

Trustees' Annual Report

For the period

From (start date) 0 1 0 9 2 3 to end date 3 1 0 8 2 4

Section A Reference and administration details

Charity name

1st Prestbury Scout Group

Other names the charity is known by

Registered charity number (if any)

2 6 7 7 9 8

HQ registration number

1 0 0 1 2 8 8 2

Charity's principal address

Scout Headquarters

The Burgage

Prestbury

Postcode

G

L

5

2

3

D

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	Jason Zentner	Chair	
2	Russell Carpenter	Treasurer	
3	Rachel McCarthy	Secretary	
4	Benjamin Davies		
5	Liz Taylor		
6	David Freer		
7	Christopher Whisker	GSL (Ex Officio)	
8	Geoffrey Hall	Cubs (Ex Officio)	
9	Alex King	Scouts (Ex Officio)	
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

(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

You may choose to include additional information, where relevant, about:

Policies and procedures adopted for:

a) the induction and training of trustees; b) trust

The Group is managed by the Board of Trustees (BoT), 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.

The Trustee Board consists of the Chair, Treasurer, Secretary and 6 Trustees (including 3 Ex Officio Trustees, and 3 Elected Trustees and meets every 4 months.

Members of the BoT complete 'Essential Information for Executive Committee' training within the first 6 months of joining the committee.

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 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 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. Risk and Internal Control 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	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. 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. The Scout Method 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.
Summary of the main activities in relation to these objects	The aims are achieved by the running of section meetings each week in term time, and additionally offering nights away experiences either on our premises or elsewhere to allow skills learnt on weeknights to be put into practice.
Additional details of the objectives and activities (optional information but encouraged as best practice)	
	The group is run entirely by volunteers, who work together to ensure the premises are kept operational and safe and to provide opportunities for the young people. Many of the volunteers also attend regular training sessions to maintain the necessary skills, in particular First Aid, to help keep the young people safe. 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	This year saw the continuation of the first Squirrel Drey in Cheltenham. Squirrels was run in the 'family pilot', where parents are required to stay during the meeting. The group membership for the annual census was 136 youth members, 22 Programme delivery roles, and 5 Governance roles: Squirrels 21 (17m/4f)
---	---

Beavers 50 (41m/9f)
Cubs 43 (36m/7f)
Scouts 22 (21m/1f)
Programme Delivery Roles 22 (12m/10f)
Governance Roles 5 (3m/2f)
The waiting list holds 198 people

136
22
5
163

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 Board of Trustees considers that the group should hold a sum equivalent to 12 months running costs, circa £17,000.

The Group held reserves of approximately £15,700 against this at year end, which is below target. This is mainly due to issues claiming GiftAid (c£4,500).

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

--

Further financial review details (optional information)

Investment Policy

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 or The Scout Association's Short Term Investment Service. Except for a small number of shares inherited from Lloyds Bank.

The Board of Trustees 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 BoT considers the cash flow requirements.

Funds are raised mainly via termly subscriptions, of which approximately half is paid upwards to District for insurance and facilities in the area. There are also ad hoc fundraising events organised throughout the year.

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)		
Full name(s)	Jason N Zentner	Rachel McCarthy
Position (eg Secretary, Chair)	Chair	Secretary
Date	051024	

1st Prestbury Scout Group (Charity no. 267798))

	2023-2024	2022-2023
Income		
Bank Interest	3.70	3.21
Donation	4,121.00	160.00
Dry Dock SASU	655.00	85.00
Events - Beavers	4,207.00	704.00
Events - Cubs	5,049.00	680.00
Events - Explorers	706.64	0.00
Events - Scouts	2,312.00	709.00
Events - Squirrels	1,549.50	125.00
Fundraising	204.00	1,457.79
Hall/Field hire	687.00	528.00
Kit hire	0.00	70.00
Membership Fees	14,444.50	10,860.00
Rent	1,385.50	1,269.50
Uniform	151.00	529.47
Expense		
Activity Equipment	299.54	125.60
Admin	489.01	421.80
Badges	92.80	277.00
Badges - Beavers	438.75	363.68
Badges - Cubs	272.36	122.14
Badges - Scouts	111.65	0.00
Badges - Squirrels	215.24	286.56
Bank Fees	878.72	418.49
Camping Equipment	59.95	0.00
Dry Dock SASU	237.34	0.00
Electric	766.89	475.35
Events - Beavers	4,122.14	569.70
Events - Cubs	3,854.04	402.88
Events - Explorers	709.10	0.00
Events - Scouts	2,683.16	477.50
Events - Squirrels	1,678.92	0.00
Fundraising	0.00	122.27
Gas	2,706.48	1,345.28
Insurance	1,116.91	789.63
Internet	0.00	46.00
Meetings - Beavers	146.94	67.41
Meetings - Cubs	304.39	214.86
Meetings - Scouts	349.46	13.75
Meetings - Squirrels	89.92	20.45
Membership Costs	8,636.82	5,658.00
Rates	147.53	0.00

Uniform	159.45	394.37
Venue Maintenance	7,913.86	2,594.91
Water	676.30	456.77

Account balances

Natwest	15,494.97	18,307.61
Petty Cash Beavers	190.00	0.00
Petty Cash Cubs	25.00	0.00
Petty Cash Scouts	0.00	1,084.19

Summary

Account balance brought forward	19,391.80	17,875.23
Total income	35,475.84	17,180.97
Total expenditure	39,157.67	15,664.40
Net income	-3,681.83	1,516.57
Account balance carried forward	15,709.97	19,391.80



CHARITY COMMISSION
FOR ENGLAND AND WALES

1ST PRESTBURY SCOUT GROUP

267798

Receipts and payments accounts

CC16a

For the period
from

01/09/2023

To

31/08/2024

Section A Receipts and payments

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
A1 Receipts					
Donations	4121	-	-	4,121	160
Events	14479	-	-	14,479	2,303
Fundraising	204	-	-	204	1,458
Hall, field and kit hire	687	-	-	687	598
Membership fees	14444	-	-	14,444	10,860
Rental income	1386	-	-	1,386	1,270
Uniform sales	151	-	-	151	529
Bank interest	4	-	-	4	3
Sub total (Gross income for AR)	35,476	-	-	35,476	17,181
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	35,476	-	-	35,476	17,181
A3 Payments					
Activity equipment	360	-	-	360	126
Badges	1,131	-	-	1,131	1,049
Bank charges	879	-	-	879	418
Event expenses	13,284	-	-	13,284	1,450
Fundraising expenses	-	-	-	-	122
Property expenses, maintenance and administration	13,817	-	-	13,817	6,131
Meeting expenses	891	-	-	891	316
Membership costs	8,637	-	-	8,637	5,658
Uniform	159	-	-	159	394
Sub total	39,158	-	-	39,158	15,664
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	39,158	-	-	39,158	15,664
Net of receipts/(payments)	- 3,682	-	-	- 3,682	1,517
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	19,392	-	-	19,392	-
Cash funds this year end	15,710	-	-	15,710	1,517

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Bank account	15,495	-	-
	Petty cash	215	-	-
		-	-	-
	Total cash funds	15,710	-	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets	Details			
	Building	180,000	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
	Equipment, including tents, camping equipment, badges, clothing, protective clothing	30,000	-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	
		Jason Zentner	29-Apr-25	
		Russell Carpenter	29-Apr-25	