

Trustees' Annual Report

For the period

From (start date)

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to end date

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Section A

Reference and administration details

Charity name

1st Chesham Bois Scout Group

Other names the charity is known by

Registered charity number (if any)

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Charity's principal address

Pioneer Hall

Bois lane, Chesham Bois

Bucks

Postcode

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Names of the charity trustees who manage the charity

	Trustee Name	Office (if any)	Dates acted if not for whole year
1	Mr Jeremy Ensor	Chairman	01.04.23 to 31.03.24
2	Miss Nicola Deane	Treasurer	01.04.23 to 31.03.24
3	Mr Donald Campbell-Brown	Group Scout Leader	01.04.23 to 31.03.24
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Section A

Reference and administration details (continued)

Names and addresses of advisers (optional information but encouraged as best practice)

Type of advisor	Name	Address

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.

(e.g. trust deed, constitution)

How the charity is constituted

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

(e.g. trust, association, company)

Trustee selection methods

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

(e.g. appointed by, elected by)

Additional governance issues (optional information but encouraged as best practice)

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

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.

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 3 independent representatives, Chair, Treasurer and Secretary together with the Group Scout Leaders, individual section leaders and parent's representation and meets every 2 months.

This Group Executive Committee exists to support the Group Scout Leader 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 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 is the lessee of the Pioneer Hall. 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 contributes 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.

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.

Reduction or loss of members. The Group provides activities for all young people aged 6 to 18. 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. In the worst case scenario the complete closure of the Group.

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.

Section C	Objectives and activities
Summary of the objects of the charity set out in its governing document	<p>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.</p>
Summary of the main activities in relation to these objects	<p>The six sections of the group have continued to provide a variety of activities for their members in line with Scouting objectives and a</p>

balanced programme. The Beavers have completed challenge badges on the themes of the promise and the outdoors. The Cubs have participated in short outdoor and indoor camps, completing chef and navigator badges. The Scouts have also participated in District competitions.

Additional details of the objectives and activities (optional information but encouraged as best practice)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- contribution made by volunteers.

Volunteer effort is fundamental to the running of the Group as it relies on unpaid Leaders and Committee members for all activities. The level of support over the last year has continued to be very good, enabling a rich and varied programme of events to be planned.

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

The charity provided a safe and secure environment in which approximately 135 young people were able to benefit from a wide range of varied and challenging activities, helping them to develop and fulfill their potential as responsible citizens of the world. From an Executive committee perspective, a healthy range of fund raising events were run and considerable further progress was made on hall refurbishment

Section E

Financial Review

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. The Group Executive Committee considers that the group should hold a sum equivalent to 6 months running costs, circa £10,000.

The Group now holds reserves of approximately £7,000 at year end. This is below the reserve level due to expenditure on the new central heating, flooring and in the current year the purchase of a new mini bus.

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

Investment Policy

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

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 or The Scout Association's Short Term Investment Service.

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

The Group Executive 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 Executive considers the cash flow requirements.

• investment policy and objectives

Section F

Other Optional Information

Plans for future periods (details of any significant activities planned to achieve them)



Section G

Declaration

The trustees declare that they have approved the trustees' report above

Signed on behalf of the charity's trustees

Signature(s)

	
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Full name(s)

JEREMY PETER CAMERON ENSOR	NICOLA GENEVIEVE DEANE
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Position (eg Secretary, Chair)

CHAIRMAN	TREASURER
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Date

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Independent Examiner's Report to the Trustees of 1st Chesham Bois Scout Group

I report to the trustees on my examination of the accounts of 1st Chesham Bois Scout Group ('the charity') for the year ended 31 March 2024 which comprise the summary of receipts and payments and the statement of assets and liabilities.

This report is made solely to the charity's trustees, as a body, in accordance with section 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 this 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 as a body, for my work, for this report, or for the opinions I have formed.

Respective responsibilities of Trustees and Independent Examiner

As the trustees of the charity 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 charity's accounts carried out under section 145 of the 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 charity 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 report in order to enable a proper understanding of the accounts to be reached.


