

# Trustees' Annual Report

For the period

From (start date) 

0	1	0	9	2	4
---	---	---	---	---	---

 to end date 

3	1	0	8	2	5
---	---	---	---	---	---

## Section A

### Reference and administration details

Charity name

St Josephs Scout Group

Other names the charity is known by

Registered charity number (if any)

0	2	9	4	4	8	4
---	---	---	---	---	---	---

Charity's principal address

217 Turnpike Drive

Luton

Beds

Postcode

L

U

3

3

R

D

Names of the charity trustees who manage the charity

	Trustee Name	Office (if any)	Dates acted if not for whole year
1	Andrew Cole	Chairman	
2	Craig Jeffers	Trustee	
3	Keelan Parnell	Group Lead Volunteer	
4	Rachelle Dalgarno	Treasurer	
5			
6			
7			
8			
9			
10			
11			
12			
13			
14			
15			
16			
17			

## Section A

### Reference and administration details

There were no advisors to the Group during the period

## Description of the charity's trusts

Type of governing document

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

The Group is a Trust established under its rules which are common to all Scouts.

Trustee selection methods

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

Additional governance issues

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 Committee consists of 1 independent representative, the Chairman, the Treasurer together with the Group Lead Volunteer, the individual Sections Leader and meets every 2 months.

This Group Trustee Board exists to support the GroupLead Volunteer in meeting the responsibilities of the 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 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 property and equipment.

The Group would request the use of buildings, property and equipment from neighbouring organisations such as the church, community centre and 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 membership 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 Committee 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 were 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 Group.

Reduction or loss of members.

The Group provides activities for all young people aged 4 to 14. 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 a Group.

The Group has in place systems of internal controls that are designed to provide reasonable assurance against material mismanagement or loss, which includes having 2 signatories for all payments and 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 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 and Law and guided by adult leadership.

Summary of the main activities in relation to these objects

To meet the charity's objectives, the group provided a diverse "Skills for Life" programme across all four sections, including the successful integration of the Squirrels section following its launch in September 2023. The year featured a strong emphasis on outdoor adventure, with the Scouts attending camps at Boyd and Thriftwood, the Beavers completing a residential at Wymondley Woods, and the Cubs visiting Bodes Activity Centre. Our young people also made a significant social impact through community initiatives such as collecting for the Luton Foodbank, raising £50 via a "Grow your own Basil" project, and performing carols for residents at Lewsey Court. Beyond these activities, the programme included youth-shaped badge work in first aid, cooking, and water activities at Luton Hoo, while the Trustee Board ensured a safe environment by overseeing a full roof replacement and the installation of energy-efficient LED lighting at the Scout hut

**Section D****Achievements and performance**

Summary of the main achievements of the charity during the year

During the reporting period, the group achieved significant success in youth awards, with four Scouts earning their Chief Scout Gold Award and several others, including our newest Squirrels, nearing their respective top awards. Our outdoor programme was a major highlight, featuring a successful summer camp at Thriftwood for Scouts, a residential at Wymondley Woods for Beavers, and a cub camp at Boyes Activity Centre. The group also demonstrated a strong commitment to the local community by performing carols for residents at Lewsey Court, participating in the Remembrance service, and raising funds for charity through initiatives like the "Grow your own Basil" project and Luton Foodbank collections. From an infrastructure perspective, we reached a major milestone by completing a full roof replacement and installing energy-efficient LED lighting and soundproofing in the Scout hut. These achievements were underpinned by a solid financial performance, including raising over £1,200 from a raffle, £833 through a volunteer half-marathon, and securing £3,484 in grants to ensure the group's long-term sustainability



Brief statement of the charity's policy on reserves

### Reserves Policy

The Group's policy is to maintain sufficient financial resources to ensure the continuity of scouting activities should regular income or fundraising fall short. The Group Trustee Board has determined that the ideal reserve level should be equivalent to 12 months of net running costs (after membership fees) plus an additional £10,000 specifically designated for emergency building repairs. Following the successful completion of the major roof replacement project this year, the target reserve level is approximately £25,000. At the end of the financial year, the group held reserves of approximately £31,000, which exceeds our target and provides a secure foundation for future growth and equipment renewals. The board will continue to monitor these levels to ensure maximum value is obtained from our banking arrangements while maintaining a low-risk investment strategy

Further financial review details

### Investment Policy

Given that the group's income and expenditure levels are relatively modest, the Trustees have maintained a low-risk strategy regarding the investment of funds. The policy is to hold all resources in cash using mainstream bank accounts—specifically the group's current and savings accounts—or The Scout Association's Short Term Investment Service. This approach ensures that funds remain liquid and readily available for operational costs, emergency repairs, and planned capital projects, such as the recently completed roof replacement. The Group Trustees continue to monitor bank balances and interest rates regularly to ensure the group achieves the best possible value and security for its financial assets.

