

Trustees' Annual Report

For the period

From (start date)

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 to end date

0	5	0	4	2	5
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Section A	Reference and administration details
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Charity name	<table border="1"><tr><td colspan="10">3rd Marlow Bridge Scout Group</td></tr></table>	3rd Marlow Bridge Scout Group																																									
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Other names the charity is known by	<table border="1"><tr><td colspan="10"></td></tr></table>																																										
Registered charity number (if any)	<table border="1"><tr><td>3</td><td>0</td><td>0</td><td>6</td><td>8</td><td>3</td></tr></table>	3	0	0	6	8	3																																				
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HQ registration number	<table border="1"><tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr></table>																																										
Charity's principal address	<table border="1"><tr><td colspan="10">Mill Road</td></tr><tr><td colspan="10">Marlow</td></tr><tr><td colspan="10">Buckinghamshire</td></tr><tr><td colspan="5">Postcode</td><td>S</td><td>L</td><td>7</td><td></td><td>1</td><td>P</td><td>X</td></tr></table>	Mill Road										Marlow										Buckinghamshire										Postcode					S	L	7		1	P	X
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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	Ian Milburn	Chairman	
2	Ian Dodds	Group Lead Volunteer	
3	Natasha Hargreaves	Treasurer	
4	Robert Raynor	Trustee	
5	Simon Wetenhall	Trustee	
6	Alison Grottrup	Trustee	
7	Noah Grottrup	Trustee	
8	Nicholas Baker	Trustee	
9	Andrew Buick	Trustee	
10			
11			
12			
13			
14			
15			

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

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:

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 Trustee Board consists of the Chair, Treasurer and 7 Trustees (including 1 Ex Officio Trustees, and 6 co-opted Trustees) and meets every 3 months.

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>Risk and Internal Control</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.</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 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 the Group.</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>The Purpose of Scouting Scouting exists to actively engage and support young people in their personal development, empowering them to make a positive contribution to society.</p> <p>The Values of Scouting As Scouts we are guided by these values: Integrity - We act with integrity; we are honest, trustworthy and loyal. Respect - We have self-respect and respect for others. Care - We support others and take care of the world in which we live. Belief - We explore our faiths, beliefs and attitudes. Co-operation - We make a positive difference; we co-operate with others and make friends.</p> <p>The Scout Method 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>The Group runs seven sections - Squirrels (1), Beavers(2), Cubs(2) and Scouts(2). Squirrels, Beavers, Cubs and Scouts have been running at maximum capacity and a waiting list is in place. All sections except Squirrels undertook nights away during the year, including attending the District Camp, County Cub Camp, Scouts February Freezer and various individual section camps. A variety of activities have been enjoyed by all sections including a visit/camp to Whipsnade Zoo. Some sections have benefitted from young Leaders and the continued support of parents. Other group events include Remembrance Day Parade/Service and attending the District St George's Day Service</p>
<p>Additional details of the objectives and activities (optional information but encouraged as best practice)</p> <p>You may choose to include further statements, where relevant, about:</p> <ul style="list-style-type: none"> • policy on grantmaking; • contribution made by volunteers; • policy on investments. 	
Public benefit statement	<p>The Group meets the Charity Commission's public benefit criteria under both the advancement of education and the</p>

advancement of citizenship or community development headings.

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

The charity has continued to provide support to the running of 3rd Marlow Bridge Scout Group. It provides the record keeping and accounting required to allow the leaders, assisted by Young Leaders, to provide Scouting to all of the young people. In the past 12 months, we have started a brand new Scout Troop and Squirrels Drey which have expanded our age range and given more opportunities to the youth of Marlow and the surrounding areas

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 Trustee Board considers that the group should hold a sum equivalent to 3 months running costs, circa £5000.

Quantify and explain any designations

The Group held reserves of approximately £40000 against this at year end. This is above the level required for operating expenses. We had obtained various government grants and rates relief as a result of the pandemic and a sum of the money is earmarked for improvements to the Buildings and surrounding land over the coming 12 months.