.....
Keir Singleton

Date... 17/1/25

22 Wycombe End,
BEACONSFIELD,
Buckinghamshire,
HP9 1NB

1st Chesham Bois Scout Group

Receipts and Payments Account

Year start date

Year end date

For the year from	1 April 2023	To	31 March 2024
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Receipts and payments

	2023/24	2022/23
	Unrestricted funds	Unrestricted funds
	£	£
Receipts		
Donations, legacies and similar income		
Membership subscriptions	15,263	13,794
Less: Membership subscriptions paid on (National/County/Area/District)	(8,000)	(7,869)
Net membership subscriptions retained	7,263	5,925
Donations	800	939
Activities group and sections	10,098	15,476
Gift Aid	2,009	6,296
Sundry receipts	0	218
Sub total	20,170	28,854
Grants		
Maintenance grant	0	0
Other grants	13,000	
Sub total	13,000	0
Fundraising (gross)		
Detail 1	1,559	2,135
Detail 2	0	0
Detail 3	0	0
Other fundraising activities	0	0
Sub total	1,559	2,135
Investment income		
Bank interest		
Building Society interest		
The Scout Association Short Term Investment Service	130	10
Property Rent income	4,403	4,862
Other investment income	0	0
Sub total	4,533	4,872
Total Gross Income	39,262	35,861
Asset and investment sales, etc.	450	0
Total receipts	39,712	35,861

1st Chesham Bois Scout Group

Receipts and Payments Account

Year end date

Year start date

For the year from	1 April 2023	To	31 March 2024
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Receipts and payments

	2023/24 Unrestricted funds £	2022/23 Unrestricted funds £
Payments		
Charitable Payments		
Youth programme and activities	0	0
Adult support and training	0	0
Rent	553	211
Water and Sewerage	134	253
Electricity and Gas	8,929	6,695
Insurance	2,381	1,196
Repairs and Renewals	1,497	19,820
Materials and equipment	1,784	1,838
Printing and photocopying	0	0
Contribution to camp costs	0	0
Uniforms	1,539	867
AGM and trustee expenses		
Sundry costs	5,089	2,495
Bank & Other Fees	0	430
Activities	13,367	18,905
Donations	0	500
Sub total	35,273	53,210
Fundraising expenses		
Detail 1	615	904
Detail 2	0	0
Detail 3	0	0
Other fundraising costs	0	0
Sub total	615	904
Total Gross Expenditure	35,888	54,114
Asset and investment purchases, etc.	20,118	0
Total payments	56,006	54,114
Net of receipts/(payments)	(16,294)	(18,253)
Cash funds last year end	17,731	35,984
Cash funds this year end	1,437	17,731


1st Chesham Bois Scout Group

Statement of assets and liabilities at the end of the year

	2023/24 Unrestricted funds £	2022/23 Unrestricted funds £
Cash funds		
Bank current account	7,437	18,496
Bank deposit account		
Building society account		
The Scout Association Short Term Investment Service	0	5,235
Cash/Floats	0	0
Total cash funds	7,437	23,731
Other monetary assets		
Tax claim	0	0
Debts due from the County/Area/District/Group	0	0
Insurance claim	0	0
Sub total	0	0
Investment assets		
Investment property - detail	0	0
Quoted investments	0	0
Other investments - detail	0	0
Sub total	0	0
Non monetary assets for charity's own use		
Badge stock	0	0
Shop stock	0	0
Other stock	0	0
Land and buildings	0	0
Motor vehicles	20,118	5,580
Accumulated depreciation on Motor vehicles		(5,580)
Scouting equipment, furniture etc	17,568	17,568
Accumulated depreciation on scouting equipment, furniture etc	(17,568)	(17,568)
Uniform shop debtors -amount due	0	0
Sub total	20,118	0
Liabilities		
Accounts not yet paid-Uniform shop	0	0
Expenses incurred but not invoiced	0	0
Subscriptions not yet paid	0	0
Loan - detail	(6,000)	(6,000)
Other liabilities	0	0
Sub total	(6,000)	(6,000)

Signed on behalf of the trustees on ...16/01/2025.....

Signature



Print Name

DONALD CAMPBELL-BROWN

NICOLA DEANE