

# Trustees' Annual Report

For the period

From (start date) 0 1 0 4 2 4 to end date 3 1 0 3 2 5

Section AReference and administration details

Charity name1st Crowthorne Scout Group

Other names the charity is known by

Registered charity number (if any)300492

HQ registration number

Charity's principal addressC/O Edgbarrow School  
Grant Road  
Crowthorne  
PostcodeR G 4 5 7 H Z

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	Nicky Higgins	Group Scout Leader / Trustee	All
2	Ariel Merzer	Group Scout Leader / Trustee	All
3	Richard Presland	Trustee	9/01/2025 to present
4	Mark Hak-Sanders	Treasurer	7/11/2024 to present
5	Bob Wilson	Trustee	All
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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
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Description of the charity's trusts

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:

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 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.

The Trustee Board consists of the Chair (currently vacant), Treasurer and 2 Trustees and typically meets every month.

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.

Section B	Structure, governance and management (continued)
	<p><b>Risk and Internal Control</b></p> <p>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:</p> <p>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. Amounts are held in reserve to renew the roof and refresh the hut.</p> <p>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.</p> <p>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.</p> <p>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.</p> <p>Reduction or loss of members. The Group provides activities for all young people aged 4 to 18. 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 the Group.</p> <p><b>Risk and Internal Control</b></p> <p>The group has in place systems of internal controls that are designed to provide reasonable assurance against material mismanagement or loss, these include 2 signatories for all payments and a comprehensive insurance policies to ensure that insurable risks are covered.</p>

Section C	Objectives and activities
Summary of the objects of the charity set out in its governing document	<p><b>The Purpose of Scouting</b> Scouting exists to actively engage and support young people in their personal development, empowering them to make a positive contribution to society.</p> <p><b>The Values of Scouting</b> As Scouts we are guided by these values:  <b>Integrity</b> - We act with integrity; we are honest, trustworthy and loyal.  <b>Respect</b> - We have self-respect and respect for others.  <b>Care</b> - We support others and take care of the world in which we live.  <b>Belief</b> - We explore our faiths, beliefs and attitudes.  <b>Co-operation</b> - We make a positive difference; we co-operate with others and make friends.</p> <p><b>The Scout Method</b> 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	<p>Weekly meetings for each section with a variety of activities Events such as family camp, laser tag, overnight camps, canoeing, kayaking, orienteering, cycling. Further details are provided in the enclosed AGM report.</p> <p>The group also supports civic activities such as Remembrance Sunday, carnivals, Christmas fairs, St George's day.</p>
Additional details of the objectives and activities (optional information but encouraged as best practice)	
<p>You <b>may choose</b> to include further statements, where relevant, about:</p> <ul style="list-style-type: none"> <li>• policy on grantmaking;</li> <li>• contribution made by volunteers;</li> <li>• policy on investments.</li> </ul>	<p>The group invests surplus funds in a zero-risk highly liquid savings account, primarily holding funds earmarked for a replacement roof, hut refresh and and equipment replacement.</p>
Public benefit statement	<p>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.</p>

Section D	Achievements and performance
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Summary of the main achievements of the charity during the year

Our achievements are summarised in the enclosed AGM report.

Section E	Financial Review
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Brief statement of the charity's policy on reserves

#### 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. Reserves are also held for the long-term maintenance of the hut, including a roof replacement, refresh and equipment renewals.

The Group held reserves of approximately £62k against this at year end, the majority of which will be required for the replacement roof.

Quantify and explain any designations

Details of any funds materially in deficit (circumstances plus steps to eliminate)

Further financial review details (optional information)

You **may choose** to include additional information, where relevant, about:

- the charity's principal sources of funds (including any fundraising);

#### Investment Policy

The Group's Income and Expenditure is very 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.

- how expenditure has supported the key objectives of the charity;

The Group Trustee Board regularly monitors the levels of bank balances and the interest rates received to ensure the group obtains maximum value and income from its banking arrangements. Occasionally this may involve using an account that requires a period of notice before funds may be withdrawn, before doing so the Group Trustee Board considers the cash flow requirements.

- investment policy and objectives;

Section F	Other Optional Information
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Plans for future periods (details of any significant activities planned to achieve them)

In addition, a recruitment campaign is planned to fill vacancies amongst the Trustees board and the groups's section leaders.

