

# Trustees' Annual Report

For the period

From (start date) 

0	6	0	4	2	4
---	---	---	---	---	---

 to end date 

0	5	0	4	2	5
---	---	---	---	---	---

## Section A

## Reference and administration details

Charity name

High Littleton Scout Group

Other names the charity is known by

Registered charity number (if any)

2 8 0 2 9 6

HQ registration number

3 7 8 7 3

Charity's principal address

High Littleton Scout Hall

High Street

High Littleton

BRISTOL Postcode B S 3 9 6 J D

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	Duncan Beechener	Chair	
2	Brenda Selwyn	Treasurer	
3	Simon Walker	Lead volunteer	
4	William Holmes	Elected Member	
5	Sarah Hamblin	Elected Member	
6	Patricia Horwood	Team Lead Beavers	
7	Rosalind Watts	Team Lead Cubs	
8	John Vailes	President	
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:

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. This includes the registration, keeping proper accounts and making returns to the Charity Commission as appropriate.

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 Trustee Board consists of the Chair, Treasurer and 6 Trustees (including 3 Ex Officio Trustees, 3 co-opted Trustees) and meets every 2 months. A secretary is appointed to record meetings, but is not a Trustee.

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, 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 6 to 14.5. 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

**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

Indoor and outdoor activities including:

Hiking, camping, map reading, pioneering, badge work, craft activities, backwoods cooking, team building challenges.

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 Scout Group has operated 1 scout group, 2 cub packs, and 2 Beaver colonies. Membership has fallen slightly during the year. Fundraising has continued for Group operation and for necessary works on the Scout Hall.

The Scout Hall is available to a wide range of local community groups for day time and weekend activities.

Examples of Hall use are community coffee mornings and afternoon teas, community film nights, monthly repair cafes, exercise classes, committee meetings of local groups and as a polling station.

Investment in the Hall this year has included repairs to and replacement of windows.

**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 24 months running costs, circa £26,000. Annual sums include £7,500 loan repayments until September 2026 and £3,000 building insurance.

The Group held reserves of approximately £33,430 against this at year end. This is above the level required for operating expenses. However this can be explained by the high maintenance required for the Scout Hall which continues to be invested in and the remaining loans.

Quantify and explain any designations

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

**Section E****Financial Review (continued)**

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);

Fundraising for the Group is from the members subscriptions and several fundraising activities during the year (e.g. jumble sales) and rental income from letting the Scout Hall to local groups.

- how expenditure has supported the key objectives of the charity;

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 and objectives;

**Investment Policy**

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.

**Section F****Other Optional Information**

Plans for future periods (details of any significant activities planned to achieve them)

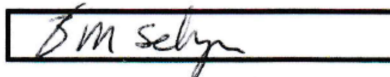
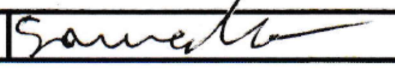
Continued operation of the Scout Group. Further improvements to Scout Hall, including replacement of remaining single-glazed windows to improve energy efficiency.

**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)

Brenda Selwyn	Simon Walker
---------------	--------------

Position (eg Secretary, Chair)

Treasurer	Group Scout Leader
-----------	--------------------

Date

1	4	0	5	2	5
---	---	---	---	---	---

## Unqualified report

---

### Independent examiner's report to the trustees of High Littleton Scout Group

I report to the trustees on my examination of the accounts of the High Littleton Scout Group for the year ended 5 April 2025.

### Responsibilities and basis of report

As the charity trustees of the High Littleton 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 High Littleton 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 High Littleton 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: KIRSTY JANE PLUMMER F.M.A.A.T

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

Address: 31 KINGSLEY ROAD, WESTFIELD, RADSTOCK, BA3 3YU

Date: 02/06/2025

# High Littleton Scout Group (280296)

## Receipts and Payments Account

Year start date

Year end date

For the year from	06/04/24	To	05/04/25
-------------------	----------	----	----------

### Receipts and payments

	2024/25			2023/24	
	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Total funds
	£	£	£	£	£
<b>Receipts</b>					
<b>Donations, legacies and similar income</b>					
Membership subscriptions	10,504	-	-	10,504	10,606
Less: Membership subscriptions paid on (National/County/Area/District)	5,175	-	-	5,175	5,445
Camp and activity fees	12,520	-	-	12,520	5,240
Donations	5,392	-	-	5,392	2,389
Gift Aid	1,828	-	-	1,828	2,077
Lloyds Bank Foundation	-	-	-	-	650
<b>Sub total</b>	<b>25,070</b>	<b>-</b>	<b>-</b>	<b>25,070</b>	<b>15,517</b>
<b>Grants</b>					
Quartet Community Foundation	-	5,000	-	5,000	-
Sperring Trust	-	1,000	-	1,000	-
K.B.C.L. Charitable Trust	-	850	-	850	-
<b>Sub total</b>	<b>-</b>	<b>6,850</b>	<b>-</b>	<b>6,850</b>	<b>-</b>
<b>Fundraising events (gross)</b>					
Jumble and other sales	4,893	-	-	4,893	3,753
High Littleton Village Day	1,093	-	-	1,093	1,266
AGM Duck Race	283	-	-	283	499
Afternoon teas	636	-	-	636	-
Film nights	723	-	-	723	708
Textile collection point	298	-	-	298	226
Other fundraising activities	-	-	-	-	331
<b>Sub total</b>	<b>7,926</b>	<b>-</b>	<b>-</b>	<b>7,926</b>	<b>6,784</b>
<b>Scout Hall income</b>					
Hire of building	1,283	-	-	1,283	1,426
Hire of equipment	-	-	-	-	-
Other Scout Hall income	1	-	-	1	1
<b>Sub total</b>	<b>1,284</b>	<b>-</b>	<b>-</b>	<b>1,284</b>	<b>1,427</b>
<b>Investment income</b>					
Bank interest	358	-	-	358	302
Other investment income	-	-	-	-	-
<b>Sub total</b>	<b>358</b>	<b>-</b>	<b>-</b>	<b>358</b>	<b>302</b>
<b>Total Gross Income</b>	<b>34,638</b>	<b>6,850</b>	<b>-</b>	<b>41,488</b>	<b>24,030</b>
<b>Asset and investment sales, etc.</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>34,638</b>	<b>6,850</b>	<b>-</b>	<b>41,488</b>	<b>24,030</b>



