


HUTTON (ALL SAINTS) SCOUT GROUP
TRUSTEES ANNUAL REPORT & ACCOUNTS YEAR END APRIL 1, 2025

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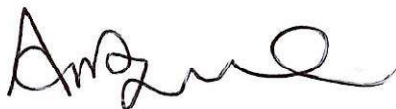
Name of Examiner: Zoe Read	Date
	25/06/2025

Address: 5 Uplands Road
Hockley
Essex
SS5 4DL

Approved by all Trustees on **May 19, 2025**

Approved at the AGM on **June 26, 2025**

Signed on their behalf by:



Amanda Mongon, Chair



Jay Shorey, Group Scout Leader



25/6

Bob Hawkins, Treasurer



**HUTTON (ALL SAINTS) SCOUT GROUP
HUTTON, BRENTWOOD, ESSEX**

REGISTERED CHARITY NO: 302029

**REPORT AND ACCOUNTS FOR THE YEAR
ENDED APRIL 1, 2025**

HUTTON (ALL SAINTS) SCOUT GROUP
TRUSTEES ANNUAL REPORT & ACCOUNTS FOR THE YEAR ENDED APRIL 1, 2025

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HUTTON (ALL SAINTS) SCOUT GROUP
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Trustees

Mrs A Mongan	Chair	Mr J Shorey	Lead Scout Volunteer
Mr R W Hawkins	Group Treasurer	Mrs K Carter	Parents Representative
Mr G Symonds	Parents Representative	Mrs F Green	Group Treasurer elect

Trustees are appointed or reappointed annually at the Annual General Meeting.

Introduction

Hutton (All Saints) Scout Group is a registered charity (number: 302029) and its principal address is Scout HQ, Wash Road, Hutton, Brentwood, Essex CM13 1DJ.

The Group aims to promote the development of young people in achieving their full physical, intellectual, social, and spiritual potential as individuals, as responsible citizens and as members of their local, national, and international communities. Formed in 1956, it has seen hundreds of young people move through it via the individual Beaver, Cub, Scout sections, and on to our affiliated Explorer Scout section.

Currently, the Group has 75 enrolled young people split between three sections, which meet regularly each week at the Scout Headquarters. Jay Shorey is the Lead Scout Volunteer and three lead volunteers, several assistant lead volunteers and helpers, support him. In addition, there is a Trustee Board numbering six people made up of charity trustees, leaders, parent representatives and other volunteers that provide administrative support and a decision-making forum for the on-going development of the Group. The Trustee Board meets at least four times a year.

The Group also has about 15 committed volunteers working within the Group on a regular basis. Many of these have been volunteers at the Group for a number of years, working with the various sections. Other volunteers work on specific projects such as the Camps.

As we move forward into another successful year for our Scout Group, I would like to take a moment to acknowledge some important changes within our leadership team.

1. Leadership Transition. In the January 2025, we saw the departure of Martin and Margaret Hamilton, who stepped down from their respective roles as Group Scout Volunteer and Chairman. Their dedication and contributions to our group have been invaluable, and we thank them for their service.

2. New Appointments. Following their departure, Jay Shorey, who previously served as the Assistant Group Scout Volunteer, has stepped up to take on the role of Lead Scout Volunteer. Additionally, Amanda Mongan has been appointed as the new Chair.

3. Treasurer Transition. Looking ahead, we also want to acknowledge Bob Hawkins, who has announced his retirement from the Treasurer role, effective July 2025. In anticipation of this transition, Fiona Green has been appointed as the new Treasurer and will officially take on her responsibilities in May 2025.

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Treasurer's Report

This is my eleventh and final year as Treasurer, having taken over in June 2014. Once again, the aim for this year has been to maintain our available funds at a sustainable level whilst providing funds to subsidise camp and other scouting activities.

The accounts for the year ending April 1, 2025 saw us with total cash at **£37,865.94**. This is an increase of £10,044.55 over the prior year figure of £27,821.39. This is mainly due to increased income from rents, parental contributions and a one-off insurance claim.

All of the income received and expenditure incurred by the charity during the last twelve months are summarised below and details are provided in the following pages.

Income (See page 11 for details)

Income for the year was **£55,278.88**, which is an increase over the preceding year of £15,278.68.

This increase is mainly due to a one-off insurance payment of £13,250 to repair fencing and a shed damaged from a tree fall. Income from renting the hall increased by £3,772 due to a planned increase in the rental rate and higher usage. Finally, this year we ran more camps and events leading to more income from parents/carers as payment towards these activities and increased subscription fees.

Expenditure (See page 12 for details)

Expenditure for the year was **£45,234.13**, which is a decrease of £4,676.44 over the prior year mainly due to a higher than usual spend last year for one-off payments on capital items including equipment for camping and canoeing (£4,325), and a container shed (£2,514).