Section G	Declaration
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The trustees declare that they have approved the trustees' report above

Signed on behalf of the charity's trustees

Signature(s)	<i>Nicky Higgins</i>	<i>Mark Hak-Sanders</i>
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Full name(s)	Nicky Higgins	Mark Hak-Sanders
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Position (eg Secretary, Chair)	Trustee, Group Scout Leader	Trustee, Treasurer
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**Agenda**  
**1<sup>st</sup> Crowthorne Annual General Meeting**

**Sunday 28th September 2025**  
**530pm – 630pm**  
**The Hut, Edgbarrow Secondary school**

1.	Introduction and welcome	Chair
2.	Apologies for absence	Chair
3.	To approve the minutes of the Annual General Meeting held on 29th September 2024	Chair
4.	Trustees report	Chair
5.	To receive and consider annual report from the group trustee board including annual statement of accounts.	Mark Hak-Sanders
6.	The Group Lead Volunteer (GLV) review	Ariel Merzer / Nicky Higgins
7.	To approve nomination of group chair	GLV
8.	Election of offices on the trustee board	Chair
9.	To appoint the independent examiner	Chair/Treasurer
10.	Comments from district commissioner or their representatives	Phill Wood
11.	Close	Chair



Previous minutes  
AGM 2024 - 2025





Minutes from the 1<sup>st</sup> Crowthorne Annual General Meeting

Sunday 29th September 2024

4pm – 630pm

The Hut, Edgbarrow Secondary school

12.	<b><u>Introduction and welcome</u></b> Phil Hart welcome everyone to the meeting
13.	<b><u>Apologies for absence</u></b> Rob Allen, Alex Farrell, Graham Elliott
14.	<b><u>To approve the minutes of the Annual General Meeting held on 17th September 2023</u></b> The minutes were approved
15.	<b><u>Chairman's report</u></b> Lease is ready for signing The work on the french drain has been completed using funds provided from a successful application to the Shanly Foundation. Special thanks to J and D for putting a film together to support the application Family Camp 2024 was another success
16.	<b><u>To receive and consider annual report from the group trustee board including annual statement of accounts.</u></b> Phill Wood advised the accounts need to be provided in order to be signed off, these will be provided in due course for sign off  <u>Income:</u> NH confirmed the group was in a healthy finance situation, Late Night shopping is the biggest fundraiser, and we will be running that again in 2024; to note 6 <sup>th</sup> December  <u>Expenditure:</u> Toilets were refurbished, and we were able to provide an accessible toilet  <u>Looking forward:</u> 24/25 we will be looking to replace some equipment The roof needs replacing for which we have funds ring-fenced A cage for gas storage will be purchased
17.	<b><u>The Group Scout Leader's review</u></b> Ariel Merzer explained that himself, Louise and Nicky are the Group Scout Leadership Team moving in line with the transformation project the Scout movement is going through.

	<p>In the last year there has been a focus on a number of points including safeguarding, Facebook membership on our private group and updating information for members in OSM.</p> <p>Phill Wood provided training for leaders on OSM.</p> <p>We have collaborated with other groups for activities, including the Gang Show and District Activities.</p> <p>The carnival was a great success, huge thanks to Marie-Anne for her amazing work designing and putting together the float. Pete &amp; Celeste Morruzzi, Matt &amp; Jackie Sims and Andy Fletcher for running the BBQ at the rec.</p> <p>1<sup>st</sup> Crowthorne won the Gun Run for the second time.</p> <p>Ariel thanked all the leaders for giving up their time for our young people.</p> <p>There has been some fluctuation in membership which is stabilising now, and we are working towards having 48 members per section.</p> <p>Nicky shared that we currently have 118 young people and really need volunteers. The family tree enclosed in the agenda pack shows where there are currently spaces for volunteers, there are other non-children facing roles available if people could just add even a small amount of time – many hands make light work.</p> <p>For the future we would like to give the hut a refresh, look at storage in the meeting room and create a calm space within the office.</p> <p>Ariel gave special thanks to Aly who manages all the badges, Pauline who manages the waiting list and all the parents who support on an ad-hoc basis.</p> <p>Ariel thanked Phil Hart for his service over 37 years being involved with 1<sup>st</sup> Crowthorne. His hallmark has been his ability to keep everyone on the same path, huge thanks also to his wife Elaine for her dedication and support.</p>
18.	<p><b><u>To approve nomination of group chair</u></b></p> <p>Phil Hart explained that we had not received any applications for the role of Chair. The role, along with several others, will be advertised in the wider local community.</p>
19.	<p><b><u>Election of offices on the trustee board</u></b></p> <p>It was confirmed that Graham Elliott, the Treasurer has now stepped down and Alex Farrell will be stepping down at the end of the financial year.</p> <p>There needs to be a minimum of 5 trustees to run our Scout group, and we currently have 2.</p> <p>Phil Wood explained the role of Trustees to the attendees, with the requirements of online training and the commitment to meetings</p>
20.	<p><b><u>To appoint the independent examiner</u></b></p> <p>Ariel will follow up with Alex and Graham regarding appointing an independent examiner</p>
21.	<p><b><u>Presentations</u></b></p>

