

# Trustees' Annual Report

For the period

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

Section A Reference and administration details

Charity name	1st/ 3rd Houghton Regis Scout Group
Other names the charity is known by	
Registered charity number (if any)	2 7 7 4 3 3
HQ registration number	1 0 0 1 5 0 9 6
Charity's principal address	c/o 18 Englands Avenue Dunstable Bedfordshire Postcode L U 6 1 U H

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	Christopher Slough	Group Chairperson	
2			
3	Kenneth Wattingham		
4	Carol Carey		
5	William Shaw	Group Scout Leader	
6	Sarah Carey		
7	Christopher John Carey		
8			
9			
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

(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:

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 Executive Committee, 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 Committee consists of 3 independent representatives, Chair, Treasurer and Secretary together with the Group Scout Leader, individual section leaders (if opted to take on the responsibility) and parent's representation and meets every 3 months.

Members of the Executive Committee complete 'Essential Information for Executive Committee' training within the first 5 months of joining the committee.

This Group Executive Committee exists to support the Group Scout Leader in meeting the responsibilities of the appointments and is responsible for:  
The maintenance of Group property;  
The raising of funds and the administration of Group finance;  
The insurance of persons, property and equipment;  
Group public occasions;  
Assisting in the recruitment of leaders and other adult support;  
Appointing any sub committees that may be required;  
Appointing Group Administrators and Advisors other than those who are elected.

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>

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.

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

The group has continued to grow in membership with further expansion planned for the launch of Squirrels within the next 12 months. Significant improvements have been made to the usability of the hall thanks to funding from CBC and S106 funds

#### Section E

#### Financial Review

Brief statement of the charity's policy on

##### **Reserves Policy**

The Group's policy on reserves is to hold sufficient resources

The Group held reserves of approximately £29,359 against this at year end. This is above the level required for operating expenses. However this can be explained by reserve being held to improve the interior of the hut which remains an ongoing project.

Quantify and explain any designations

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

Further financial review details (optional information)

- You **may choose** to include additional information, where relevant, about:
- the charity's principal sources of funds
  - how expenditure has supported the key
  - investment policy and objectives;

**Investment Policy (Specimen 1)**

The Group does not have sufficient funds to invest in longer

The Group Trustee Board regularly monitors the levels of

**Section F**

**Other Optional Information**

Plans for future periods (details of any

**Section G**

**Declaration**

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

Signed on behalf of the charity's trustees

Signature(s)

CRL Slough

William Shaw

Full name(s)

C. SLOUGH

WILLIAM SHAW

Position (eg Secretary, Chair)

CHAIR

GLU / TREASURER

Date

□ □ □ □ □ □

# 1st/3rd Houghton Regis Scout Group (Charity no.277433)

## Receipts and payments account

Year start date

Year end date

For the year from	01/01/2024	To	31/12/2024
-------------------	------------	----	------------

### Receipts and payments

	2024	2023
	Unrestricted funds	Unrestricted funds
	£	£
<b>Receipts</b>		
<b>Donations, legacies and similar income</b>		
Membership subscriptions - Note 1	6,826	7,959
Membership subscriptions (refund from District)	28	
Donations	880	334
Investiture/Uniform/Badges	170	374
Gift Aid	-	-
<b>Activities</b>		
Cubs Climbing		96
Scouts Survival Day		60
Beaver Zoo Sleepover		685
Scouts Water Activity Day	630	240
Group Autumn Camp		1,895
Scouts Ice Hockey		411
Other Similar Income		57
Scouts ASAP Camp	495	
Cubs Survival Day	12	
Cubs Fundays	932	
Beavers and Cubs Mini Golf	263	
Beavers HP Sleepover	525	
Scouts Hat Challenge	200	
Beavers Mead Open Farm & Sleepover	553	
Polo Shirt Sales	90	
Other Income	8	
<b>Sub total</b>	<b>11,611</b>	<b>12,112</b>
<b>Grants</b>		
s.106	66,276	-
Other grants	-	579
<b>Sub total</b>	<b>66,276</b>	<b>579</b>
<b>Fundraising events (gross)</b>		
Rotary Christmas Float	500	100
Houghton Regis Carnival	1,217	1,200
Other fundraising activities	-	-
<b>Sub total</b>	<b>1,717</b>	<b>1,300</b>
<b>Scout hut income</b>		
Hire of building	2,970	2,470
Hire of equipment	40	-
Other Scout hut income	-	-
<b>Sub total</b>	<b>3,010</b>	<b>2,470</b>
<b>Investment income</b>		
Bank interest	-	-
Building Society interest	-	-
Compensation from Bank	50	-
Other investment income	-	-
<b>Sub total</b>	<b>50</b>	<b>-</b>
<b>Total Gross Income</b>	<b>82,663</b>	<b>16,461</b>
<b>Asset and investment sales, etc.</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>82,663</b>	<b>16,461</b>