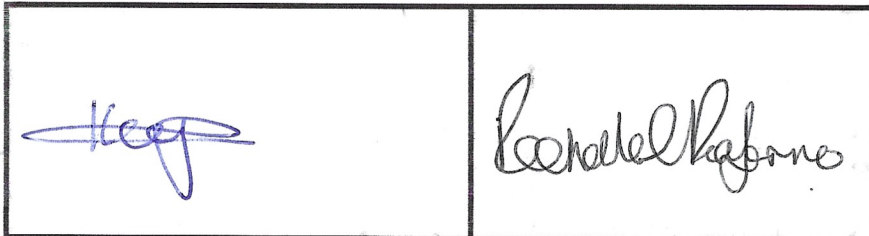
## Section F

## 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)

Keelan Pannell

Rachelle Dalgarno

Position (eg Secretary, Chairman)

Group Lead Volunteer

Treasurer

Date

0 6 0 3 2 6

# St Joseph's Scout Group (Charity no. 294484)

## Receipts and Payments Account

Year start date

Year end date

For the year from	01/09/2024	To	31/08/2025
-------------------	------------	----	------------

### Receipts and payments

	September 2024 to August 2025				2023/24
	Unrestricted funds £	Designated funds	Restricted funds (1) £	Restricted funds (2) £	Total funds £
<b>Receipts</b>					
<b>Donations, legacies and similar income</b>					
Membership subscriptions	10,529	0	0	0	10,529
Donations	3,020	0	0	0	3,020
Legacies	0	0	0	0	0
Gift Aid	870	0	0	0	870
Other similar income	0	0	0	0	0
<b>Sub total</b>	<b>14,419</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>14,419</b>
<b>Activities</b>					
Activities	4,290	0	0	0	4,290
Camps	3,619	0	0	0	3,619
Other	0	0	0	0	0
<b>Sub total</b>	<b>8,928</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>8,928</b>
<b>Grants</b>					
Maintenance grant	0	0	0	0	0
Other grants	0	0	3,484	0	3,484
<b>Sub total</b>	<b>0</b>	<b>0</b>	<b>3,484</b>	<b>0</b>	<b>3,484</b>
<b>Fundraising events (gross)</b>					
Group T shirts	966	0	0	0	966
Bag packing	0	0	0	0	0
Raffle	1,959	0	0	0	1,959
Car Boot Sales	0	0	0	0	0
Easy Fundraising	30	0	0	0	30
Other fundraising activities	100	0	0	0	100
<b>Sub total</b>	<b>3,055</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>3,055</b>
<b>Scout hut income</b>					
Hire of building	0	0	0	0	0
Hire of equipment	0	0	0	0	0
Other Scout hut income	0	0	0	0	0
<b>Sub total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Investment income</b>					
Bank interest	32	0	0	0	32
Building Society interest	953	0	0	0	953
The Scout Association Short Term Investment Service	0	0	0	0	0
Other investment income	0	0	0	0	0
<b>Sub total</b>	<b>985</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>985</b>
<b>Total Gross Income</b>	<b>27,388</b>	<b>0</b>	<b>3,484</b>	<b>0</b>	<b>30,872</b>
<b>Asset and investment sales, etc.</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total receipts</b>	<b>27,388</b>	<b>0</b>	<b>3,484</b>	<b>0</b>	<b>30,872</b>



# **St Joseph's Scout Group (Charity no. 294484)** **Receipts and Payments Account**

	Year start date		Year end date
For the year from	01/09/2024	To	31/08/2025

## **Receipts and payments**

	September 2024 to August 2025				2023/24	
	Unrestricted funds £	Designated funds	Restricted funds £	Endowment funds £	Total funds £	Total funds £
<b>Payments</b>						
<b>Charitable Payments</b>						
Membership subscriptions paid on (National/County/Area/District)	4,128	0	0	0	4,128	3,810
Youth programme and activities	4,353	0	0	0	4,353	2,944
Camp expenses	3,530	0	0	0	3,530	2,279
Adult support and training	100	0	0	0	100	0
Rent	0	0	0	0	0	0
Rates	0	0	0	0	0	0
Water and Sewerage	345	0	0	0	345	305
Electricity and Gas	1,425	0	0	0	1,425	580
Credit card charges	642	0	0	0	642	462
Insurance	2,297	0	0	0	2,297	906
Repairs and Renewals	4,189	0	0	0	4,189	186
Materials and equipment	298	0	0	0	298	18
Printing and photocopying	1	0	0	0	1	0
Minibus costs	389	0	0	0	389	1,227
Uniforms	175	0	0	0	175	0
Badges	0	0	0	0	0	0
AGM and trustee expenses	70	0	0	0	70	0
Donations	0	0	0	0	0	0
Administrative expenses	38	0	0	0	38	68
<b>Sub total</b>	21,980	0	0	0	21,980	12,784
<b>Fundraising expenses</b>						
T Shirts	678	0	0	0	678	245
Bag packing	0	0	0	0	0	0
Raffle	0	0	0	0	0	69
Other fundraising costs	70	0	0	0	70	10
<b>Sub total</b>	748	0	0	0	748	324
<b>Total Gross Expenditure</b>	22,728	0	0	0	22,728	13,108
<b>Asset and investment</b>	1,274	0	3,227	46,800	51,301	2,911
<b>Total payments</b>	24,002	0	3,227	46,800	74,029	16,019
<b>Net of receipts/(payments)</b>	3,386	0	257	(46,800)	(43,157)	50,200
<b>Transfers between funds</b>	(6,807)	0	7	6,800	0	0
<b>Cash funds last year end</b>	26,179	0	920	40,000	67,099	16,899
<b>Cash funds this year end</b>	22,758	0	1,184	0	23,942	67,099