	<p>The Group applauded those young people who had achieved either their Bronze, Silver or Gold Chief Scout Award.</p> <p>Shilpi Walker explained that the recent activities she had run 'Platforms for Change' and the St. John's Ambulance training could be shared across all sections.</p> <p>The Group shared upcoming dates for diaries and confirmed 16 cubs had attended the Cubs Activity Day on 28<sup>th</sup> September. There are lots of activities coming up; over the past year we have joined more District run activities which has allowed us to offer a wider range of activities for our young people</p>
22.	<p><b><u>Comments from district commissioner or their representatives</u></b></p> <p>Phill Wood advised that 1<sup>st</sup> Crowthorne is the large group in the District on the uniform side and we are outstanding with the activities we provide for our young people.</p> <p>He confirmed there has been lots of challenges as we work through the Scouts transformation, but our dedication has not gone un-noticed.</p> <p>Phill Wood advised that Darren Latimer, Cubs - Wolves Assistant leader has completed his Wood Badge.</p> <p>Keith Goodall explained his role as District Chair and explained that it is nothing to do with children apart from overseeing safeguarding, leaders training. He explained that Phil Hart had done lots of things in role as District, for example looking after the district minibus.</p>
23.	<p><b><u>Close</u></b></p> <p>Phil Hart thanked everyone for coming and closed the meeting</p>



## Trustees' Report

### The Trustees

# 1st Crowthorne Scout Group Trustee's Report

## July 2025



Items of note this year:

### Chairman

Following the departure of our previous Chairman, Phil Hart from our Trustee Board, we are yet to find a replacement. Trustee meetings have continued regularly with attention given to all areas, despite the absence of a Chair.

### Lease renewal

A lot of work has been done on the lease this calendar year and we are currently awaiting more information from our solicitors to move forward. We expect to sign the lease imminently, having resolved outstanding queries identified by the solicitors and trustees.

### Leadership

Ariel, Louise and Nicky have continued to support the Group throughout the last Scouting year and navigating change during that time.

### Family Camp

Family Camp was another success in 2024 with just over 100 attendees, our members and their siblings took part in activities as the 3G swing, laser tag, Tomahawks and pioneering.

We introduced a new activity in 2024 which was badge designing, attendees were invited to design our own 1<sup>st</sup> Crowthorne badge, with the winner's design being made into a badge to be handed out to attendees at the 2025 camp.

With a view to keeping the cost manageable for our families we are introducing more leader led activities which do not incur a cost from PACCAR.

Our campfire was supported by Sharon Sharma, a Scout team member from 9<sup>th</sup> Bracknell and we would like to extend our thanks to Sharon for her support.

Our traditional events took place as in previous years including Horseshoe Lake took place in July 2024, we also took part in more District events, like the Cubs Chess competition, at which we had a winner. JOTI / JOTA had some attendees as well and we will be encouraging more members to take part in the coming year. There are details of other events in our Section reports.

The Trustees would like to extend a huge thank you to all the incredible leaders, helpers and parents for their continued efforts in keeping the Group in such good shape but for it to continue we do need more support and have a plan in place for recruiting new supporters. Last year we were very excited to be approached by Richard Presland who has been a huge support on the Trustee Board as well as supporting on the Hut Support Group along with Mark Hak-Sanders who joined as Treasurer working closely with Alex Farrell. Together they have ensured that the group's finances are effectively managed and appropriately governed.

The Trustees 15/09/25



# Treasurers Report

Mark Hak-Sanders

Alex Farrell

## Outgoings

During 2024/25, the group incurred £28k of expenditure – coincidentally unchanged in total from the previous year. The group spent less on venue maintenance (largely because 2023/24 included expenditure on providing new toilets). By contrast, more was spent on camping equipment and the provision of events.

