

Trustees' Annual Report

For the period

From (start date)

0 1 0 1 2 4

to end date

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Section A

Reference and administration details

Charity name

2nd Ware (St. Mary's) Scout Group

Other names the charity is known by

Registered charity number (if any)

2 8 1 8 7 5

HQ registration number

Charity's principal address

Scout Hut

Poles Lane

Ware

Postcode

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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	Phiip Rowbotham	Chairperson	
2	Taylor Wilson	Group Lead Volunteer	
3	Caterine Lee	Treasurer	
4	Melissa Law		
5	Lesley Meek		
6	Richard Earl		
7	Jonathan Lippiatt		
8	Catherine Dickson		
9	Sarah Merritt		
10	James Ottery		12/5/24 -
11	Karen John		
12	Jerry Pollard		
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 1+ Ex Officio Trustee, and 2 co-opted Trustees) and meets every 2 months.

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.

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.

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

Weekly term time meeting and activities and camps.

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

Opening of a new Squirrel section. Participation in District events including winning Oxley Shield, District and County Cooking competitions, Scout swimming Gala and Scout Raft Race.

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 £13,000.

The Group held reserves of approximately £29,000 against this at year end. This is above the level required for operating expenses.

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 (including any fundraising);

Income

The principal source of funds is membership subscriptions supplemented by fundraising.

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

All the groups expenditure is used to provide activities and support the members.

- 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)

The main hall needs significant repairs which will require funding. The trustees intend to apply for grants and carry out fundraising activities to achieve this.

Section G

Declaration

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

Signed on behalf of the charity's trustees

Signature(s)

P. A. Rowbotham

Full name(s)

Philip Alan Rowbotham

Position (eg Secretary, Chair)

Chair

Date

15/12/25

2nd Ware (St Mary's) Scout Group
Income and Expenditure Account
Year Ended 31st December 2024

	2024			2023		
	£	£	£	£	£	£
<u>Income</u>						
Subscriptions		15,837		14,550		
Activity Fees		1,207		1,591		
Camp Fees		4,141		3,202		
Fundraising Takings	3,567					
Fundraising Expenses	<u>1,333</u>					
Income from Fundraising		2,234		2,925		
Rent		986		2,384		
Grants		1,600		-		
Donations		180		-		
Gift Aid		2621		-		
Interest		<u>443</u>		<u>278</u>		
		29,249			24,928	
<u>Expenditure</u>						
Capitation	<u>6,903</u>			<u>6,046</u>		
		6,903			6,046	
Section Activities	3,476			2,094		
Camps	4,138			2,513		
Competition Events	<u>736</u>			<u>75</u>		
		8,350			4,682	
Uniform & Badges	1,608			1,067		
	<u></u>	1,608		<u></u>	1,067	
Rent	400			600		
Insurance	1,424			1,391		
Electricity	-			1,111		
Water	322			137		
Internet	371			339		
Repairs & Maintenance	1,721			3,954		
Surveys & Plans for Capital Expenditure	1,537					
Cleaning	1,000			1,125		
Group Expenses	<u>899</u>			<u>3,251</u>		
		7,675			11,908	
Administration						
AGM	245			130		
OSM	225			189		
Payment Fees	1,116			509		
Sundries	<u>56</u>			<u>190</u>		
		1,642			1,018	
		26,177			24,720	
Excess/(Deficit) of Income over Expenditure		<u>3,072</u>			<u>208</u>	
Accumulated funds at 31st December 2023	51,708					
Excess/(Deficit) of Income over Expenditure	<u>3,072</u>					
Accumulated funds at 31st December 2024	<u>54,780</u>					
Represented by :						
General Accounts	23,137					
Interest Account	29,909					
Cash	<u>1,733</u>					
	<u>54,780</u>					

Independent examiner's report to the trustees of 2nd Ware (St Mary's) Scout Group

I report to the trustees on my examination of the accounts of the 2nd Ware (St Mary's) Scout Group for the year ended 31st December 2024.

Responsibilities and basis of report

As the charity trustees of the 2nd Ware (St Mary's) 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 2nd Ware (St Mary's) 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 2nd Ware (St Mary's) 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:

A handwritten signature in black ink, consisting of a stylized 'S' followed by a series of loops and a final horizontal stroke.

Name: Sophie Hurst

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

Address:

2 Worcester Close
Lowdham
Nottingham
NG14 7WH

Date: 18/11/2025