

1st BERNWOOD FOREST SCOUT GROUP

REPORT & ACCOUNTS for the year ending 31 March 2025

TRUSTEES

Group Chair

Member Secretary

Treasurer

Group Scout Leader

Leader Representative

M Dann

R O'Connor

Catherine Kemp

M Summerhayes

E Gray

Co-opted members

R Smith

BANKERS

Lloyds Bank

Butler Place Branch

Thame

Oxfordshire

CHARITY REGISTRATION NUMBER

288739

CONTACT NAME & ADDRESS

Trustee annual report for the year ended 31 March 2025

1. Group Scout Leader's Report

1st Bernwood Forest Scout Group has continued to thrive as a group, maintaining both membership of young people as well as the continued support of our adult volunteers.

As a group we expanded and enhanced our programme to help develop skills for life for our young scouting family with the launch of the first Squirrel Drey, called Magpies, in the Chiltern Vale district.

Our Beavers, Cubs and Scouts sections continue to run thanks to our volunteer leadership team of **23 leaders (2024-25)** across Squirrels, Beavers, Cubs and Scouts that work tirelessly, week-in, week-out, leading and guiding our activities. Without them, scouting would not be possible.

Our annual census return for 2025 (taken every January), showed that our overall number of young people taking advantage of regular scouting was **110**, similar to the previous year of 116.

Squirrels (age 4 to 6): We launched our Squirrel drey, called Magpies and had 11 young people join, which is a great start. We have 18 young people on the waiting list to join.

Beavers (age 6 to age 8): Our two beaver colonies, Kestrel and Osprey, continued to thrive with 25 young people. The waiting list for Beavers has dropped with 8 Beaver age children.

Cubs (age 8 to age 10.5): Our two Cub Packs, Eagles and Hawks, maintained their numbers at 36. The waiting list for cubs was 26.

Scouts (age 10.5 to 14.5): As is widely recognised, there is a natural drop off as children reach their teen years; the Scout Packs are the last section, young people become part of which means on average, approximately 80% of children move on from Cubs into Scouts. This is something we see regularly see in 1st Bernwood. Scout numbers for this year was 38 scouts, with 10 on the waiting list.

We continued to work actively recruiting new adult volunteers with regular social media updates, a family experience day and also regular reach outs.

As a group, we continue to run a balanced programme across all sections as well as WoW events (Snowzone & Climb Quest) as well as camps - Cubs Summer Camp, Cubs Winter Camp, Scouts Camp and Beaver sleep overs. In addition, we competed in the county Endurance 10 event for Cubs and the national Monopoly Run even in London for Scouts and Guides.

OSM & GoCardless: Finally, we moved our collection of subscriptions (called subs) from the legacy, manual approach managed by the treasurer, to leveraging the capabilities of Online Scout Manager (OSM), and GoCardless. This was to:- simplify the subs collection process, automate the reminders that are sent to parents, capture those that are exempt (leader children & hardship cases) and enable future automation of Gift Aid – which we have not collected this year. As part of the process of setting up the new processes, an exercise was undertaken to go back through all prior subscriptions (from Spring 2022 through to Summer 2024); contact all the outstanding payees (over 300 emails sent out) and request payment. As a result over £3,510 was collected, a great result.

As we move forward, this automated process, whilst costing a small percentage of the subscriptions fee (£1.27 of the £65 subs fee); will significantly reduce the workload of the exec, as well as reduce the level of bad debt provision and prevent the same historical issue from occurring again.

2. Group Chair's Report

Overall the group is busy and continues to thrive. The key leadership and trustee roles within the group continue to be filled by capable and committed individuals providing a sense of stability within the organisation.

We have seen consistent numbers of young people within the group despite ongoing challenges in recruiting adult leaders and helpers and the demand for children's places across all age groups continues to outstrip availability.

3. Group Treasurer's Report

This year has been financially stable for the group, with careful management of income and expenditure ensuring we remain in a sound financial position. Our accounts have been prepared in line with the guidance issued by The Scout Association and reflect all income and expenditure during the period.

At year end, the Group held total funds of £51,400.74 compared with £47,631.33 at the end of the previous financial year.

3.1 Income

Total income for the year was £31,263.99 derived from the following main sources:

- Membership subscriptions
- Camps and activities income
- Bank interest

Subscription income remains our primary source of regular funding and continues to cover essential running costs. Our camps and activities efforts this year were exceptional and I would like to thank all our leaders, parents and young people that contributed.

3.2 Expenditure

Total expenditure for the year was £27,494.58. Key areas of spending included:

- Capitation fees
- Insurance and utilities
- Activities and camps
- Sundries
- Equipment

The largest single outgoing remains capitation.

