



# Trustees' Annual Report for the period

|      |                   |       |      |    |                  |       |      |
|------|-------------------|-------|------|----|------------------|-------|------|
| From | Period start date |       |      | To | Period end date  |       |      |
|      | 1 <sup>st</sup>   | April | 2024 |    | 31 <sup>st</sup> | March | 2025 |

## Section A Reference and administration details

Charity name

1<sup>st</sup> Cowfold Scout Group

Other names charity is known by

Registered charity number (if any) 271544

Charity's principal address

50 Acorn Avenue

Cowfold

Horsham

Postcode

RH13 8RT

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

|    | Trustee name       | Office (if any)     | Dates acted if not for whole year | Name of person (or body) entitled to appoint trustee (if any) |
|----|--------------------|---------------------|-----------------------------------|---|
| 1  | Steve Sims         | Chair               |                                   |   |
| 2  | Nicholas Reynolds  | Treasurer           |                                   |   |
| 3  | Sarah Cooper       | Deputy Group Leader |                                   |   |
| 4  | Suzanne Redford    | Treasurer           |                                   |   |
| 5  | Angie Bell         | Secretary           |                                   |   |
| 6  | Ellen Clare Barker | Group Leader        |                                   |   |
| 7  | Kay Blackwell      | Parent rep          |                                   |   |
| 8  | Ian Jewell         | Treasurer           |                                   |   |
| 9  |                    |                     |                                   |   |
| 10 |                    |                     |                                   |   |
| 11 |                    |                     |                                   |   |
| 12 |                    |                     |                                   |   |
| 13 |                    |                     |                                   |   |
| 14 |                    |                     |                                   |   |
| 15 |                    |                     |                                   |   |
| 16 |                    |                     |                                   |   |
| 17 |                    |                     |                                   |   |
| 18 |                    |                     |                                   |   |
| 19 |                    |                     |                                   |   |
| 20 |                    |                     |                                   |   |

### Names of the trustees for the charity, if any, (for example, any custodian trustees)

| Name | Dates acted if not for whole year |
|------|-----------------------------------|
|      |                                   |
|      |                                   |
|      |                                   |

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

| Type of adviser | Name | Address |
|-----------------|------|---------|
|                 |      |         |
|                 |      |         |
|                 |      |         |
|                 |      |         |

### Name of chief executive or names of senior staff members (Optional information)

|  |
|--|
|  |
|--|

## Section B Structure, governance and management

### Description of the charity's trusts

|   |              |
|---|--------------|
| Type of governing document<br>(eg. trust deed, constitution)        | Constitution |
| How the charity is constituted<br>(eg. trust, association, company) | Association  |
| Trustee selection methods<br>(eg. appointed by, elected by)         | Elected      |

### 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.

Governance complies with the instructions and processes of the Scouts Association of the UK

## Section C Objectives and activities

**Summary of the objects of the charity set out in its governing document**

Education/training and other charitable purposes for children and young adults

5 groups and leaders meet weekly during term time for activities that lead to awards (badges). Developing their skills to help them progress into adulthood.

**Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)**

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

Fund raising and other charitable activities are held 3 to 5 times per year. This has included xmas tree and stall at the annual cowfold village fete. Family fun day

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

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

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

2024-25

We have had an active programme of events, and each section has had weekly meetings and days out.

Overnight camps for four of the sections.

## Section E

## Financial review

### Brief statement of the charity's policy on reserves

The group hold a reasonable reserve of fund, should any urgent work be required on the scout hut or equipment. Replacement of camping equipment is being looking at

### Details of any funds materially in deficit

none

### 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 including any ethical investment policy adopted.

## 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) Ellen Barker

Full name(s) Ellen Barker

Position (eg Secretary, Chair, etc) Group Lead Volunteer

Date 12/05/2026

Provisional , subject to independent verification  
Section A Receipts and payments

A1 Receipts  
Fundraising  
Donations / Grants  
Badges  
Subscriptions  
Camps and Trips  
Uniform / Hut Hire  
Misc (Cash deposit/Credits)  
Interest  
Sub total(Gross income for AR)

A2 Asset and investment sales, (see table).

