

# 1ST HATFIELD PEVEREL SCOUT GROUP

England & Wales · Charity number 302065

## Details

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Other names	1ST HATFIELD PEVEREL SCOUT GROUP, HATFIELD PEVEREL SCOUT AND GUIDE HEADQUARTERS MANAGEMENT COMMITTEE, 1ST HPSG
Status	Registered
Legal form	Other
Registered	1970-08-25
Register	<a href="#">View on the Charity Commission register</a>

## Contact

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Address	13 Woodham Drive Hatfield Peverel Chelmsford CM3 2RR
Phone	000000000
Email	<a href="mailto:hpscoutgroup@gmail.com">hpscoutgroup@gmail.com</a>
Website	<a href="http://www.hpscouts.org.uk">www.hpscouts.org.uk</a>

## Activities

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**Objects:** UNIT OF THE SCOUT GROUP

**Activities:** We offer a balanced programme of activities, challenges and adventures for the development of girls and boys aged 6-18. We encourage learning about their community and wider world, improve their fitness and health, develop their creative talents, enjoy the outdoors and develop their beliefs and attitudes against the backdrop of the Scout Law and Promise.

## Classification

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- **How:** Other Charitable Activities
- **What:** Education/training
- **Who:** Children/young People

## Geography

- **Area of benefit:** HATFIELD PEVEREL
- Essex

## Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£34,459	£37,763	-	-
2024-03-31	£25,771	£18,357	-	-
2023-03-31	£31,722	£32,274	-	-
2022-03-31	£19,403	£13,082	-	-
2021-03-31	£19,470	£23,354	-	-

## Trustees

Name	Role	Appointed
Carol Anne Fischer-Hill		2018-09-01
DARREN NICHOLAS		
JOSEPHINE ELAINE JARVIS		
Jayne Ann Reed		2017-09-22
Sarah Jane Ann Ferguson		2022-01-25

**1ST HATFIELD PEVEREL SCOUT GROUP**

England & Wales - Charity number 302065

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# Accounts

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# 1st Hatfield Peverel Scout Group (Charity number 302065)

## Receipts and payments account

For the year from	1st April 2024	To	31st March 2025
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### Receipts and payments

	2024/25	2023/24
	Unrestricted funds	Unrestricted funds
	£	£
<b>Payments</b>		
<b>Charitable Payments</b>		
Youth programme and activities	3,931	3,919
Adult support and training	1,789	6
Rent	1	2
Cleaning and Gardening	2,597	979
Electricity, Gas and Water	1,252	1,540
Insurance	1,539	1,388
Repairs and Renewals	3,318	2,467
Maintenance	4,151	1,183
Refund of Hall Deposits	325	150
Contribution to camp costs	10,216	10,542
Uniforms	293	140
AGM and trustee expenses	114	71
Broadband	739	487
Subs Refunds		79
Other costs	734	173
<b>Sub total</b>	<b>31,000</b>	<b>23,125</b>
<b>Fundraising expenses</b>		
Detail 1	-	-
Detail 2	-	-
Detail 3	-	-
Other fundraising costs	495	66
<b>Sub total</b>	<b>495</b>	<b>66</b>
<b>Total Gross Expenditure</b>	<b>31,495</b>	<b>23,192</b>
<b>Asset and investment purchases, etc.</b>	6,268	1,357
<b>Total payments</b>	<b>37,763</b>	<b>24,548</b>
<b>Net of receipts/(payments)</b>	<b>3,304</b>	<b>6,073</b>
<b>Cash funds last year end</b>	56,422	50,348
<b>Cash funds this year end</b>	<b>53,118</b>	<b>56,422</b>

**1st Hatfield Peverel Scout Group (Charity number 302065)**  
**Receipts and payments account**

For the year from	1st April 2024	To	31st March 2025
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Receipts and payments			
	2024/25		2023/24
	Unrestricted funds		Unrestricted funds
	£		£
<b>Receipts</b>			
<b>Donations, legacies and similar income</b>			
Membership subscriptions	11,706		13,382
Less: Membership subscriptions paid on (National/County/Area/District)	-	4,300	-
Donations	950		500
Utilities Refund	-		
Gift Aid	2,706		2,662
Youth Prigramme - Camps and Events	12,014		10,854
<b>Sub total</b>	<b>23,077</b>		<b>22,629</b>
<b>Grants</b>			
Maintenence grant	-		-
Other grants	2,500		300
<b>Sub total</b>	<b>2,500</b>		<b>300</b>
<b>Fundraising events (gross)</b>			
Waste Paper	1,070		1,280
Badges and Uniform	6		266
Other Income	455		125
Other fundraising activities	1,751		908
<b>Sub total</b>	<b>3,283</b>		<b>2,579</b>
<b>Scout hut income</b>			
Hire of building	4,614		4,301
Hire of equipment	-		-
Other Scout hut income	-		-
<b>Sub total</b>	<b>4,614</b>		<b>4,301</b>
<b>Investment income</b>			
Bank interest	956		753
Building Society interest	-		-
The Scout Association Short Term Investment Service	-		-
Other investment income	-		-
<b>Sub total</b>	<b>956</b>		<b>753</b>
<b>Total Gross Income</b>	<b>34,430</b>		<b>30,562</b>
Asset and investment sales, etc.	29		60
<b>Total receipts</b>	<b>34,459</b>		<b>30,622</b>