3.3 Surplus

The Group recorded a surplus of £3,769.41 for the year. This surplus strengthens our reserves and places the Group in a secure financial position moving into the next financial year.

3.4 Reserves

At year end, unrestricted reserves stood at £51,400.74. The Trustees continues to maintain reserves in line with our agreed policy to ensure:

- Continuity of scouting activities
- Ability to replace essential equipment
- Protection against unexpected costs

3.5 Financial Controls

The Group continues to operate appropriate financial controls, including:

- Independent Examination of the accounts
- Clear segregation of restricted and unrestricted funds
- Dual signatories on payments

3.6 Looking ahead

In the coming year, we anticipate:

- Equipment purchases – upgrade of the tents
- Hall improvements
- Continued focus on maintaining accessible subscription levels while ensuring sustainability.

Acknowledgements

I would like to thank the Trustees and all the volunteers for their continued support and responsible stewardship of Group funds. Special thanks also go to our parents and supporters for their ongoing contributions.

Summary:

The Group remains financially sound and well positioned to continue delivering high-quality scouting experiences for our young people.

The Trustees are responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of 1st Bernwood Forest Scout Group and to enable them to ensure that the financial statements meet the requirements of the Scout Association and Charity Commission.

The Trustees are also responsible for safeguarding the assets of the 1st Bernwood Forest Scout Group and hence for taking reasonable steps to prevention and detection of fraud and other irregularities.

1st Bernwood Forest Scout Group is a Charity established under which rules that are common to and are part of The Scout Association.

The Accounts have been drawn up on the Receipts and Payments basis and prepared in accordance with the Statement of recommended Practice – Accounting and Reporting by Charities

4. Summary of Accounts and Trustee Approval – Year ending 31 March 2025

Receipts & Payments Summary for the year ended 31 March 2025

	This year £	Previous year £
Total receipts for the year	23,745.99	14,704.38
Total payments for the year	<u>19,976.58</u>	<u>14,167.53</u>
	3,769.41	536.85
Cash, bank, and similar funds brought forward	47,631.33	47,094.48
Cash, bank, and similar funds carried forward	<u>51,400.74</u>	<u>47,631.33</u>

Approved by the Trustees on 20TH FEB '26 and signed on their behalf by

Nolan Smith-Cox

Group Scout Leader

MD

Chairman

C/ker

Treasurer

1ST BERNWOOD FOREST SCOUT GROUP

Receipts for the year ended 31st March 2025

	Unrestricted funds	
	This year	Previous year
	£	£
MEMBERSHIP SUBSCRIPTIONS	18,843.23	12,157.50
Prompt payment levy refund	52.50	51.00
Less paid to District/County	(7,518.00)	(6,547.50)
	<u>11,377.73</u>	<u>5,661.00</u>
 INVESTMENT INCOME RECEIVED		
Bank Interest	969.26	951.38
	<u>969.26</u>	<u>951.38</u>
 ACTIVITIES		
Cubs Summer Camp - Aug 24	2,400.00	1,640.00
Dinton Cubs Climb Quest - Nov 23		435.00
Eagles June 23 summer camp		708.00
Eagles June 24 summer camp	956.00	
LC Cubs Christmas Camp 23		1,330.00
Cubs Christmas Camp 24	820.00	
Scouts camp Sept 23	(80.00)	3,118.00
Scouts camp June 25 Yowlbury	1,350.00	
Scouts Camp Sept 24 Longridge	4,785.00	
Snowzone 24	40.00	160.00
Snowzone 25	110.00	
Monopoly run 24	21.00	357.00
Monopoly run 25	528.00	
Endurance 10 24	9.00	63.00
Endurance 10 2025	109.00	
Beavers sleepover 23		173.00
Beavers Mini camp 2024	156.00	
Beavers Sleepover 24	35.00	
	<u>11,239.00</u>	<u>7,984.00</u>
 OTHER INCOME		
Gift Aid recovered on subscriptions		-
Hire of HQ	80.00	108.00
Scout PL training	80.00	-
	<u>160.00</u>	<u>108.00</u>
 TOTAL RECEIPTS FOR THE YEAR	<u><u>23,745.99</u></u>	<u><u>14,704.38</u></u>

