continued support. The success of the 17th Tonbridge Scout Group would not be possible without the hard work and dedication of all our volunteers whether they are uniformed members or part of the Board of Trustees who make sure that all the young people have a challenging and active programme in a safe environment. We thank them all.

As always we would like to say thank you to Tonbridge Methodist Church for the use of the premises and making us so welcome

**Alison Rudd gave her report on behalf of the Guides**



Over the past 12 to 18 months, we have seen Guiding grow again at Higham Wood, following a decrease in numbers after the pandemic. Current numbers are; 14 Rainbows, 24 Brownies, 50 Guides (across 2 units) and 15 Rangers. All these young people are supported and lead by a fantastic team of adult volunteers. However, we have seen some challenges, especially with Brownies and meeting the correct adult/young person ratio for meetings. Parents, please consider, when asked, giving up just an hour and a half to help. It is always very disappointing for both leaders and girls to have to cancel a meeting and quite often at short notice due to lack of adult support. All units, from Rainbows to Rangers, run a very full and varied programme of activities each term. Many of these are planned around the Girlguiding Skills Builders and Theme Awards. The girls learn about themselves, find their voice and discover how to use it and, also gain skills and confidence so they know they can do anything. There are 6 themes (Know Myself, Express Myself, Be Well, Have Adventures, Take Action and Skills for My Future). I am pleased to say there have been Bronze, Silver and a Gold Award presented across the sections and more to be awarded later this term too. In addition to these programme-based activities, the girls enjoy trips to the cinema (Rainbows saw WISH and INSIDE OUT 2 at special Girlguiding viewings at the Odeon), Camping; Guides and Rangers attended "Wellies & Wristbands" at Foxlease in Hampshire, which is like a musical festival with Guiding activities, and they also went to the Essex International Jamboree along with around seven thousand others! The Rangers also joined the "Breakaway to Belgium" trip with Guides & Rangers from across the Region and held their own Christmas weekend residential at Pax Wood. More trips are planned for Brownies, Guides and Rangers in the coming months and another trip to the cinema for the Rainbows! Both Brownies and Guides have taken part in the County Water Fundays, kindly run by the 14<sup>th</sup> Tonbridge Sea Scouts on the River Medway in town. Our Brown Owl, Victoria and 12<sup>th</sup> Tonbridge Guide Leader, Hannah, are both on the organising team for these and help ensure the girls have a fun and safe time. The two Guide units have taken part in several joint activities including cooking on open fires, wide games at Dene Park and riding the pedaloes at Dunorlan Park in Tunbridge Wells. The 13<sup>th</sup> Guides are always very grateful to the 12<sup>th</sup> Unit for inviting them to join them. The two Guide units also joined with the Scouts to go Ice Skating in Tunbridge Wells at Christmas, whilst the Rangers like to go on their own and follow it with a pizza. We said a fond farewell to Rev Sharon and welcomed Kirsty as our new Minister and look forward to working alongside her, to help maintain the strong relationship we have had with the church for many years.

**b. Receive and consider the Annual Report of the Group Trustee Board, including the annual Statement of the Accounts**

In doing so it was noted that the Trustees Board had had the opportunity to review the annual report, statement of accounts and independent examiners



report. The report had also been circulated prior to the meeting. The chair then asked the Group Treasurer to give an explanation of the statement of accounts. There were no further questions and the chair thanked our Treasurer Flora Boorman for her hard work and dedication.

**5. Making appointments**

**a. Appoint the Group Chair**

The chair handed over the chairmanship of the meeting to Hazel Foster the Group Lead Volunteer Scouts. Hazel stated that after 10 years as Chairman Keith Reynolds would be stepping down and a new chair appointed. The recommendation was that Rachel Murray should be appointed as Group Chair. This was approved by a show of hands.

**b. Appoint the Group Treasurer**

Flora Boorman had agreed to continue as Treasurer and the recommendation was that she should again be appointed. This was approved by a show of hands.

**c. Appoint members of the Group Trustee Board**

The recommendation was that Rebecca Barclay, Amy Barry, Louise Sage, and Keith Reynolds should be appointed.

With the Chair, Treasurer and 3 ex-officio members, being the Group Lead and Assistant Group Lead Volunteer's Scouts and the Group Lead Volunteer Guides this meets the number agreed earlier in the agenda, item 3e. It was noted that Karin Grey would be responsible for the minutes of the Trustees Board but would not have Trustee Status.

