



## Trustees' Annual Report for the period

Period start date		Period end date	
From	1 August 2024	To	31 July 2025

### Section A Reference and administration details

Charity name 1<sup>ST</sup> WHITTLESFORD & DUXFORD SCOUT GROUP

Other names charity is known by SCOUT ASSOCIATION NUMBER 37425

Registered charity number (if any) 270949

Charity's principal address

THE SCOUT HUT, THE ALLOTMENT GARDENS	
MOORFIELD ROAD, DUXFORD	
CAMBRIDGESHIRE	
Postcode	CB22 4PS

#### Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year
1	CARMEL WALKER	CHAIR	
2	MARC VAN NIEKERK	GROUP SCOUT LEADER	
3	NICOLA LUHRS	TREASURER	
4	DEBORAH GREGORY	SUBSCRIPTION SECRETARY	1 August 2024 – 22 January 2025
5	DAVID WHITE	TRUSTEE	

#### Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

## Section B

## Structure, governance and management

### Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	The Group's governing documents are those of 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 (POR) of The Scout Association.
How the charity is constituted (eg. trust, association, company)	The Group is a trust established under its rules which are common to all Scouts.
Trustee selection methods (eg. appointed by, elected by)	The Trustees are appointed in accordance with the Policy, Organisation and Rules (POR) of The Scout Association.

### Additional governance issues (Optional information)

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

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system 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 Group, which is an educational charity. As charity trustees, they are responsible for complying with legislation applicable to charities as well as The Scout Association POR. This includes the registration, keeping proper accounts and making returns to the Charity Commission as appropriate.

The Trustee Board consists of:

- Appointed Trustees: the Chair and the Treasurer
- Co-opted Trustees
- Ex officio Trustee: the Group Lead Volunteer
- Secretary.

The Trustee Board meets termly.

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.

#### ***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, schools and other Scout Groups. 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 Association's national accident insurance policy. Risk Assessments are undertaken before all activities.

- Reduced income from fundraising.

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 Trustee 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 wholly 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 need to be a contraction, consolidation or closure of a section or, 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. If there was a reduction in membership in a particular section, or the Group as whole, then there would need to be a contraction, consolidation or closure of a section or, in the worst-case scenario, the complete closure of the Group.

- Risk and Internal Control including financial security.

The Group has in place systems of internal controls that are designed to provide reasonable assurance against material mismanagement or loss. These include the requirement of two signatories for all payments by cheque or by electronic transfer and 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

## Summary of the main activities in relation to these objects

- learn by doing
- share in spiritual reflection
- take responsibility and make choices
- undertake new and challenging activities
- make and live by their Promise.

The Group runs 5 scouting sections: 2 Beaver colonies (Wild Wood and Forest), 2 Cub packs (Sirius and Javelins) and a Scout troop (Arrows).

Membership is open to all children between the ages of 6 to 14 years, within the catchment area of Duxford, Whittlesford, Ickleton, Hinxtton and Thriplow. This year the group was almost at full capacity, averaging 118 members per term (max 126 per term).

Section meetings take place weekly during term time, following a structured program to actively engage and support young people in their personal development, empowering them to make a positive contribution to society.

## 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.

## Additional details of objectives and activities (Optional information)

You may choose to include further statements, where relevant, about:

- policy programme related investment;
- contribution made by volunteers.

The Group is entirely run by a small team of fantastic volunteers. Each of these volunteers gives many hundreds of hours of their time to help run the Group and provide the best quality activities and educational program for the children.

On behalf of the children and their parents, the Trustee Board would like to thank all the leaders and all those involved for their tireless support.

## Section D

## Achievements and performance

### Summary of the main achievements of the charity during the year

Packed programmes - Some of the highlights:

- **Beavers** all went on lots of different hikes, having adventures around the local area. They practiced pond dipping and identifying invasive crayfish at the RSPB reserve in Fowlmere. They visited the Duxford airfield Fire and Rescue where they tried on the firefighters' helmets and had a tour of the emergency vehicles. Beavers learned camp craft including tying knots and pitching tents, and some of them joined other Cambridge Beavers at the district Beaver camp at the Risdens Scout HQ. At Christmas time, the Beavers joined together to decorate a little tree in Beavers colours at the local Christmas Tree Festival. They are true food connoisseurs, so as always cooking eating was a big part of their year. All the Beavers enjoyed camping and cooking on the campfire this year.



