

Trustees Annual Report

For the year
01/04/2024 to 31/3/2025

Section A Reference and administration details

Charity name: 1st Bourne End Scout Group

Registered charity number: 300703

Charity's principal address: Bourne End Scout Hut
Furlong Road
Bourne End
Buckinghamshire
SL8 5AE

Names of charity trustees who manage the charity:

	Trustee name	Office held (if any)	Dates acted (if not for whole year)
1	Samantha Samuel	Group Scout Leader	
2	John Samuel	Chairman	
3		Secretary	
4	Jenny Benning	Membership secretary	
5	Scott Lloyd	Treasurer	
6	Rachel Robinson	Group Administrator	
7	Martin Pidgley	Maintenance	Resigned : 14/07/2025
8	Leah Bolton		Started : 17/09/2025
9			
10			
11			
12			

Section B 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 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 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.

The Committee consists of 3 independent representatives, Chair, Treasurer and Secretary together with the Group Scout Leader, parent's representation and meets 4 times a year.

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 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 comprehensive insurance policies to ensure that insurable risks are covered.

Section C Objectives and activities

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.

During the year we have five sections meeting on a weekly basis during term time: Quebec (Beavers), Jubilee and Jungle (Cubs) and Victory and Endeavour (Scouts) and Vulcan (Explorers). Yukon Beavers is due to be re-opened in January 2026.

Across all the sections, activities were chosen with discussions with the young people and organised by leaders to enable children to earn specific activity badges as well as to meet the criteria for the challenge badges. We are supported by parent volunteers.

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.

Section D Achievements and performance

The Group continues its commitment to fundraising to cover the shortfall between costs and money from subscriptions.

The Group now has over 90% of all young people moving up through the sections gaining their Chief Scout Awards, we have exciting and adventurous programmes running, and growth within the Group. Most are going on to join Explorers and achieve the higher award badges.

As a group we have around 40 adult volunteers made up of Leaders, Executive Members and Occasional Helpers

Section E Financial Review

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 £6,500 to ensure that there will be enough money to cover any emergency repairs and replacements e.g. to the heating in the Scout Hut.

The Group held reserves of £23,456 at the yearend. However, this includes the Capitation cost of £7,659 which was paid 11th April 2025.

Investment policy: 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 at a high street bank.


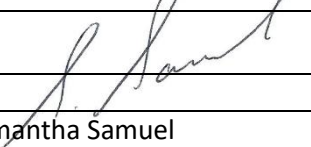
Section F Other optional information

The Group remains committed to increase adult volunteers annually, to ensure the future of the Group. Whilst also maintaining the high level of training our Leaders receive.

Section G 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)	Scott Lloyd	Samantha Samuel				
Position	Treasurer	Trustee (Group Scout Leader)				
Date	2	6	1	1	2	5



CHARITY COMMISSION
FOR ENGLAND AND WALES

Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the trustees/
members of

1st Bourne End Scout Group

On accounts for the year
ended

31st March 2025

Charity no
(if any)

300703

Set out on pages

1-6

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/03/2025.

Responsibilities and
basis of report

As the charity's trustees, 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 Trust's 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 (other than that disclosed below *) which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

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.

** Please delete the words in the brackets if they do not apply.*

Signed:

Date:

10/01/2026

Name:

David Whiting

Relevant professional
qualification(s) or body
(if any):

ICAEW Chartered Accountants

Address:

3 Walnut Grove, Wooburn Green, Bucks HP10 0AL

1st Bourne End Scout Group
Registered Charity Number 300703
Year ended 31st March 2025

Assets & Liabilities (Cash basis)

	<u>2025</u>	<u>2024</u>
	<u>£</u>	<u>£</u>
<u>Fixed Assets</u>		
Tangible Assets	3,740	3,740
Non-Current Assets	176	176
	<hr/>	<hr/>
	3,916	3,916
 <u>Cash Funds</u>		
Bank Current Account	10,459	5,419
Deposit Account	11,743	24,738
STIS Account		
Cash In Hand	1,254	
	<hr/>	<hr/>
	23,456	30,157
 <u>Net Assets</u>	<hr/>	<hr/>
	<u>27,372</u>	<u>34,073</u>
 <u>Charity Funds</u>		
Opening Balance	34,073	31,324
Surplus / Deficit	(6,701)	2,749
	<hr/>	<hr/>
Closing Balance	<u>27,372</u>	<u>34,073</u>

