



3rd Royal Eltham Scout Group

Third Royal Eltham Scout Group

TRUSTEE'S ANNUAL REPORT

**For the period
1st April 2024 to 31st March 2025**

**98 Sparrows Lane
New Eltham
London
SE9 2BT**

Charity no. 2823362

Names of Charity Trustees* and helpers who manage the Charity

Trustee Name	Office (if any)	Dates acted (if not for whole year)
Bendy Ashfield	Chair	
Tim Lofts*	Deputy Chair	
Kathy Van de Rijt	Treasurer	
Amanda Jackson-Downie	Group Secretary	
Andy Smith*	Group Scout Leader	
Dawn Burton*	Squirrel Scout Leader / Hall Hires	
Abi Burton	Squirrel Scout Leader	
Darren Goulston	Beaver Scout Leader	
Rachel Thorn	Beaver Scout Leader	
Louise Ring*	Cub Scout Leader	
Tiff Blaylock	Scout Leader	
Alex Jean-Paul	Leader	
Ruth Fancett*		
Mark Gately*		
Kevin Trump*		
Elspeth Geden	Parent	
Inga Stamer	Parent	
Chris Mangar	Parent	
Debbie Sankey	Parent	

CHAIR'S REPORT

At the end of my first year as Chair of Third Royal Eltham Scout Group I am immensely proud of everything the Group has achieved, all of which you will hear about in more detail from the Sections themselves. Being invited to some of the events and evenings which sections run has been a real joy, with my particular highlight being the Beavers' Christmas tea party!

As you will all be aware one of the key things that makes our Group so successful is the team of leaders which we have and who give their time so endlessly to run the Section meetings and all the other camps and activities which our young people take part in. To be totally honest I hadn't ever properly considered how much time this takes. Being Chair has opened my eyes to exactly how much time all our leaders contribute to planning and delivering the sessions, so a huge thank you to them all.

The Trustee Board is made up of leaders and parents and works to make sure that everything is in place for our leaders to do what they do so brilliantly. We now have increasing numbers of bookings of the hall outside of scouting use which has continued to cement our financial position following the pandemic. As a Group we have continued to maintain and make improvements to the hall including replacing the front doors, and as anyone who has been here for the last day or so will have noticed, we now have fully working sinks outside at the front and I believe blackout blinds are the next project.

We have also spent money on buying and replacing kit for all sections. Some of this was for when groups go on camps like new alter fires, but we also bought equipment for activities in the hall.

One of the tricky realities of having such a successful Group is the accompanying waiting list! The Trustee Board and leaders have worked to create a policy to manage the waiting list fairly and transparently – and share this with all those on the list and ask them to confirm they still want to be on the list. This sounds a deceptively simple piece of work but was not! Many thanks to Debbie and Tim who have worked really hard on this piece.

One of the Board, Mark Gately, whose association with the Thirds goes back an indecent amount of time has decided to step down from the Board as he has moved further afield. I would like to thank him for all his work over the years and personally for the support he offered when I first started and last autumn, when Andy stepped back from the Group for a short period of time.

My thanks to all those who are on the Trustee board and also gave up their time to support the Group.

Apart from leaders and trustees the other strand of support comes from you as parents and friends of our members and as ever we are really grateful for your ongoing support and help with all our Sections.

Fundamentally we are all here to give our young people incredible opportunities to do things, make friends and have fun. And it is thanks to all these different strands of support that we can and do. I am very much looking forward to hearing more about what they have done over the past year shortly and to the next year of activities, camps and fun!

Bendy Ashfield

Chair

Third Royal Eltham Scout Group

Reference and Administration

The attached annual accounts for the Group show income above the level that requires external examination. The accounts have been prepared by the Group Treasurer and put before and agreed by the Executive Committee. The accounts are annexed to this report and a scrutinised copy will be lodged with the Charity Commissioner as required.

The land and buildings shown in the accounts are owned by the Group but held in trust for the Group by the Scout Association.

Structure, Governance and Management

The Group's governing documents are those of 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.

The Group is a trust established under its rules which are common to all scouts.

The Trustees are appointed in accordance with the Policy, Organisation and Rules of The Scout Association.

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 three independent representatives: Chair, Treasurer and Secretary, together with the Group Scout Leader, individual section Leaders and parent's representation and meets approximately every three months.

This Group Executive Committee exists to support the Group Scout Leader in meeting the responsibilities of the new 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.

Risk and internal control

The Group Executive Committee 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 the 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 contribute to the Scout Association's 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 Committee could raise the value of subscriptions to increase the income to the Group on an ongoing basis, either temporarily or permanently. The review of the subscriptions is undertaken on a yearly basis.

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 of the Group as a whole, then there would have to be a contraction, consolidation or closure of a section or, 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 14 years. If there was a reduction in membership in a particular section or the Group as a whole, then there would have to be a contraction, consolidation or closure of a section, or in the worst-case scenario, the complete closure of the Group.