In addition, payments for the 2024 Summer Essex Jamboree camp were split over the two financial years. This means that the expenditure for 2023/24 Summer Camp includes the 2023 Scouts Summer camp and some payments for the 2024 Jamboree. Consequently, the Summer Camp expenditure reported for 2023/24 was higher than usual explaining the lower Summer Camp spend reported for 2024/25. Finally, the first payment for repairs to the damaged fence and shed in 2025 offsets some of these decreases.

Summary

In summary, the financial position of the Group remains strong. However, although we received insurance money for the tree damage in 2024/25 it should be noted that we are only showing payment for the first phase of repairs in these accounts.

Finally, I would like to thank Zoe Read who is the Independent Examiner of the Accounts for this year.

Bob Hawkins

Group Treasurer

HUTTON (ALL SAINTS) SCOUT GROUP
TRUSTEES ANNUAL REPORT & ACCOUNTS YEAR END APRIL 1, 2025

Accounting Policies

Basis of Preparation

The financial statements have been prepared in line with guidance issued under the Statement of Recommended Practice, Accounting, and Reporting by Charities (the Charities SORP 2005) by the Charity Commission.

Reserves Policy

The trustees have reviewed the Group's needs for reserves in line with guidance issued by the Charity Commission. The stated reserves policy of the Group is as follows.

Unrestricted funds are needed:

- (a) to provide funds which can be designated to specific projects, to enable these projects to be undertaken at short notice and
- (b) to cover administrative fundraising and support costs, without which the Group could not function.

Unrestricted funds are funds which are available for use at the consideration of the trustees in the pursuit of the aims of the charity and which have not been restricted for other purposes.

Restricted funds are funds, which are to be specifically used in accordance with any conditions, imposed by donors, or have been fund-raised for an express purpose.

The trustees consider it prudent that unrestricted reserves should be sufficient:

- (a) to avoid the necessity of calling upon the parents of the members of the Group for additional further financial contributions;
- (b) to cover one year's administrative fundraising and support costs;
- (c) to provide a pool equal to 15% of the average charitable expenditure over the preceding two years, from which funds can be designated to specific projects.

When considering the reserves, the trustees take into account possible fluctuations in future income and expenditure.

As at April 1, 2025, the level of reserves was **£37,865.94.**

The Trustees do not anticipate any other additional major expenditure other than general maintenance occurring in the next financial year and therefore consider the current level of reserves set at £2,000 to be satisfactory. The level of reserves is monitored and reviewed by the trustees not less than twice a year.

HUTTON (ALL SAINTS) SCOUT GROUP
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Accounting Policies (cont'd)

Fixed Assets

Fixed assets are written off during the financial year in which they are purchased.

Income received during the year

All income received by the charity during the year is disclosed in the accounts. No amounts are included in the accounts for any services donated by the volunteers.

Expenditure incurred during the year

All expenditure incurred by the charity during the year is disclosed in the accounts and has been allocated under various descriptions relating to the activity concerned.

Payments or benefits to Trustees

No remuneration or other benefits have been paid to any trustees of the charity.

There have been no other related party transactions.

HUTTON (ALL SAINTS) SCOUT GROUP
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Independent Examiner's Report

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year (under section 43(2) of the Charities Act 1993 (the Act)) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts (under section 43 of the Act);
- follow the procedures laid down in the General Directions given by the Charity Commissioners (under section 43(7)(b) of the Act); and
- state whether particular matters have come to my attention.

Basis of independent examiner's statement

My examination was carried out in accordance with General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the accounts.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

1. which gives me reasonable cause to believe that in any material respect, the trustees have not met the requirements to ensure that:
 - proper accounting records are kept in accordance with section 41 of the 1993 Act; and
 - accounts are prepared which agree with the accounting records and comply with the accounting requirements of the Act; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

HUTTON (ALL SAINTS) SCOUT GROUP
TRUSTEES ANNUAL REPORT & ACCOUNTS YEAR END APRIL 1, 2025

I, as examiner, have checked the information and bank statements provided to me and found them to be accurate and in order.

Name of Examiner: Zoe Read	Date

Address: 5 Uplands Road
 Hockley
 Essex
 SS5 4DL

Approved by all Trustees on **May 19, 2025**

Approved at the AGM on **June 26, 2025**

Signed on their behalf by:

Amanda Mongon, Chair

Jay Shorey, Group Scout Leader

Bob Hawkins, Treasurer

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Income & Expenditure Summary as at April 1, 2025

	<u>2023/24</u>	<u>Movement</u>	<u>2024/25</u>
Total income for the year (page 12)	£ 39,989.43	15,289.25	£ 55,278.68
Total expenditure for the year (page 13)	£ 49,910.57	(4,676.44)	£ 45,234.13
Surplus / (Deficit) of income over expenditure	(9,921.14)	19,965.69	10,044.55
Accumulated fund balance brought forward	37,742.53	(9,921.14)	27,821.39
Accumulated fund balance carried forward	£ 27,821.39	10,044.55	£ 37,865.94

