

Trustees' Annual Report

For the period

From (start date)

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to end date

3	1	0	2	2	5
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Section A

Reference and administration details

Charity name

Coxheath Scout Group

Other names the charity is known by

Registered charity number (if any)

2 8 2 1 2 3

HQ registration number

Charity's principal address

The Scout Hut

Westerhill road

Coxheath, Maidstone

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	Rob Cox	Chair	
2	Sharon Mayhew	Treasurer	
3	Angela Maryon	Secretary	
4	Geoff Cooke		
5	Alex Foster		
6	Jenny Stanbury		
7	Juliet Hazebroek		
8	Rachel Mcara		
9	Paul Emery		
10	Trudy Maxted		
11	Andy Hughes		
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

1 LT700001 (14 September 2024)

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 9 Trustees (including 3 Ex Officio Trustees, and 2 co-opted Trustees) and meets every 3 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.

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.

Section C	Objectives and activities
Summary of the objects of the charity set out in its governing document	<p>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.</p> <p>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.</p> <p>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.</p>
Summary of the main activities in relation to these objects	
Additional details of the objectives and activities (optional information but encouraged as best practice)	
<p>You may choose to include further statements, where relevant, about:</p> <ul style="list-style-type: none"> • 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	

Section E	Financial Review
Brief statement of the charity's policy on reserves	<p>Reserves Policy</p> <p>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 £10K</p> <p>The Group held reserves of approximately £25K against this at year end. This is above the level required for operating expenses.</p>
Quantify and explain any designations	
Details of any funds materially in deficit (circumstances plus steps to eliminate)	
Further financial review details (optional information)	
<p>You may choose to include additional information, where relevant, about:</p> <ul style="list-style-type: none">• the charity's principal sources of funds (including any fundraising);• how expenditure has supported the key objectives of the charity;• investment policy and objectives;	<p>The Group's Income and Expenditure is small and as a consequence 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. All funds are held in cash using only mainstream banks or building societies.</p> <p>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 bank.</p>

Section F

Other Optional Information


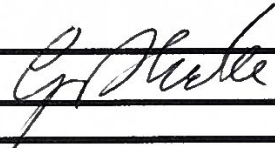
Plans for future periods (details of any significant activities planned to achieve them)

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)	Alex Foster	Geoffrey Cooke
Position (eg Secretary, Chair)	Trustee	Trustee
Date	200126	

Coxheath Scout Group
Profit and Loss Account
Year ended 31/03/2025

	2024/25	2023/24
Income		
Subscriptions	27,800	24,080
Scout Hall Hire	5,157	4,982
Fundraising	1,398	2,980
Donations	7,600	552
Grants	942	-
<i>Misc</i>		
Minibus Hire and contribution to petrol	696	786
Family camp	1,178	506
Other income	-	174
	1,874	1,466
Total Income	44,771	34,060
Expenditure		
<i>Scout Hall Costs</i>		
Cleaner and Cleaning Materials	1,123	1,026
Land Rental	25	25
General Repairs and Maintenance	1,136	22,643
Refuse Disposal	509	460
Insurance	1,163	1,068
<i>Utilities</i>		
Light and Heat	1,877	6,658
Water	219	251
	6,052	32,131
<i>Scouting expenditure</i>		
Squirrels	300	602
Beaver	365	738
Cubs	407	464
Scouts	558	499
Camps	1,217	(429)
Equipment	704	1,037
Other group activities	1,376	471
Capitation	9,381	6,724
First Aid	46	32
Badges	2,225	1,687
Misc	49	68
Donations	198	3,056
AGM	(24)	41
Fireworks	3	75
Group campfire	77	34
Xmas bowling	296	516
Xmas carols	55	85
Leaders evening	119	-
Gifts	449	435
Group uniform	470	1,347
Training	0	40
Poppy wreaths - Remembrance Sunday	28	28
	18,299	17,550
<i>Minibus expenditure</i>		
Tax, permits and insurance	1,489	1,321
Repairs and MOT	737	1,245
Signwriting	-	130
Fuel	168	185
Parking	9	10
Profit on disposal of trailer	-	(1,400)
Depreciation	3,290	3,290
	5,693	4,781
<i>Administrative costs</i>		
PPS	89	83
Total Expenditure	30,133	54,545
Profit/(Loss) for the year	£14,638	£(20,485)



Section A

Independent Examiner's Report

Report to the trustees

Charity Name
Coxheath Scout Group

On accounts for the year
ended

31 March 2025

Charity no
(if any) 282123

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 / 03 / 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: *Laura Hulme*

Date: 26 September 2025

Name: Laura Hulme FCA

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

Fellow of the Institute of Chartered Accountants in England & Wales

Address:

41 Waldron Drive

Loose

ME15 9TH