# 1st/3rd Houghton RegisScout Group (Charity no. 277433)

## Receipts and payments account

Year start date		Year end date	
For the year from	01/01/2024	To	31/12/2024

### Receipts and payments

	2024	2023
	Unrestricted funds	Unrestricted funds
	£	£
<b>Payments</b>		
<b>Charitable Payments</b>		
Membership subscriptions paid on (National/County/Area/ District)	3,108	2,964
Youth programme and activities	-	-
General Meeting Activities	1,304	1,194
Cubs Climbing	-	200
Scouts Survival Day	-	84
Beavers Zoo Sleepover	-	648
Scouts Water Activity Day	630	240
Group Autumn Camp	-	1,609
Scouts Ice Hockey	-	439
Ground Rent	1,860	1,860
Water and Sewerage	274	263
Heating Oil	338	363
Electricity	1,315	638
Insurance	1,058	894
Internet Costs	163	16
Repairs and Renewals	764	2,160
s.106 works	66,276	
Materials and Equipment	700	189
Cleaning	145	45
Printing and Photocopying		82
Uniforms/ Badges	1,490	866
AGM and trustee expenses		19
Loan Repayment District Oil Tank		690
Gifts		15
Computer and Software	46	27
ICO Licence	35	
Cub Khana	30	
Cubs Survival Day	12	
Cubs Fundays	927	
Beavers and Cubs Mini Golf	288	
Scouts Hat Challenge	200	
Beavers HP Sleepover	551	
Beavers Mead	447	
ASAP	546	
Other costs	8	
<b>Sub total</b>	<b>82,513</b>	<b>15,503</b>
<b>Fundraising expenses</b>		
Tombola Expenses	-	92
Carnival Expenses	24	111
Other fundraising costs	41	
<b>Sub total</b>	<b>65</b>	<b>203</b>
<b>Total Gross Expenditure</b>	<b>82,579</b>	<b>15,706</b>
<b>Asset and investment purchases, etc.</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>82,579</b>	<b>15,706</b>
<b>Net of receipts/(payments)</b>	<b>84</b>	<b>755</b>
<b>Cash funds last year end</b>	<b>29,275</b>	<b>28,520</b>
<b>Cash funds this year end</b>	<b>29,359</b>	<b>29,275</b>

# 1st/3rd Houghton Regis Scout Group (Charity no.277433)

## Receipts and payments account

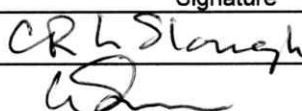
Year start date	Year end date
For the year from	To
01/01/2024	31/12/2024

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

	2024 Unrestricted funds	2023 Unrestricted funds
	£	£
<b>Cash funds</b>		
Bank current account	29,359	29,275
Bank deposit account	-	-
Building society account	-	-
The Scout Association Short Term Investment Service	-	-
Cash/Floats	-	-
<b>Total cash funds</b>	<b>29,359</b>	<b>29,275</b>
(agree balances with receipts and payments account)	ok	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>-</b>
<b>Investment assets</b>		
Investment property - detail	-	-
Quoted investments	-	-
Other investments - detail	-	-
<b>Sub total</b>	<b>-</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>-</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>-</b>
<b>Total net assets</b>	<b>29,359</b>	<b>29,275</b>

The above receipts and payments account and statement of assets and liabilities were approved by the Trustees on 8th September 2025 (the date of the Trustee Board meeting that approved the accounts) and signed on their behalf by

Signature



Print Name

C SLOUGH
Chair

W SHAW
Treasurer



## **Independent examiner's report to the trustees of 1<sup>st</sup>/3<sup>rd</sup> Houghton Regis Scout Group**

I report to the trustees on my examination of the accounts of the 1<sup>st</sup>/3<sup>rd</sup> Houghton Regis Scout Group for the year ended 31/12/2024

### **Responsibilities and basis of report**

As the charity trustees of the 1<sup>st</sup>/3<sup>rd</sup> Houghton Regis 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>/3<sup>rd</sup> Houghton Regis Scout Group 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 giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the 1<sup>st</sup>/3<sup>rd</sup> Houghton Regis Scout Group as required by section 130 of the Act; or
2. the accounts do not accord with those records.

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:



Name: MICHAEL JOHN HAWKES

Relevant professional qualification or membership of professional bodies (if any):

M.A.A.T.

Address: 18 Beresford Road, Caister on Sea, Norfolk NR30 5BR

Date: 8.9.2025