Sub total

Total receipts

A3 Payments  
Subscriptions - Group / Capitation  
Uniform  
Group general expenses  
Equipment  
Camps and Trips  
Fundraising Costs  
Premises expenses  
Misc

Sub total

A4 Asset and investment purchases, (see table)

Sub total

Total payments

Net of receipts/(payments)  
A5 Transfers between funds  
A6 Cash funds last year end  
Cash funds this year end

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

B1 Cash funds

B2 Other monetary assets

B3 Investment assets

B4 Assets retained for the charity's own use

B5 Liabilities

Signed by one or two trustees on behalf of all the trustees

Charity Name  
 1st Cowfold Scout Group  
 Receipts and payments accounts  
 For the period from

Period start date  
 1st April 2024

Unrestricted funds  
 to the nearest £

Restricted funds  
 to the nearest £

|   |       |   |
|---|-------|---|
|   | 1502  | - |
|   | 2299  | - |
| - |       | - |
|   | 12287 | - |
|   | 9671  | - |
| - |       | - |
|   | 436   | - |
|   | 26195 | - |
| - |       | - |
| - |       | - |
| - |       | - |
|   | 26195 | - |
|   | 7683  | - |
|   | 648   | - |
|   | 4538  | - |
|   | 301   | - |
|   | 13001 | - |
|   | 536   | - |
|   | 2167  | - |
|   |       | - |
|   |       | - |
|   |       | - |
|   | 28874 | - |
| - |       | - |
| - |       | - |
| - |       | - |
|   | 28874 | - |
|   | -2679 | - |
| - |       | - |
|   | 24445 | - |
|   | 21766 | - |



Details

LBG Current Account

LBG InstantSavings

LBG 32-day notice

Total cash funds

(agree balances with receipts and payments account(s))

Details

Details

Details

Details

Signature

N C Reynolds

No (if any)  
271544

To Period end date  
31st March 2025

| Endowment funds<br>to the nearest £ | Total funds<br>to the nearest £ |
|-------------------------------------|---------------------------------|
| -                                   | 1502                            |
| -                                   | 2299                            |
| -                                   | -                               |
| -                                   | 12287                           |
| -                                   | 9671                            |
| -                                   | -                               |
| -                                   | -                               |
| -                                   | 436                             |
| -                                   | 26195                           |
| -                                   | -                               |
| -                                   | -                               |
| -                                   | -                               |
| -                                   | 26195                           |
| -                                   | 7683                            |
| -                                   | 648                             |
| -                                   | 4538                            |
| -                                   | 301                             |
| -                                   | 13001                           |
| -                                   | 536                             |
| -                                   | 2167                            |
| -                                   | -                               |
| -                                   | -                               |
| -                                   | -                               |
| -                                   | 28874                           |
| -                                   | -                               |
| -                                   | -                               |
| -                                   | -                               |
| -                                   | 28874                           |
| -                                   | -2679                           |
| -                                   | -                               |
| -                                   | 24445                           |
| -                                   | 21766                           |

Unrestricted funds  
to nearest £

1777  
8086  
28292

38154

Agreement Error  
Unrestricted funds  
to nearest £

-  
-  
-  
-  
-  
-

Restricted funds  
to nearest £

-  
-  
-  
-

-  
-

OK  
Restricted funds  
to nearest £

-  
-  
-  
-  
-  
-

Fund to which asset belongs

Cost (optional)

-  
-  
-  
-  
-

Fund to which asset belongs

Cost (optional)

-  
-  
-  
-  
-  
-  
-  
-  
-

Fund to which liability relates

Amount due (optional)

-  
-  
-  
-  
-

Print Name  
Nicholas Reynolds

CC16a

Last year  
to the nearest £

|   |       |
|---|-------|
|   | 2039  |
|   | 264   |
|   | 54    |
|   | 23060 |
|   | 944   |
|   | 7     |
| - |       |
|   | 99    |
|   | 26467 |
|   |       |
| - |       |
| - |       |
|   | 26467 |
|   |       |
|   | 11645 |
|   | 1568  |
|   | 3837  |
|   | 197   |
|   | 7019  |
| - |       |
|   | 4992  |
|   | 162   |
| - |       |
| - |       |
|   | 29420 |
|   |       |
| - |       |
|   | 29420 |
|   |       |
|   | -2953 |
| - |       |
|   | 27398 |
|   | 24445 |

Endowment funds  
to nearest £

-  
-  
-  
-

-  
-

OK  
Endowment funds  
to nearest £

-  
-  
-  
-  
-  
-

Current value (optional)

-  
-  
-  
-  
-

Current value (optional)

-  
-  
-  
-  
-  
-  
-  
-  
-

When due (optional)

Date of approval  
12/05/26



## Section A

## Independent Examiner's Report

### Report to the trustees

Charity Name  
1st Cowfold Scout Group

### On accounts for the year ended

31 March 2025

Charity no  
(if any)

271544

### Set out on pages

(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 March 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 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 in connection with the examination which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- 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 independent 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: Lucy Anne Poleykett

Date: 17/05/2026

Name: Lucy Anne Poleykett

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

ACA (ICAEW)

### Address:

17 The Hemsleys

Pease Pottage, West Sussex

RH11 9BX

**Section B****Disclosure**

Only complete if the examiner needs to highlight material 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.**