## Section D

## Achievements and performance

- **Cubs** visited a 500-year-old farmhouse and learned about the history of farming in the area, looking at artifacts found in local archaeological digs. They also looked at constellations and the arrangement of the planets using fruit. In the Spring term, Cubs celebrated Founders Day with some activities the Scouts did on the first Scout Camp. They also practiced home skills such as sewing, making beds and peeling vegetables. Cubs invited their mums in for Mother's Day and tried their hand at making electronic cards. During the summer term Cubs visited the Brewery Field in Duxford multiple times to look at how nature changes over 3 months and also made bug hotels. They completed the naturalist badge, road safety badge and the Earth Tribe badge. Cubs had a very cold winter Camp at the Duxford Scout hut and a much warmer summer Camp at Hautbois.
- **Scouts** made rockets, learnt about life on the International Space station, satellites and exploratory space craft. They made space craft models and completed their Astronautics badge with a visit to Cambridge University Institute of Astronomy. Scouts conducted experiments exploring non – Newtonian fluids and the science of ketchup, transformed old t-shirts into bags, made and painted models at Warhammer and made tables, benches, a bike rack, planters, a wooden man and cricket bats from pallets donated by a local haulage company.
- Scouts also enjoyed campfires and s'mores, made and tasted tomato-based mocktails, competed to make the best lemonade and made trench stew as part of the Remembrance activities. They completed their level 3 Emergency aid badge which included an incident hike and learning CPR.
- Scouts continued to develop their navigation skills with several hikes and orienteering sessions with two teams successfully completing the Chiltern20 challenge in October and another two teams completing the Cambridge District Silver Fox night hike in Abington in November. Scouts visited College Farm in Duxford and have also been ice-skating, kayaking, and completed their annual obstacle course challenge at the end of the summer term. Two Scouts were awarded their Chief Scout Gold Award as they ended their time in Arrows and moved on to Explorers.

Help in the community - The Group attended the Remembrance Day Parade and Service. The Cubs cleaned inside the church and were able to ring the bells. The Cubs and Beavers made displays for the Christmas tree festival and flower festival in support of the Raise the Roof fund for Duxford Church. The Scout hut continues to be hired out to local scout groups and for other activities.

## 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 £8,000.

An additional maintenance reserve of £1,000 per annum (up to a maximum of £5,000) was also set in June 2019 to cover future major maintenance work related to the upkeep of the hut. This year £1,000 remains in reserve.

**Details of any funds materially 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);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives.

The principal sources of funds are from membership subscriptions, gift aid and hiring out of the Scout hut.

On-going operational costs are prudently examined and met to ensure the successful continuation of the Group.

All funds are held in cash using only mainstream banks or building societies.

The Group Trustee Board 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 Trustee Board considers the cash flow requirements.

**Investment policy**

The Group 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.



**Section F****Other optional information****Section G****Declaration**

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

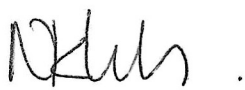


Signed on behalf of the charity's trustees

Signature(s)

Full name(s)

Position  
(eg Secretary, Chair, etc)

Date

	
NICOLA LUHRS	CARMEL WALKER
TREASURER	CHAIR
26/1/2026	 21/1/26

# 1st Whittlesford & Duxford Scout Group

Registered Charity 270949

## Receipts and Payments Account

For the year from 1st August 2024 to 31st July 2025

### Receipts

	2024/25	2023/24
	£	£
<b>Donations, legacies and similar income</b>		
Membership subscriptions	15,890.00	16,380.00
Donations	23.50	172.15
Gift Aid	3,371.88	3,532.51
	<u>19,285.38</u>	<u>20,084.66</u>
<b>Grants</b>		
Grants	0.00	0.00
	<u>0.00</u>	<u>0.00</u>
<b>Programme Activities</b>		
Section camps & activities	5,551.79	6,027.23
Reimbursement of advanced expense float		50.49
	<u>5,551.79</u>	<u>6,077.72</u>
<b>Fundraising (gross)</b>		
Uniform sales	89.00	172.00
	<u>0.00</u>	<u>0.00</u>
	<u>89.00</u>	<u>172.00</u>
<b>Scout Hut Income</b>		
Hire of building	3,999.50	3,890.75
Hire to Explorers	720.00	600.00
Legal fees credit	0.00	20.00
Hire of equipment	200.00	36.00
	<u>4,919.50</u>	<u>4,546.75</u>
<b>Investment income</b>		
Bank interest	697.54	470.81
	<u>697.54</u>	<u>470.81</u>
<b>Total Receipts</b>	<u>30,543.21</u>	<u>31,351.94</u>