The Group has in place systems of internal control that are designed to provide reasonable assurance against material mismanagement or loss. These include two signatories for all payments.

Objectives and activities

The objectives of the Group are as a unit of the Scout Association. The aim of the Scout Association is to promote the development of young people in achieving their full physical, intellectual, social and spiritual potentials as individuals, as responsible citizens and as members of their local, national and international communities. The method of achieving the Aim of the Association is by providing an enjoyable and attractive scheme of progressive training, based on the Scout Promise.

The Group Sections meeting on a regular basis not less than once per week during school term time. In addition, they participate in events run and controlled by the Scout District and Scout County. 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.

Achievements and performance

The Group Scout Leader acknowledges the time and commitment of the Section Leaders together with the contribution of the Group Executive Committee. Whilst these people commit many hours per year to the Group, it does not go unnoticed the myriad of parents that assist on section events, however small that contribution. Without all those small contributions the Group would not function to the present level of success that it enjoys.

General Data Protection Guidelines – GDPR

We do process data provided in the course of running the Group and carrying out activities. We keep personal data in relation to each family and their child in order to provide a contact database: to collect and manage payments; and to be aware of the medical history and conditions to enable us to keep children safe whilst on activities. As part of the safeguarding requirements of the Scout Association we also collect Criminal Records data for adults involved in activities.

Arrowhead Explorers

For ease of management due to their affiliation to The Third Royal Eltham Scout Group, Arrowhead Explorers are included in our accounts but are governed by the District's procedures and are registered with a different charity number to the Group.

Arrowhead are an asset to the Group and provide an essential role of support as young leaders to the Group, with many of its current members having progressed from the Group's Scout section – and indeed, through the Group from Beavers and Cubs. An achievement we are very proud of.

Financial Review

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 Executive Committee considers that the Group should hold a sum equivalent to 12 months running costs, reduced pro rata by the fact that lower income is caused by a number of factors, and if that is due to reduced members, this will result in lower running costs.

Financial Review

The Group Executive has reviewed the reserve policy this year and it was agreed to hold a figure at or about the cost of running the building and insurance for a year without the benefit of members or income. The Group Executive's reserving policy has therefore been calculated on the basis of nil members and the building not being utilised, the reserve is therefore circa £4,000. It is recognised that this figure does not allow for any urgent capital expenditure but it is considered that the risk of nil members and a large urgent capital expenditure is highly unlikely.

Restricted Reserves

In addition to the general reserve restricted funds are held for each section where monies have been paid for activities that have not yet taken place at the financial year end.

Investment Policy

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.

Declaration

The Trustees declare that they have approved the Trustee Report above.

Signed on behalf of the Charity Trustees:

Signature:

Name:

Position:

Date:

ACCOUNTS

INCOME AND EXPENDITURE ACCOUNT SUMMARY FOR THE YEAR END 31ST MARCH 2025

Total Funds 2024 ('£)	Balances	General Funds 2025 ('£)	Restricted Funds 2025 ('£)	Total Funds 2025 ('£)
67,769	Total receipts for the year (see page 2)	105,804	0	105,804
50,514	Total payments for the year (see page 3)	72,896	0	72,896
17,255	Net receipts/payments for the year	32,908	0	32,908
9,185	Cash, bank and similar funds brought forward	19,837	3,173	23,010
23,010	Cash, bank and similar funds carried forward	51,918	4,000	55,918
REPRESENTED BY				
23,010	Monetary assets (see page 4)	51,918	4,000	55,918
23,010		51,918	4,000	55,918

INCOME FOR THE YEAR ENDED 31ST MARCH 2025

	General Funds 2025 ('£)	Restricted Funds 2025 ('£)	Total Funds 2025 ('£)
MEMBERSHIP			
Group sections	20,497		20,497
Arrowhead	7,212		7,212
	27,709		27,709
GROUP PREMISES			
Use of headquarters by third parties	2,645		2,645
Use of minivan	80		80
	2,725		2,725
ACTIVITIES			
Squirrels	340		340
Beavers	359		359
Cubs	323		323
Scouts	1,360		1,360
Arrowhead	840		840
	3,222		3,222
CAMPS			
Squirrels	65		65
Beavers	455		455
Cubs	2,924		2,924
Scouts	5,908		5,908
Arrowhead	43,554		43,554
	52,906		52,906
FAMILY EVENTS			
Fireworks	2,707		2,707
Family camp	1,856		1,856
	4,562		4,562
FUNDRAISING			
Group fundraising	10,060		10,060
Gift Aid	4,561		4,561
	14,621		14,621
OTHER INCOME			
Admin, equipment etc.	59		59
	59		59
TOTAL INCOME	105,804	0	105,804