	2024/25	2023/24	Change
<b>Expense</b>			
Activity Equipment	£222	£543	‑£321
Admin	£387	£200	£187
Badges	£1,067	£1,722	‑£655
Bank Fees	£1,249	£1,203	£46
Camping Equipment	£2,104	£569	£1,534
Events	£5,150	£4,296	£854
Events - Beavers	£1,708	£847	£860
Events - Cubs	£1,150	£1,756	‑£606
Events - Scouts	£2,806	£2,569	£237
Fundraising Costs	£2,006	£1,121	£886
Insurance	£1,642	£1,708	‑£65
Meetings	£326	£280	£46
Meetings - Beavers	£159	£25	£134
Meetings - Cubs	£41	£0	£41
Meetings - Scouts	£630	£119	£511
Membership Costs	£0	£0	£0
Utilities	£1,140	£1,066	£74
Venue Maintenance	£6,146	£9,914	‑£3,768
	<b>£27,933</b>	<b>£27,937</b>	‑£4

## Income

The group generated £40k of income during 2024/25 – an increase of £15k on previous years. The increase mainly related to gift aid of £7k where the claim has been processed every other year. There was also an increase in donations, fundraising and event income. Event income was largely matched by increased event costs and replacement camping equipment.

Subscription income remained largely stable at c.£10k.

	2024/25	2023/24	Change
<b>Income</b>			
Bank Interest	£475	£363	£112
Donation	£4,034	£1,713	£2,321
Events	£5,190	£5,861	-£671
Events - Beavers	£728	£815	-£87
Events - Cubs	£2,176	£1,940	£237
Events - Scouts	£5,880	£2,758	£3,123
Fundraising	£3,539	£1,870	£1,669
Gift Aid	£7,275	£0	£7,275
Membership Fees	£10,170	£9,551	£619
Rent	£250	£360	-£110
Uniform Purchases	£260	£8	£252
	<b>£39,977</b>	<b>£25,253</b>	<b>£14,724</b>

## Overall

£40k of income and £28k expenditure led to a total increase in group funds of £12k, increasing bank balances from £50k to £62k. The group's financial position is robust, giving it assurance over providing scouting activities in a safe and welcoming environment into the future.

To that end, a significant proportion of the group's funds will be used to replace the hut roof, once the lease is finalised. Once this crucial investment is complete, it will be clear how much the group has in reserve. Future spending plans include refreshing the hut, providing new tents for camping events and providing a quiet space in the hut for children needing a break from noisy hut activities – particularly those children who can feel overwhelmed by or overloaded due to sensory differences.

The group has held its subs level at £16 for 2025/26 academic year, unchanged from 2024/25. It has also begun to draft a financial hardship policy which will aim to ensure that financial difficulties are not a barrier for members taking part in the group's activities.

The group is in the process of having its accounts audited and lodged with the Charities Commission.





## Group Scout Leaders Report

Louise Furzer

Nicky Higgins

Ariel Merzer



## Group Lead Volunteers Report

The team consisting of Louise Furzer, Nicky Higgins and Ariel Merzer have been running 1<sup>st</sup> Crowthorne Scout Group again this year.

We have worked extremely hard to ensure that all the basics of running a safe Scout Group have been put in place.

The following have taken place or have continued in the last year:

- The private Facebook page is reviewed regularly to ensure it only contain current members
- Families have been asked to ensure their children's information is up to date in OSM
- All adults were provided with safeguarding information at the Family camp
- There have been meetings to support with training and support for our dedicated leaders, and we ran a First Aid session providing our own hut as a venue.
- More activities with District Scout groups, giving wider opportunities for our members collaborate with other local scout groups
- We represented 1st & 2nd Crowthorne at the 2024 carnival with an amazing float and we had a stall on the Morgan Rec selling hot food. (special thanks to Marie-Ann, Pete & Celeste Morruzzi, Andy Fletcher for their support)
- Christmas Late night shopping was a resounding success again

We have to say a huge thank you to our Leaders, who regularly give up an inordinate amount of their personal time to ensure that our members have opportunities to build their life skills which set them in good stead as they grow up.

### Membership

We have seen a reduced number of young people in our Scouts section; this does sometimes occur in this age group due to members moving to secondary school but of course we have lots of cubs about to enter our Scouts sections. We have a healthy waiting list, and children are being added before the age of Beavers which allows us to plan our intake.