**d. Appoint the Independent Examiner / Auditor**

It was noted that, moving forward, the Independent Examiner must now be suitably independent from the Group on which the report is to be made. The Treasurer thanked Andy Grey for his previous work in this role and proposed that Peter Ingrams would be a suitable replacement. The outgoing chair confirmed that that Peter had been proposed and seconded and was qualified for the role and the nomination was approved by a show of hands.

**Closing remarks.**

The outgoing Chair asked if the District Chairman present, Phil Jesson would like to say a few words. Phil congratulated the Group on its continued success, wished Rachel well in her position as Group chair going forward and congratulated all present.



Presentations were made to the Treasurer and outgoing chair by those present.

The meeting closed in prayer.



## HIGHAM WOOD SCOUT & GUIDE GROUP

Report and Accounts for the year ended

March 31, 2024

CHAIRMAN

K Reynolds

TRUSTEES Ex Officio

Appointment

Name

S.L.Band

M Rapley

GSL & Gladstone Cub Pack

H Foster (Mrs)

Group Guider & 13 Tonbridge Guides

A Rudd (Mrs)

S.L. Air Troop

C Parker

Grylls Cub Pack (now closed)

K Richardson

Langstaff Beavers

K Mahoney (Mrs)

Rainbow Guides

S Barker (Mrs)

13 Tonbridge Brownies

V Emerton (Mrs)

12 Tonbridge Guides &

Ranger Guides

H Fraser (Mrs)

Sponsoring Body

K McGhee (Rev)

TRUSTEES Elected

Appointment

Name

Treasurer

F M Boorman (Mrs)

Secretary

K Grey (Mrs)

Plus one parent representative per Unit (excl. Rangers)



HIGHAM WOOD SCOUT & GUIDE GROUP

REPORT AND ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2024

BANKERS

HSBC plc Tonbridge

Units have their own accounts with various banks.

GROUP/DISTRICT Registration Number : 37835

CHARITY REGISTRATION Number : 267761

Contact Name and Address:

Mrs F M Boorman, 10 The Ridgeway, Tonbridge, Kent, TN10 4NQ

TRUSTEES ANNUAL REPORT FOR THE YEAR ENDED 31 MARCH 2024

MAJOR ACTIVITIES AND ACHIEVEMENTS IN THE YEAR



# HIGHAM WOOD SCOUT & GUIDE GROUP

RECEIPTS for the year ended 31 March 2024

	This Year General Funds	This Year Restricted Funds	This Year Total	Previous Year Total 2023
	£	£	£	£
Membership Subscriptions	23,768	0	23,768	18,130
Less: Paid-Capitation	9,850	0	9,850	8,232
	<hr/> 13,918	<hr/> 0	<hr/> 13,918	<hr/> 9,898
	<hr/>	<hr/>	<hr/>	<hr/>
Interest Received				
Bank	104	0	104	28
Deposits (from HMRC)	0	0	0	202
	<hr/> 104	<hr/> 0	<hr/> 104	<hr/> 230
	<hr/>	<hr/>	<hr/>	<hr/>
Donations / Grants				
Gift Aid	1,510	0	1,510	8,796
Other	3,255	0	3,255	1,556
	<hr/> 4,765	<hr/> 0	<hr/> 4,765	<hr/> 10,352
	<hr/>	<hr/>	<hr/>	<hr/>
Activities				
Camps	0	13,416	13,416	20,963
Outings	0	9,832	9,832	5,123
Other	0	6,342	6,342	7,595
	<hr/> 0	<hr/> 29,590	<hr/> 29,590	<hr/> 33,681
	<hr/>	<hr/>	<hr/>	<hr/>
Fund Raising (gross)	250	0	250	380
	<hr/>	<hr/>	<hr/>	<hr/>
Sundry Receipts	747	0	747	292
Uniform & Badge Sales	1,298	0	1,298	1,318
	<hr/> 2,045	<hr/> 0	<hr/> 2,045	<hr/> 1,610
	<hr/>	<hr/>	<hr/>	<hr/>
TOTAL RECEIPTS	<hr/> 21,082	<hr/> 29,590	<hr/> 50,672	<hr/> 56,151



