

## 5<sup>th</sup> Colchester Air Scout Group

### Trustees Annual Report

For the period 1<sup>st</sup> April 2024 – 31<sup>st</sup> March 2025

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#### Reference and administration details

*Charity Name -*

5<sup>th</sup> Colchester Air Scout Group

*Registered Charity Number -*

296867

*Charity's principal address –*

Queen Elizabeth Way  
Colchester  
Essex  
CO2 8LT

*Trustees who manage this group –*

Louise Kingston  
Steve Birkin  
Daniel Worskitt  
Val Worskitt

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#### Structure, Governance and Management

*Type of Governing Document –*

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.

*How the Charity is constituted –*

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

*Trustee selection method –*

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 Trustee Committee, the members of which are the Charity Trustees of the Scout Group. 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 one independent representative, the Treasurer, together with the Chairperson, Group Lead Volunteer and Scout Leader/Hall Coordinator, meeting periodically throughout the year. The Trustee Committee exists to support the Group Lead Volunteer in meeting 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

*Risk and internal control -*

The Group has in place systems of internal controls that are designed to provide reasonable assurance against material mismanagement or loss. These include two signatories for all payments and a comprehensive insurance policy to ensure that insurable risks are covered.

### Objectives and activities

*Summary of the objectives of the charity set out in its governing document –*

The objectives of the group are as a unit of the Scout Association.

The aims of The Scout Association is to promote the development of young people in achieving their full physical, intellectual, social and spiritual potential, as individuals, as responsible citizens and as members of their local, national and international community. 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.

*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.

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### Financial Review

*Reserve's 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.

*Investment policy -*

The Group does not have sufficient funds to invest in longer term investments. The Group has therefore adopted a risk adverse 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 trustees report above.

Signed on behalf of the Group Trustees:



V J Worskitt  
Trustee/Treasurer

Date: 18/12/25



S Birkin  
Chairperson

Date: 18/12/25

**5th Colchester Air Scout Group**  
**Receipts and Payments Account**  
**Year 1<sup>st</sup> April 2024 - 31st March 2025**

	Notes	Unrestricted	Total 2024
	1	Funds	
<b>Receipts</b>		£	£
Membership subscriptions	2	7,154.00	6,843.90
<i>(Less: Membership subscriptions paid - National/County/Area/District)</i>		3,024.00	1,950.00
Net membership subscriptions retained		4,130.00	4,893.90
Group Income	3	3,682.50	3,576.00
Donations, legacies or similar income		640.00	26.21
Grants		11,168.04	7,500.00
Hall hire		5,205.00	7,610.00
Hall - E.ON refund		1,500.00	38.00
Cash Paid In		63.30	
		22,258.84	
<b>Total Receipts</b>		<b>£26,388.84</b>	<b>£23,644.11</b>
<b>Payments</b>			
GLV Expenditure	4	4,030.95	2,991.24
Hall - General Expenses		0.00	553.61
Hall - Expenses		14,865.73	11,602.43
Utilities		2,381.62	
Youth Programme Activities		3,298.34	
Stationery and equipment		289.03	390.93
Refreshments		0.00	108.34
Sundry Expenses		35.57	1,222.02
Professional organisations		35.00	574.01
Unallocated Expenditure	5	1,250.87	
<b>Total Payments</b>		<b>£26,187.11</b>	<b>£22,508.29</b>
<b>Surplus /(Deficit) for the year</b>		<b>£201.73</b>	<b>£1,135.82</b>

**5th Colchester Air Scout Group**  
**Receipts and Payments Account**  
**Year 1<sup>st</sup> April 2024 - 31st March 2025**

**Bank Reconciliation**

Bank balance @ previous year end  
 Surplus /(Deficit) for the year  
**Bank balance @ 31/03/2025**

Unrestricted Funds	31.03.2024
£	£
22,747.86	22,747.86
201.73	
<b>£22,949.59</b>	

**Cash Reconciliation**

Cash balance @ previous year end  
 Cash In  
 (Less cash out)  
**Cash balance @ 31/03/2025**

Unrestricted Funds	31.03.2024
£	£
107.35	107.35
1,524.50	
1,512.74	
<b>£119.11</b>	

The above receipts and payments account, cash account and statement of assets and liabilities were approved by the Trustee Committee:

V J Worskitt  
 Treasurer



Date: 18/12/25

S Birkin  
 Chairperson



Date: 18/12/25

L Kingston  
 Group Lead Volunteer



Date: 18/12/25

D Worskitt  
 Scout Leader/Hall Co-ordinator



Date: 18/12/25

**5th Colchester Air Scout Group**  
**Notes to the Annual Accounts**  
**Year ended:**  
**1st April 2024 - 31st March 2025**

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<b>Note 1:</b>	Accounting Policies	The accounts are prepared on a receipt and payments basis.
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<b>Note 2:</b>	Group Membership Subscriptions	<table> <tr> <td>Explorers</td> <td>£405.00</td> </tr> <tr> <td>Scouts</td> <td>£1619.50</td> </tr> <tr> <td>Cubs</td> <td>£1720.50</td> </tr> <tr> <td>Beavers</td> <td>£1856.00</td> </tr> <tr> <td>Squirrels</td> <td>£1553.00</td> </tr> </table>	Explorers	£405.00	Scouts	£1619.50	Cubs	£1720.50	Beavers	£1856.00	Squirrels	£1553.00
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Squirrels	£1553.00											

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<b>Note 3:</b>	Group Income	Investiture/Activities/Uniforms/Badges
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<b>Note 4:</b>	GLV Expenditure	Group/Activities/Hall Basics/Uniform
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<b>Note 5:</b>	Unallocated Expenditure	Unable to split – receipts missing
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