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Statement of Assets & Liabilities as at April 1, 2025

<u>2023/24</u>	<u>Assets</u>	<u>2024/25</u>
£ 27,821.39	Cash in hand and bank	£ 37,865.94
£ 27,821.39	Total Cash Available	£ 37,865.94
<u>2023/24</u>	<u>Liabilities</u>	<u>2024/25</u>
	<u>Accumulation Fund</u>	
£ 35,742.53	As at April 1	£ 25,821.39
(9,921.14)	Excess Income/Expenditure for the year	10,044.55
£ 25,821.39	Total Liabilities	£ 35,865.94
	<u>General Reserves</u>	
£ 2,000.00	As at April 1	£ 2,000.00
	Grand Total	
£ 27,821.39		£ 37,865.94

HUTTON (ALL SAINTS) SCOUT GROUP
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Statement of Income as at April 1, 2025

<u>Item</u>	<u>2023/24</u>			<u>2024/25</u>	
	<u>Amount</u>	<u>YTD Total</u>		<u>Amount</u>	<u>YTD Total</u>
Parents Contribution					
All Sections	£ 11,781.76			£ 14,074.69	
		£ 11,781.76			£ 14,074.69
Charity Collections	-			-	
Firework Displays	-			332.50	
		£ -			£ 332.50
Capitation	-			-	
HQ Running Costs	-			-	
		£ -			£ -
Grant / Donations	300.00				
		£ 300.00			£ -
Uniform	257.50			71.50	
Summer Camp	6,772.25			4,330.58	
Container Shed	1,396.00			-	
Fence and shed insurance claim				13,250.00	
		£ 8,425.75			£ 17,652.08
Bank Interest	488.77			454.16	
Gift Aid	-			-	
HQ Rent	18,993.15			22,765.25	
Rate Rebate					
		£ 19,481.92			£ 23,219.41
<u>TOTAL INCOME</u>		£ 39,989.43			£ 55,278.68

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Statement of Expenditure as at April 1, 2025

<u>Item</u>	<u>2023/24</u>			<u>2024/25</u>	
	<u>Amount</u>	<u>YTD Total</u>		<u>Amount</u>	<u>YTD Total</u>
All Sections	£ 9,619.01			£ 11,055.79	
		£ 9,619.01			£ 11,055.79
Fundraising	-			-	
Camp Refund	45.00			-	
		£ 45.00			£ -
Capitation	3,864.00			4,029.00	
Group	159.00			459.91	
		£ 4,023.00			£ 4,488.91
HQ Running Costs	7,600.54			7,980.32	
HQ Maintenance	158.70			135.30	
Container Shed	2,514.43				
		£ 10,273.67			£ 8,115.62
Uniform	816.57			1,397.34	
Summer Camp	11,832.48			6,038.16	
Equipment	5,994.10			1,390.16	
Fence and shed repairs				5,400.00	
		£ 18,643.15			£ 14,225.66
Insurance	2,259.34			2,452.53	
Electricity	3,663.84			3,115.93	
Communications	942.51			1,249.85	
Bank Charges	60.00			60.00	
Water	381.05			469.84	
		£ 7,306.74			£ 7,348.15
<u>TOTAL EXPENDITURE</u>		£ 49,910.57			£ 45,234.13

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Notes to the Accounts

The following notes are by way of further explanation of the information shown in the respective Income and Expenditure Statements.

Income

1. Grants and Donations

There were no grant or donations received in this accounting year.

2. Rental Income

Rental income for the year was £22,765.25 which is an increase from the previous year as shown in the following table.

Item	2023/24	2024/25
Pre-School	£ 13,091.40	£ 15,622.50
Fusion Dance	4,111.25	5,705.25
Guides	980.50	810.00
Brownies/Rainbow	630.00	467.50
Hall Hire	180.00	160.00
Total	£ 18,993.15	£ 22,765.25

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Notes to the Accounts

Expenditure

1. HQ Running Costs – Year on Year Comparison

Item	2023/24	2024/25
Cleaning	£ 5,263.87	£ 6,512.00
Waste Disposal	938.17	917.04
Fire Alarm Service	409.17	102.00
Pest Control	300.00	250.00
Rates	89.33	56.54
Grass Cutting	600.00	-
Toiletries	-	142.74
Total	£ 7,600.54	£ 7,837.58

2. HQ Maintenance – Current Year Only


Item	2024/25
Replacement hose and pipes	£ 113.06
Screwfix tape	12.79
Parts	9.45
Total	£ 135.30

3. Equipment – Current Year Only

Item	2024/25
Lawn mower	520.63
First Aid	353.91
Ear defenders	145.69
Camp Equipment	134.09
Gas valves	79.94
Other	155.90
Total	1,390.16

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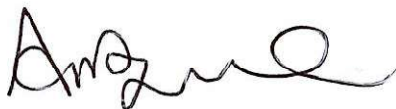
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	25/06/2025

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