# High Littleton Scout Group (280296)

## Receipts and Payments Account

Year start date

Year end date

For the year from	06/04/24	To	05/04/25
-------------------	----------	----	----------

### Receipts and payments

	2024/25				2023/24
	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Total funds
	£	£	£	£	£
<b>Payments</b>					
<b>Charitable Payments</b>					
Youth programme and activities	12,377	-	-	12,377	6,333
Adult support and training	-	-	-	-	-
Loan principal	7,500	-	-	7,500	7,500
Loan interest	75	-	-	75	100
Water and sewerage	306	-	-	306	297
Electricity and gas	1,532	-	-	1,532	2,562
Insurance	3,269	-	-	3,269	2,824
Scout Hall repair and refurbishment	516	2,984	-	3,500	8,975
Scout Hall running costs	4,834	-	-	4,834	1,462
Materials and equipment	341	-	-	341	492
Uniform & badges	686	-	-	686	1,008
AGM and Trustee expenses	83	-	-	83	29
Donation to Grow Timsbury CIC	50	-	-	50	-
<b>Sub total</b>	<b>31,569</b>	<b>2,984</b>	<b>-</b>	<b>34,553</b>	<b>31,583</b>
<b>Fundraising expenses</b>					
Jumble and other sales	1,491	-	-	1,491	314
High Littleton Village Day	433	-	-	433	455
AGM Duck Race	60	-	-	60	55
Afternoon teas	303	-	-	303	-
Film nights	145	-	-	145	838
Textile collection point	-	-	-	-	-
Other fundraising costs	-	-	-	-	126
<b>Sub total</b>	<b>2,432</b>	<b>-</b>	<b>-</b>	<b>2,432</b>	<b>1,789</b>
<b>Total Gross Expenditure</b>	<b>34,001</b>	<b>2,984</b>	<b>-</b>	<b>36,985</b>	<b>33,372</b>
<b>Asset and investment purchases, etc.</b>	-	-	-	-	-
<b>Total payments</b>	<b>34,001</b>	<b>2,984</b>	<b>-</b>	<b>36,985</b>	<b>33,372</b>
<b>Net of receipts/(payments)</b>	<b>637</b>	<b>3,866</b>	<b>-</b>	<b>4,503</b>	<b>- 9,342</b>
<b>Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Cash funds last year end</b>	<b>28,927</b>	<b>-</b>	<b>-</b>	<b>28,927</b>	<b>38,269</b>
<b>Cash funds this year end</b>	<b>29,564</b>	<b>3,866</b>	<b>-</b>	<b>33,430</b>	<b>28,927</b>

# High Littleton Scout Group (280296)

## Receipts and Payments Account

Year start date

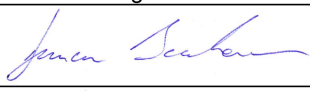
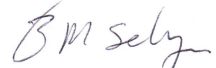
Year end date

For the year from	06/04/24	To	05/04/25
-------------------	----------	----	----------

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

	5 Apr 2025				5 Apr 2024
	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Total funds
	£	£	£	£	£
<b>Cash funds</b>					
Bank current account	6,880	-	-	6,880	6,988
Bank current account (camp)	1,924	-	-	1,924	621
Bank deposit account	20,560	3,866	-	24,426	21,067
Cash/floats	200	-	-	200	250
<b>Total cash funds</b>	<b>29,564</b>	<b>3,866</b>	<b>-</b>	<b>33,430</b>	<b>28,927</b>
(agree balances with receipts and payments a/c)	ok	ok	ok	ok	ok
<b>Other monetary assets</b>					
Other monetary assets	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Investment assets</b>					
Other investments	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Non monetary assets for charity's own use</b>					
Badge stock	1,100	-	-	1,100	1,300
Land and buildings	75,000	-	-	75,000	75,000
Scouting equipment, furniture etc	27,000	-	-	27,000	26,000
Other	-	-	-	-	-
<b>Sub total</b>	<b>103,100</b>	<b>-</b>	<b>-</b>	<b>103,100</b>	<b>102,300</b>
<b>Liabilities</b>					
Accounts not yet paid – utilities	64	-	-	64	-
Expenses incurred but not invoiced – utilities	179	-	-	179	-
Expenses incurred but not invoiced – hall refurbishment	-	2,984	-	2,984	-
Loan – Avon County Scout Council	10,000	-	-	10,000	15,000
Loan – Wansdyke District Scouts	17,500	-	-	17,500	20,000
<b>Sub total</b>	<b>27,743</b>	<b>2,984</b>	<b>-</b>	<b>30,727</b>	<b>35,000</b>
<b>Total net assets</b>	<b>104,921</b>	<b>882</b>	<b>-</b>	<b>105,803</b>	<b>96,227</b>

The above receipts and payments account and statement of assets and liabilities were approved by the Trustees on 14<sup>th</sup> May 2025 (the date of the Trustee Board meeting that approved the accounts) and signed on their behalf by

Signature	Print Name
	Duncan Beechener Chair
	Brenda Selwyn Treasurer