1ST BERNWOOD FOREST SCOUT GROUP

Payments for the year ended 31st March 2025

	Unrestricted funds	
	This year £	Previous year £
PREMISES & INSURANCE		
Repairs and maintenance	74.07	372.88
Insurance	521.30	523.66
Utilities	2,621.51	2,472.53
Cleaning	337.50	-
Gardening	1,120.00	1,410.00
	<u>4,674.38</u>	<u>4,779.07</u>
ACTIVITIES		
Dinton Cubs Summer Camp - Aug 24	3,146.86	180.00
LC Cubs Christmas Camp - Nov 23		427.69
Cubs Christmas Camp 24	975.02	
Eagles kayaking (for badge)	80.00	
Eagles June 24 summer camp	658.40	284.00
Eagles June 23 summer camp		746.60
Scout camp - Sept 23		2,654.83
Scout camp - Sept 24	4,322.20	
Scout camp June 25 - Youlbury	464.00	
Scouts WOW Nov 23		166.00
Monopoly run 24		395.40
Monopoly run 25	364.00	
Snowzone 24		279.71
Snowzone 25	197.56	
Beavers sleepover 2023		113.31
Beavers sleepover 2024	21.82	
Beavers mini camp 24	100.00	
Endurance 10 24	70.00	72.00
Endurance 10 2025	102.00	
Climbquest - Cubs & Beavers WOW	425.00	
	<u>10,926.86</u>	<u>5,319.54</u>
ADMIN/ESTABLISHMENT EXPENSES		
Squirrels expenses	229.36	
Beaver Colony expenses)	280.90	
Cub Pack expenses)	302.11	1,222.67
Scout Troop expenses)	529.29	
Purchase of Uniforms	56.99	57.00
Purchase of badges & scarves	1,207.00	1,722.81
Subscriptions		-
	<u>2,605.65</u>	<u>3,002.48</u>
PURCHASE OF EQUIPMENT		
Equipment purchased	769.71	272.10
	<u>769.71</u>	<u>272.10</u>
SUNDRY PAYMENTS		
Christmas Meal & leader drinks	490.87	380.38
Website & OSM costs	303.67	180.00
Miscellaneous group expenses	205.44	233.96
	<u>999.98</u>	<u>794.34</u>
TOTAL PAYMENTS FOR THE YEAR	<u>19,976.58</u>	<u>14,167.53</u>

1ST BERNWOOD FOREST SCOUT GROUP

Statement of Assets and Liabilities as at 31st March 2025

		Unrestricted funds	
		This year	Previous year
		£	£
MONETARY ASSETS			
Cash, Bank and similar funds			
Unrestricted Funds:			
Lloyds Bank Account	Main	1,255.53	2,408.83
	Subs	30,145.21	25,222.50
COIF Reserves		10,000.00	10,000.00
COIF Reserves Two		10,000.00	10,000.00
Designated Funds			
None		<u>51,400.74</u>	<u>47,631.33</u>
OTHER MONETARY ASSETS			
None		None	None
NON MONETARY ASSETS			
Camping Equipment		4,362.58	4,362.58
Prepayment - Cubs June 24 summer camp deposit		-	284.00
Prepayment - Cubs August 24 summer camp deposit		-	180.00
Prepayment - Scouts June 25 camp deposit		464.00	-
Other debtor - Amounts owed for camps and activities		-	124.00
LIABILITIES			
Deferred Income - Scouts June 25 camp		1,350.00	-
Deferred Income - Cubs August 24 summer camp		-	1,640.00
Creditor - Reimbursement of Christmas 23 camp fees		-	120.00
Creditor - Reimbursement of overpayment of Scout Sept 23 camp fees (paid Jan 25)		-	80.00
Deferred Income - 25 summer camp			

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1ST BERNWOOD FOREST SCOUT GROUP

Statement of Assets and Liabilities as at 31st March 2025

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COIF Reserves Two		10,000.00	10,000.00
Designated Funds			
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OTHER MONETARY ASSETS			
None		None	None
NON MONETARY ASSETS			
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Prepayment - Cubs June 24 summer camp deposit		-	284.00
Prepayment - Cubs August 24 summer camp deposit		-	180.00
Prepayment - Scouts June 25 camp deposit		464.00	-
Other debtor - Amounts owed for camps and activities		-	124.00
LIABILITIES			
Deferred Income - Scouts June 25 camp		1,350.00	-
Deferred Income - Cubs August 24 summer camp		-	1,640.00
Creditor - Reimbursement of Christmas 23 camp fees		-	120.00
Creditor - Reimbursement of overpayment of Scout Sept 23 camp fees (paid Jan 25)		-	80.00
Deferred Income - 25 summer camp		-	-

Independent Examiner's report to the Executive Committee of the 1st Bernwood Forest Scout Group

I report to the trustees on the accounts of the 1st Bernwood Forest Scout Group for the year ended 31 March 2025.

Responsibilities and basis of report

As the charity trustees of the 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 Scout Group'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 giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the 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 respect in order to enable a proper understanding of the accounts to be reached.

Signed:



Name:

Suzanne Rose

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

Address: 15 Chesterfield Close, Stone, Bucks. HP17 8PY.

Date: 4 March 2026