During the year, our group has seen a consistent number of members across all our sections

### Achievements

Our programmes have been incredibly successful, evidenced by the record number of top awards that we have awarded to our members this year. The hard work and commitment of our Scouts and Leaders with parents supporting with completing tasks at home has certainly paid off

**Chief Scout Bronze – 6**

**Chief Scout Silver – 4**

**Chief Scout Gold - 1**



## Events

Our leaders ran a full programme of activities and events for the members. More information on this is provided in the section reports, but to give a sense of the scale of the Group's activities in 2024/25:

- The leaders ran around 240 sessions across Beavers, Cubs and Scouts
- Over 20 separate events were held, including overnight camps, narrow boating, waterborne activities at Horseshoe Lake and, of course, Family Camp.
- Members attended around 5 events each, on average, and each event was attended by an average of 28 members. In total this adds up to 585 places across the 20+ events.
- Some events are run for individual sections, whilst others, like Horseshoe Lake, which included over 100 attendee's welcome members from across the Group.

Each event relies on the hard work and time of the leaders and the leadership team. They are intended to provide a diverse and rich variety of opportunities for the members.

## ***You know the saying – it takes a village?***

Well, it takes our village, Crowthorne, to run this Scout Group, the Group has been running since 1909, we currently have **118 young people enrolled** with room for more, but we desperately need adults to help support the Group to ensure it continues to run. The more the merrier and it means that if everyone does a little then roles can be shared, as we have demonstrated with the Group Scout Leaders role being shared between 3 people.

You don't have to come every week. Maybe it's not a child facing activity that interests you (it's not for everyone) are you good at admin, maybe Facebook, accounts, social media?

The Scout Association has moved towards [Team based roles](#) which is great for people who don't have lots of time to give but still want to help. 1<sup>st</sup> Crowthorne was one of the early adopters of this exciting new approach.

## Looking Forward

We have mentioned previously that our hut needs a facelift, this will help to lift everyone's spirits when they enter and sets a welcome atmosphere when members attend their sessions., we are looking to apply for funding for discrete projects such as refreshing the meeting room and the main hall once the lease has been signed and arrangements made for the replacement of the roof.

You will see from the family tree on the next page there are a number of teams that need support, we also need support on our Trustee Board, if you are even slightly interested, please do email [gsl@1stcrowthorne.co.uk](mailto:gsl@1stcrowthorne.co.uk) to have a chat about opportunities

## Special Thanks

As always, we want to extend our gratitude to Alyson Tracey for her invaluable assistance in managing our badge inventory and facilitating the awards



Moreover, a big thank you to all our Leaders for their tireless commitment and dedication over the past year. The Leaders are supported in turn by our Young Leaders who give amazing support and further the connection with our members. Everyone's efforts are what make our programmes so successful.

I'd also like to acknowledge the contributions of the parents who support their children's sessions on a regular basis and generously offer their time and support - be it through participating in camps or social activities, supporting the parent rota.

As we move ahead, let's continue to support each other and strive for even greater heights.

Warm regards.

**GROUP LEADERSHIP TEAM**  
 Ariel Merzer, Louise Furzer, Nicky Higgins  
**TRUSTEE BOARD**  
 Members: TBC – Chair, Ariel Merzer, Claire Jones, Alex Farrell, Nicky Higgins, Mark Hak-Sanders

**WEEKLY GROUPS**

Monday night Scouts - Leopards	Tuesday night Scouts – Hawks	Wednesday night Cubs - Wolves	Thursday night Beavers – Orcas	Thursday night Cubs -Eagles	Friday night Beavers – Dolphins
↳ Chris Colloff	↳ Ariel Merzer	↳ Robin Jarvis	↳ Shilpi Walker	↳ Tom Page	↳ Lou Nolder
↳ Marie-Anne Allen	↳ Andy Fletcher	↳ Richard Joyce	↳ Louise Furzer	↳ Kyle Rhodes	↳ Vacancy
↳ Andy Allen	↳ Eran Amir	↳ Darren Latimer	↳ Claire McLennan	↳ Ian Allen	↳ Vacancy
↳ Vacancy	↳ Rob Allen	↳ Vacancy	↳ Young Leader		
↳ Young Leader	↳ Vacancy	↳ Vacancy	↳ Young Leader		
			↳ Young Leader		

For AGM 2025