# HIGHAM WOOD SCOUT & GUIDE GROUP

EXPENDITURE for the year ended 31 March 2024

	This Year General Funds £	This Year Restricted Funds £	This Year Total £	Previous Year Total 2023 £
<b>PREMISES</b>				
Rent	4,429	0	4,429	6,147
Insurances	1,206	0	1,206	1,181
	<hr/> 5,635	<hr/> 0	<hr/> 5,635	<hr/> 7,328
<b>DONATIONS</b>				
Church	1,896	0	1,896	1,656
Others	0	0	0	0
	<hr/> 1,896	<hr/> 0	<hr/> 1,896	<hr/> 1,656
<b>ACTIVITIES</b>				
Camps	0	16,343	16,343	20,796
Outings	0	13,644	13,644	9,618
General Banding	4,539	0	4,539	6,147
Other	1,922	0	1,922	516
	<hr/> 6,461	<hr/> 29,987	<hr/> 36,448	<hr/> 37,077
<b>FUNDRAISING EXPENSES</b>	<hr/> 0	<hr/> 25	<hr/> 25	<hr/> 50
<b>ADMIN EXPENSES</b> incl.OSM	<hr/> 579	<hr/> 0	<hr/> 579	<hr/> 533
<b>OTHER EXPENSES</b>				
Repairs	580	0	580	638
Equipment- general	1,270	0	1,270	3148
Badges & Uniform	3,029	0	3,029	3,322
Leader Training	0	0	0	0
Sundries	3,637	0	3,637	2,545
	<hr/> 8,516	<hr/> 0	<hr/> 8,516	<hr/> 9,653
<b>EQUIPMENT PURCHASES</b>	<hr/> 0	<hr/> 0	<hr/> 0	<hr/> 0
<b>TOTAL EXPENDITURE</b>	<hr/> <hr/> 23,087	<hr/> <hr/> 30,012	<hr/> <hr/> 53,099	<hr/> <hr/> 56,297



# HIGHAM WOOD SCOUT & GUIDE GROUP

## STATEMENT OF FINANCIAL ACTIVITIES for the year ended 31 March 2024

	This Year General Funds £	This Year Restricted Funds £	This Year Total £	Previous Year Total 2023 £
TOTAL RECEIPTS	21,082	29,590	50,672	56,151
TOTAL EXPENDITURE	23,087	30,012	53,099	56,297
	(2,005)	(422)	(2,427)	(146)
TRANSFERS BETWEEN FUNDS	0	0	0	0
NET INCOMING (OUTGOING)	(2,005)	(422)	(2,427)	(146)
FUND BALANCES BROUGHT FORWARD			34,985	35,131
FUND BALANCES CARRIED FORWARD	(2,005)	(422)	32,558	34,985
REPRESENTED BY				
Current Bank Accounts	28,394	3,678	32,072	34,694
Cash in Hand	486	0	486	291
	28,880	3,678	32,558	34,985

Approved by the Trustees on 17<sup>th</sup> June 2024 and signed on their behalf by

Chairman

*K.D. Reynolds*

K.D. REYNOLDS

Treasurer

*F.M. Boorman*

F.M. BOORMAN

**Note- Grylls Pack bank account has now been closed and funds are held in Group Account.**



# Independent Examiner's Report to the Trustees of the

## HIGHAM WOOD SCOUT & GUIDE GROUP

Year to 31 March 2024

### Basis of Independent Examiner's statement.

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the Group and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanation from you as Trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently I do not express an audit opinion on the view given by the accounts.

### Independent Examiner's Statement

In connection with my examination, no matter has come to my attention:

1. which gives me reasonable cause to believe that in any material respect the requirements
  - a. to keep accounting records in accordance with Section 41 of the 1993 Act and
  - b. to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 1993 Acthave not been met; or
2. to which in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Name

A. G. GRAY

Qualification

Statutory Company Director (Retired)

Address

36, Estridge Way, Tonbridge, TN10 4JX.

Date

18<sup>th</sup> June 2024





**Independent Examiner's Report to the Trustees of the  
HIGHAM WOOD SCOUT & GUIDE GROUP**

**Year to 31 March 2024**

**Basis of Independent Examiner's statement.**

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the Group and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanation from you as Trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently I do not express an audit opinion on the view given by the accounts.

**Independent Examiner's Statement**

In connection with my examination, no matter has come to my attention:

1. which gives me reasonable cause to believe that in any material respect the requirements
  - a. to keep accounting records in accordance with Section 41 of the 1993 Act and
  - b. to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 1993 Acthave not been met; or
2. to which in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

**Name**

A. G. GRAY.

**Qualification**

Statutory Company Director (Retired)

**Address**

36, Estridge Way, Tonbridge, TN10 4JX.

**Date**

18<sup>th</sup> June 2024

AGC