

Trustees' Annual Report

For the period

From (start date)

0

1

0

4

2

3

to end date

3

1

0

3

2

4

Section A

Reference and administration details

Charity name

1st Warley Scout Group

Other names the charity is known by

n/a

Registered charity number (if any)

3

0

2

0

2

8

HQ registration number

1

0

0

1

0

2

3

1

Charity's principal address

Eagle Hall

The Drive

Brentwood, Essex

Postcode

C

M

1

3

3

B

H

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	Phil Dawson	Group Scout Leader (co)	
2	Kate Dawson	Group Scout Leader (co)	
3	Kevin Chandler	Chair	
4	Jim White	Treasurer	
5	Simon Timmins	Trustee	
6	Tom Burton	Secretary	
7			
8			
9			
10			
11			
12			

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 Scout Groups.

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

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, individual section leaders (if opted to take on the responsibility) and parent's representation and meets every 4 months.

Members of the Executive Committee complete '*Essential Information for Executive Committee*' training within the first 5 months of joining the committee.

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 would request the use of buildings, property and equipment from Brentwood Scout District (as previously happened when Eagle Hall was destroyed by fire in 2015). 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 Associations national accident insurance policy. Risk Assessments are undertaken before all activities. Insurance policies are in place to protect non-members in case of injury or accident (e.g. parent volunteers on working weekends).

Reduced income. The Group is primarily reliant upon income from subscriptions and hall hire. 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 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.

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
Summary of the objectives of the charity as 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>
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
Summary of the main achievements of the Charity during the year	<p>See attached report from the Group Scout Leader and presented in the AGM to leaders and parents</p>
Section E	Financial Review
Brief statement of the charity's policy on reserves	<p>Reserves Policy The Group's policy on reserves is to hold sufficient resources to continue the charitable activities of the group should income and hall hire fees fall short. The Group Executive Committee considers the group should hold a sum of £6,500 as emergency reserve (to be increased by £500/month in future). In addition, a monthly allowance is made in the accounts for payment of annual expenses (e.g. capitation). Any unspent grant monies received are ring fenced.</p>
Details of any funds materially in deficit (circumstances plus steps to eliminate)	<p>None</p>

Further financial review details
(optional information)

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 using only mainstream banks or building societies.

Principal Sources of Funds

The group has 2 main regular sources of income: monthly subscription fees paid by all Young People in the group and hall hire fees. The group's Headquarters is a modern building and has been built/designed to provide a key resource for the local community. The group hires out the building to local community groups, especially to groups providing an educational or health benefit, including groups who cater for various disabilities.

All funds received are invested back into the group, to provide equipment to support Scouting activities, or to maintain and improve the standard of the group's Headquarters.

Section F

Other Optional Information

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

The group executive committee regularly reviews available funding to determine what projects may be funded. A key focus for the group in the coming years will be to improve the grounds surrounding the Headquarters, to allow more outdoor activities to take place on site.

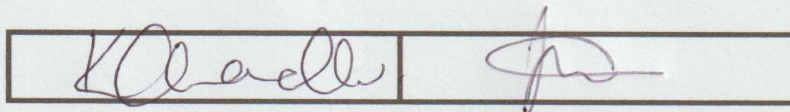
Section G

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)

Kevin Chandler Jim White

Position (eg Secretary, Chair)

Chair Treasurer

Date

03/10/24 03/10/24



CHARITY COMMISSION
FOR ENGLAND AND WALES

1st Warley Scout Group

302028

Receipts and payments accounts

CC16a

For the period
from

01/04/2023

To

31/03/2024

Section A Receipts and payments


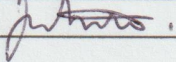
	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
A1 Receipts					
Administration (bank int, transfers in)	341	-	-	341	120
Camps	25,789	-	-	25,789	25,200
Clothing / Badges / Scarves	111	-	-	111	287
Equipment / Hall Improvement	56	-	-	56	99
General Expenses	-	-	-	-	20
Fundraising (excluding Plant Sale)	1,481	-	-	1,481	583
Fundraising (Plant Sale)	6,092	-	-	6,092	5,691
Income - Donations	905	-	-	905	2,218
Income - Gift Aid	2,242	-	-	2,242	2,658
Income - Hall Hire	46,498	-	-	46,498	14,613
Income - Membership Subscriptions	18,155	-	-	18,155	17,037
Income - Grants	-	3,000	-	3,000	4,783
Section Activities	924	-	-	924	642
Sub total (Gross income for AR)	102,595	3,000	-	105,595	73,952
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	102,595	3,000	-	105,595	73,952
A3 Payments					
Administration Costs (bank fees, etc.)	524	-	-	524	218
Camps	27,394	-	-	27,394	22,873
Clothing / Badges / Scarves	1,537	-	-	1,537	770
Equipment / Hall Improvement	33,117	3,792	-	36,908	12,795
Expenses - General	941	-	-	941	418
Expenses - Training	111	-	-	111	15
Fundraising (excluding Plant Sale)	209	-	-	209	-
Fundraising (Plant Sale)	3,121	-	-	3,121	3,211
Hall Hire Expenses	100	-	-	100	500
Membership Subscriptions Refunds	204	-	-	204	162
Running Costs - Maintenance	3,133	-	-	3,133	3,665
Running Costs - Capitation Fees	6,440	-	-	6,440	5,829
Running Costs - Cleaning	3,963	-	-	3,963	2,096
Running Costs - Insurances	1,286	-	-	1,286	430
Running Costs - Premises Costs	11,981	-	-	11,981	7,552
Section Activities	3,751	-	-	3,751	2,827
Natwest - Transferred to CAF	-	-	-	-	88
Sub total	97,811	3,792	-	101,603	63,449
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	97,811	3,792	-	101,603	63,449

Net of receipts/(payments)	4,784	- 792	-	3,993	10,503
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	23,088	792	-	23,880	13,376
Cash funds this year end	27,873	- 0	-	27,873	23,879

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Natwest Account	-	-	-
	CAF Bank	27,873	-	-
	Total cash funds	27,873	-	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets	Details			
	Scouting Equipment, Building fixtures and fittings	132,000	-	-
		-	-	-
B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
	Kevin Chandler (Chair)	3/10/24
	Jim White (Treasurer)	3/10/24



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

Charity Name

1st Warley Scout Group

On accounts for the year
ended

31st March 2024

Charity no
(if any)

302028

Set out on pages

1-2

1-2(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/03/2024

Responsibilities and
basis of report

As the charity trustees of the Trust, 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 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 which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn 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:

P. McCarthy

Date:

19/10/2024

Name:

PETER MCCARTHY

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

Address:

80 Vaughan Williams Way

Warley

Brentwood, Essex, CM14 5WT

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