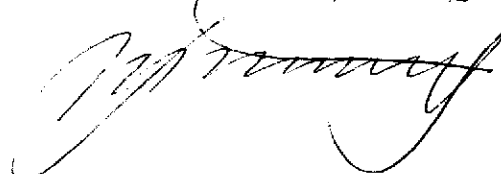
The accounts have been prepared by Samantha Samuel (GSL) & Scott Lloyd (Treasurer) for 1st Bourne End Scout Group.

The accounts have been approved by the trustees and signed on behalf of the trustees by

Signed

John Samuel

Date 15/1/26



Approved by Independent Examiner

Signed

D.W.M.

Date 10/01/2026

Name and Qualifications

David Whiting ACA
 ICAEW.

1st Bourne End Scout Group
Registered Charity Number 300703
Year ended 31st March 2025

Income and Expenditure Accounts (Cash basis)

	2025			2024		
	Unrestricted	Restricted	Totals	Unrestricted	Restricted	Totals
	Funds	Funds		Funds	Funds	
	£	£	£	£	£	£
<u>Income</u>						
Subscriptions	14,178		14,178	14,364		14,364
Gift Aid	2,644		2,644	2,961		2,961
Interest	175		175	195		195
Grants				3,465		3,465
Mini Bus Hire	665		665	300		300
Donations	2,159		2,159	787		787
Hall Hire	135		135			
Other Fundraising	6,194		6,194	6,554		6,554
Camp Fees	6,401		6,401	5,175		5,175
Holland Camp	5,260		5,260	4,820		4,820
Other income						
Clothing Sales	194		194	188		188
Total Income	38,005		38,005	38,809		38,809
<u>Expenditure</u>						
Capitation	7,383		7,383	8,580		8,580
HQ Expenses	8,003		8,003	8,879		8,879
QM Stores	820		820	4,306		4,306
Equipment Replacement	50		50	185		185
Group Expenses	1,772		1,772	2,147		2,147
Section Costs	1,809		1,809	450		450
Camps	7,565		7,565	4,707		4,707
Holland Camp	10,200		10,200			
Other Activities	585		585	509		509
Insurance	1,722		1,722	1,558		1,558
Clothing costs	296		296	210		210
Fundraising Costs	1,999		1,999	2,367		2,367
Mini Bus Expenses	2,421		2,421	1,218		1,218
Jamboree Contributions				890		890
Payment Processing Fees	81		81	54		54
	44,706		44,706	36,060		36,060
<u>Surplus / Deficit</u>	(6,701)		(6,701)	2,749		2,749

1st Bourne End Scout Group
Registered Charity Number 300703
Year ended 31st March 2025

Notes to the Accounts

Fundraising Details

	<u>Funds</u>		<u>Net</u>
	<u>Raised</u>	<u>Costs</u>	<u>Income</u>
	<u>£</u>	<u>£</u>	<u>£</u>
Bag2School	244		244
Family BBQ May 2024	581	-635	-54
Fun Night 2024	1,089	-225	864
Parkfest 2024	230	-26	204
Quiz Night 2024	1,350	-515	835
Shooting Courses	375		375
Talent Show 2024	806	-326	480
Talent Show 2025	1,282	-272	1,010
Other	237		237
	6,194	-1,999	4,195

HQ Maintenance Detail

	<u>2025</u>	<u>2024</u>
	<u>£</u>	<u>£</u>
Cleaning	824	637
Electricity	1,092	885
Oil	662	0
Rent & Rates	929	911
Scout Hut Repair & Maintenance	2,559	4,027
Security System	457	353
Telephone & Broadband	461	495
Waste Collection	989	805
Water	30	766
	8,003	8,879