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

There are no funds materially in deficit

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);

The Group's principal sources of funds are membership subscriptions, direct contributions to activity costs and fund raising in the Community

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

The group has invested principally in activities for the Squirrels, Beavers, Cubs and Scouts, with just over £16,000 on Camping, Badges and other activities during the year. We spent just over £5700 on equipment such as tents, tables and chairs to be able to help us carry out these activities. Maintenance and upgrades were completed to our buildings totalling just under £20,000

- investment policy and objectives;

The Group does not have sufficient funds to invest in longer term investments. The Group has therefore adopted a risk averse strategy to the investment of its funds. All funds are held in cash using only mainstream banks or building societies.

Section F

Other Optional Information

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

In 2025/2026 we plan to make further upgrades to our sewage system which has become dated as well as renovation and upgrade to our camping store room. Our Squirrels, Beavers, Cubs and Scouts will continue to participate in many activities including a County wide camp in May 2026.

Section G

Declaration

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

Signed on behalf of the charity's trustees

Signature(s)

Ian Milburn *Ian Dadds*

Full name(s)

IAN DAVID MILBURN IAN DODDS

Position (eg Secretary, Chair)

CHAIR GROUP LEAD VOLUNTEER

Date

07/11/25

3rd Marlow Bridge Scout Group
Income and Expenditure Statement 5th April 2024 - 4th April 2025

	2024-2025	2023-2024				
Income						
Camps and Events	12,092.00	7,081.00				
Donation	3,018.70	438.00				
Failed Payment Fee	-41.46	-0.11				
Gift Aid	4,605.20	3,767.82				
Insurance Payout	10,370.09	0.00				
Refund	152.73	158.69				
Rent	5,000.00	5,000.00				
Subscription Fees	17,345.00	16,227.15				
Expense						
Correction to 23/24 accounts	0.00	-162.64	See Note 1 at bottom of page			
Activities	8,713.99	3,170.75				
Badges	1,998.90	987.39				
Camps	4,288.09	3,912.95				
Capitation	8,694.00	8,515.00				
Charity	110.00	100.00				
Cleaning	599.00	892.07				
Equipment	5,713.82	1,251.50				
First Aid	66.23	116.00				
STRIPE - pre paid expense card	0.00	200.00				
Food	1,318.66	852.07				
Food	47.95	0.00				
Fund Raising Costs	98.30	0.00				
GoCardless Fees	1,184.08	0.00				
Hut Maintenance	19,752.40	1,144.63				
Insurance	1,551.45	1,137.46				
Refund for cancelled event	413.00	0.00				
Software (OSM)	131.16	29.00				
Stationary	70.53	66.03				
Sundry	243.99	245.31				
T-Shirt	579.25	522.45				
Uniform	2,551.49	2,001.55				
Utilities	2,618.26	1,746.55				
Account balances						
Expense Account	1,826.76	162.15				
Lloyds Bank	15,035.43	16,208.33				
Lloyds Bank - Savings	40,000.00	40,000.00				
Capitation Deference	0.00	8,694.00	See Note 2 at bottom of page			
Summary						
Account balance brought forward	65,064.48	59,120.00				
Total income	52,542.26	32,672.55				
Total expenditure	60,744.55	26,728.07				
Net income	-8,202.29	5,944.48				
Account balance carried forward	56,862.19	65,064.48				

Note 1: This adjustment is because the expense account was incorrectly reported as a £200 expense in the original 23/24 accounts. This correction is for the original transfer to the expense account minus some transactions not correctly listed as expenses as a result

Note 2: The 2024/2025 capitation was accidentally paid in the 2023/2024 tax year. This amount was not to be included in the 2023/2024 accounts and so was deferred to 2024/2025 and shows as an expense item accordingly for this year

Independent examiner's report to the trustees of 3rd Marlow Bridge Scout Group

I report to the trustees on my examination of the accounts of the 3rd Marlow Bridge Scout Group for the year ended 5th April 2025.

Responsibilities and basis of report

As the charity trustees of the 3rd Marlow Bridge 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 3rd Marlow Bridge Scout Group 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 3rd Marlow Bridge 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 report in order to enable a proper understanding of the accounts to be reached.

Signed: 

Name: MATTHEW HOUSE

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

Address: 37 ARNDALE BECK, DIDCOT, OXON, OX11 7SU

Date: 07/11/2025