EXPENDITURE FOR THE YEAR ENDED 31ST MARCH 2025

	General Funds 2025 ('£)	Restricted Funds 2025 ('£)	Total Funds 2025 ('£)
MEMBERSHIP			
Group sections	8,770		8,770
Arrowhead	3,036		3,036
	11,805		11,805
GROUP PREMISES			
Cleaning	3,620		3,620
Venue maintenance	5,999		5,999
Minibus	1,615		1,615
Insurance	2,481		2,481
Utilities and broadband	2,734		2,734
	16,450		16,450
ACTIVITIES			
Squirrels	839		839
Beavers	501		501
Cubs	542		542
Scouts	2,114		2,114
Arrowhead	1,169		1,169
	5,165		5,165
CAMPS			
Squirrels	4		4
Beavers	189		189
Cubs	2,360		2,360
Scouts	5,171		5,171
Arrowhead	24,888		24,888
	32,612		32,612
FAMILY EVENTS			
Fireworks	1,323		1,323
Family camp	2,056		2,056
	3,380		3,380
OTHER EXPENSES			
Uniforms & badges	1,135		1,135
Admin, equipment etc.	2,350		2,350
	3,485		3,485
TOTAL PAYMENTS	72,896	0	72,896

STATEMENT OF ASSETS AT 31ST MARCH 2025

Total Funds 2024 ('£)	MONETARY ASSETS	General Funds 2025 ('£)	Restricted Funds 2025 ('£)	Total Funds 2025 ('£)
23,010	Barclays current account	51,829	4,000	55,829
0	OSM expense account	89	0	89
<u>23,010</u>		<u>51,918</u>	<u>4,000</u>	<u>55,918</u>

	NON-MONETARY ASSETS (held for use by the Charity)	Value 2024	Additions 2025	Depreciation 2025	Value 2025
20,000	Land held in trust by Scout Association Trust Corp.	20,000	0	0	20,000
300,000	Buildings held in trust by Scout Association Trust Corp.	300,000	0	0	300,000
19,638	Minibus purchase in September 2020	19,638	0	1,964	17,674
26,415	Equipment furniture and fittings (insured value)	26,415			28,764
<u>366,053</u>		<u>366,053</u>			<u>366,438</u>

STATEMENT OF RESERVES HELD		General	Restricted	Total
19,837	General group reserve	51,918	0	51,918
3,173	Arrowhead reserve	0	0	0
0	Reserve policy	0	4,000	4,000
<u>23,010</u>	TOTAL RESERVES	<u>51,918</u>	<u>4,000</u>	<u>55,918</u>



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Declaration

The Trustees declare that they have approved the Trustee Report above.

Signed on behalf of the Charity Trustees:

Signature:

Name:

Position:

Date:

ACCOUNTS

INCOME AND EXPENDITURE ACCOUNT SUMMARY FOR THE YEAR END 31ST MARCH 2025

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Family camp	2,056		2,056
	<u>3,380</u>		<u>3,380</u>
OTHER EXPENSES			
Uniforms & badges	1,135		1,135
Admin, equipment etc.	2,350		2,350
	<u>3,485</u>		<u>3,485</u>
TOTAL PAYMENTS	<u>72,896</u>	<u>0</u>	<u>72,896</u>

STATEMENT OF ASSETS AT 31ST MARCH 2025

Total Funds 2024 ('£)	MONETARY ASSETS	General Funds 2025 ('£)	Restricted Funds 2025 ('£)	Total Funds 2025 ('£)
23,010	Barclays current account	51,829	4,000	55,829
0	OSM expense account	89	0	89
<u>23,010</u>		<u>51,918</u>	<u>4,000</u>	<u>55,918</u>

	NON-MONETARY ASSETS (held for use by the Charity)	Value 2024	Additions 2025	Depreciation 2025	Value 2025
20,000	Land held in trust by Scout Association Trust Corp.	20,000	0	0	20,000
300,000	Buildings held in trust by Scout Association Trust Corp.	300,000	0	0	300,000
19,638	Minibus purchase in September 2020	19,638	0	1,964	17,674
26,415	Equipment furniture and fittings (insured value)	26,415			28,764
<u>366,053</u>		<u>366,053</u>			<u>366,438</u>

STATEMENT OF RESERVES HELD		General	Restricted	Total
19,837	General group reserve	51,918	0	51,918
3,173	Arrowhead reserve	0	0	0
0	Reserve policy	0	4,000	4,000
<u>23,010</u>	TOTAL RESERVES	<u>51,918</u>	<u>4,000</u>	<u>55,918</u>

Scrutineer's Report to the Trustees of the
Third Royal Eltham Scout Group

I report on the accounts of the group for the year ended 31st March 2025

Respective responsibilities of Trustees and Scrutineer

As the Group's trustees you are responsible for the preparation of the accounts; you consider that the independent examination of them is required under the Charities Act 2011. It is my responsibility to scrutinise the accounts and report to you.

Basis of Scrutineer's Statement

In accordance with the directions given in the group's constitution, I have scrutinised the records and the accounts set out before me.

Scrutineer's Statement

In my opinion the accounts are in accordance with the records produced to me and comply with the regulations and constitution.

Name: Mr John Sweeney



Address:

Date : 13th June 2025