# 1st Whittlesford & Duxford Scout Group

Registered Charity 270949

## Receipts and Payments Account

For the year from 1st August 2024 to 31st July 2025

### Payments

	2024/25 £	2023/24 £
<b>Charitable Payments</b>		
Membership subscriptions paid on (National/County/District)	5,890.50	5,460.00
Section activities	2,667.49	2,766.23
Section camps	5,520.19	6,065.08
Adult support and training	81.52	35.00
Rent	227.42	207.69
Water and Sewerage	0.00	0.00
Electricity	1,147.34	1,604.05
Gas	2,827.69	2,486.02
Insurance	3,211.87	3,414.58
Hut Maintenance	6,860.42	2,791.27
Fire alarm maintenance	1,187.36	1,006.90
Equipment	1,418.02	2,405.92
Badges and Leaders uniform	957.40	2,689.18
Media costs, websites and OSM	552.63	739.72
AGM expenses, donations and Gifts	425.60	669.19
	<u>32,975.45</u>	<u>32,340.83</u>
<b>Fundraising expenses</b>		
Uniform for fundraising	0.00	0.00
Other fundraising costs	0.00	0.00
	<u>0.00</u>	<u>0.00</u>
<b>Total Payments</b>	<u>32,975.45</u>	<u>32,340.83</u>
<b>Surplus / Deficit for the year</b>	<u>-2,432.24</u>	<u>-988.89</u>
<b>Cash funds last year end</b>	38,005.43	38,994.32
<b>Cash funds this year end</b>	<u>35,573.19</u>	<u>38,005.43</u>

# 1st Whittlesford & Duxford Scout Group


Registered Charity 270949

For the year from 1st August 2024 to 31st July 2025


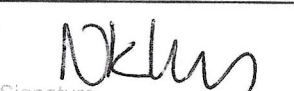
## Statement of assets and liabilities at the end of the year

	2024/25	2023/24
	£	£
<b>Cash funds</b>		
Group Barclays community	3,816.49	5,153.82
Group Barclays business premium	13,867.95	15,648.18
Cambridge Building Society	15,604.35	15,126.58
Arrows Barclays community	602.79	536.73
Sirius Barclays community	1,191.62	1,114.27
Forest Beavers Barclays community	489.99	425.85
Forest Beavers OSM prepayment card	0.00	0.00
<b>Total cash funds</b>	<u>35,573.19</u>	<u>38,005.43</u>
<b>Other monetary assets</b>		
Nil	-	-
<b>Investment assets</b>		
Nil	-	-
<b>Non monetary assets for charity's own use</b>		
Land and buildings*	-	-
Scouting Equipment**	-	-
* The insured value of the hut is £849,831		
** Scouting equipment includes tents, furniture, kitchen, garden and games equipment etc.. The insured value is £47,475		
<b>Liabilities</b>		
Expenses incurred, not invoiced	-190.87	-91.98
Other liabilities	-	0.00
<b>Total</b>	<u>-190.87</u>	<u>-91.98</u>

The above receipts and payments account and statement of assets and liabilities were reviewed by

	EDWARD HALL	13.1.26
Signature	Print Name	Date

and approved by the Trustees at the Trustee Board Meeting held on \_\_\_\_\_ and signed on their behalf by

	CARMEL WALKER	CHAIR
Signature		
	NICOLA LUHRS	TREASURER
Signature		





# CHARITY COMMISSION FOR ENGLAND AND WALES

## Independent examiner's report on the accounts

### Section A

### Independent Examiner's Report

#### Report to the trustees/ members of

Charity Name

1<sup>st</sup> Whittlesford & Duxford Scout Group

#### On accounts for the year ended

31 July 2025

Charity no  
(if any)

270949

#### Set out on pages

TAR y/e 31/07/2025 pages 1 to 7; Group Accounts 2025 pages 1 to 3

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31 July 2025.

#### Responsibilities and basis of report

As the charity trustees of the 1<sup>st</sup> Whittlesford & Duxford Scout Group, 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 1<sup>st</sup> Whittlesford & Duxford Scout Group's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

#### Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention (other than that disclosed below \*) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

\* Please delete the words in the brackets if they do not apply.

Signed:

*Edward L*

Date:

13 January 2026

Name:

EDWARD GRAHAM HALL

Relevant professional  
qualification(s) or body  
(if any):

Chartered Accountant.

FCA., CTA.

Address:

38 Tunbridge Lane

Bottisham

Cambridge CB25 9BU

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

**Give here brief details of any items that the examiner wishes to disclose.**