# **St Joseph's Scout Group (Charity no. 294484)** **Receipts and Payments Account**

Year start date

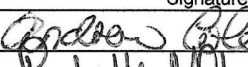
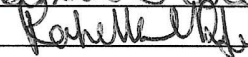
Year end date

For the year from	01/09/2024	To	31/08/2025
-------------------	------------	----	------------

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

		31st August 2025				31st Aug 2024
	Unrestricted funds £	Designated funds	Restricted funds (1) £	Restricted funds (2) £	Total funds £	Total funds £
<b>Cash funds</b>						
Bank - current account	606	0	0	0	606	734
Bank - camp account	658	0	0	0	658	941
Bank - deposit account	0	0	0	0	0	0
Building society account	21,494	0	1,184	0	22,678	65,425
Cash/Floats	0	0	0	0	0	0
<b>Total cash funds</b>	22,758	0	1,184	0	23,942	67,099
<b>Other monetary assets</b>						
Tax claim	0	0	0	0	0	0
Debts due to the Group	0	0	0	0	0	0
Insurance claim	0	0	0	0	0	0
<b>Sub total</b>	0	0	0	0	0	0
<b>Investment assets</b>						
Investment property - detail	0	0	0	0	0	0
Quoted investments	0	0	0	0	0	0
Other investments - detail	0	0	0	0	0	0
<b>Sub total</b>	0	0	0	0	0	0
<b>Non monetary assets for</b>						
Badge stock	0	0	0	0	0	0
Shop stock	0	0	0	0	0	0
Other stock	0	0	0	0	0	0
Land and buildings	0	0	0	0	0	0
Motor vehicles	0	0	0	0	0	0
Scouting equipment, furniture etc	0	0	0	0	0	0
Other	0	0	0	0	0	0
<b>Sub total</b>	0	0	0	0	0	0
<b>Liabilities</b>						
Accounts not yet paid	0	0	0	0	0	0
Expenses incurred but not invoiced	0	0	0	0	0	0
Subscriptions not yet paid	0	0	0	0	0	0
Loan - detail	0	0	0	0	0	0
Other liabilities	0	0	0	0	0	0
<b>Sub total</b>	0	0	0	0	0	0
<b>Total net assets</b>	22,758	0	1,184	0	23,942	16,899

The above receipts and payments account and statement of assets and liabilities were approved by the Trustees on 25 February 2025 and signed on their behalf by

Signature		Print Name	
		Andrew Cole	Chairman
		Rachelle Dalgano	Treasurer



## Independent Examiner's Report to the Trustees of the St Joseph's Scout Council

I report on the accounts of the Group for the year ended 31<sup>st</sup> August 2025, which comprise the Statement of Financial Activities, the Balance Sheet and related notes.

This report is made solely to the trustees in accordance with Sections 145 of the Charities Act 2011. My work has been undertaken so that I might state to the charity's trustees those matters I am required to state to them in an Independent Examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the charity and the charity's trustees for my examination work.

### Respective responsibilities of Trustees and Examiner

The Group's trustees are responsible for the preparation of the accounts. They consider that an audit is not required for this year (under Section 144 of the Charities Act 2011 (the Charities Act)) and that an independent examination is needed.

It is my responsibility to:

- Examine the accounts (under Section 145 of the Charities Act);
- To follow the procedures laid down in the General Directions given by the Charity Commissioners (under Section 145 (5) (b) of the Charities Act); and
- To state whether particular matters have come to my attention.

### Basis of Independent Examiner's report

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the Group and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and, consequently, no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

### Independent Examiner's statement

In connection with 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. the accounting records were not kept in respect of St Joseph's Scout Council as required by section 130 of the Act; or
2. 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.



Name: .....David Sutherst.....

Qualification: .....ACMA.....

Address: .....11 Saxon Crescent.....

.....Barton-le-Clay....Beds.....MK45 4LY.....

Date: .....4 February 2026.....