# 1st Hatfield Peverel Scout Group (Charity number 302065)

## Receipts and payments account

For the year from	1st April 2024	To	31st March 2025
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### Statement of assets and liabilities at the end of the year

	31st March 2025 Unrestricted funds	31st March 2024 Unrestricted funds
	£	£
<b>Cash funds</b>		
Bank current account	6,714	9,298
Bank deposit account	23,994	25,853
Fund Raising Account	10,524	-
Residual Balance on Equals Money Card	423	3,975
HQ Bank Current Account	11,463	17,296
<b>Total cash funds</b>	<b>53,118</b>	<b>56,422</b>
	<small>(agree balances with receipts and payments account)</small>	<small>ok</small>
<b>Other monetary assets</b>		
Suppliers paid in advance	1,580	-
Debts due from the County/Area/District/Group	-	-
Insurance claim	-	-
<b>Sub total</b>	<b>1,580</b>	<b>-</b>
<b>Investment assets</b>		
Investment property - detail	-	-
Quoted investments	-	-
Other investments - detail	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>
<b>Non monetary assets for charity's own use</b>		
Badge stock	-	-
Shop stock	-	-
Other stock	-	-
Land and buildings	-	-
Motor vehicles	-	-
Scouting equipment, furniture etc	27,101	-
Other	-	-
<b>Sub total</b>	<b>27,101</b>	<b>-</b>
<b>Liabilities</b>		
Accounts not yet paid	322	-
Expenses incurred but not invoiced	-	-
Subscriptions not yet paid	-	-
Loan - detail	-	-
Other liabilities	-	-
<b>Sub total</b>	<b>322</b>	<b>-</b>
<b>Total net assets</b>	<b>82,121</b>	<b>56,422</b>

The above receipts and payments account and statement of assets and liabilities were approved by the Trustees on Xth X 200X (the date of the Trustee Board meeting that approved the accounts) and signed on their behalf by 5th September 2025.

Signature



Print Name

Darren Nicholas
Jayne Reed

# England & Wales

## Template 1: Unqualified report for a non-company charity preparing receipts and payments accounts with a gross income of £250,000 or less in the relevant financial year

### Independent examiner's report to the trustees of 1<sup>st</sup> Hatfield Peverel Scout Group

I report to the trustees on my examination of the accounts of the 1<sup>st</sup> Hatfield Peverel Scout Group for the year ended 2025

#### Responsibilities and basis of report

As the charity trustees of the 1<sup>st</sup> Hatfield Peverel 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 1<sup>st</sup> Hatfield Peverel 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 1<sup>st</sup> Hatfield Peverel 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: CATHY MADDON

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

Address: A NURSERY GROVE, TAULLEY, ESSEX, CM22

Date: 27/7/25



**Section B**

**Structure, governance and management**

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. The Group also have their own constitution that they adhere to.

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, Group Lead Volunteer, Deputy Group Lead Volunteer and 3 section leaders 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.

**Risk and Internal Control (Specimen 1)**

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:

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.

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.

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.

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 4 to 18. 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.

**Risk and Internal Control (Specimen 2)**

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
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Summary of the objects of the charity set out in its governing document

**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.

**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.

**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.

Summary of the main activities in relation to these objects

Each unit meets weekly during term time, with a programme of activities organised by the Leaders in advance. Each section undertake at least one camp each year.

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;
- policy on investments.

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**

Summary of the main achievements of the charity during the year

The number of members in the Group have remained stable. Each section has undertaken a successful camp and a group of individuals attended the Essex Jamboree in August 2024. A varied programme of events have been provided including ice skating and Ninja warrior. The Group have commenced a drive for fund raising for a new premises once our lease expires. 3 fund raising events were undertaken: Afternoon Tea, Allotment refreshments and Christmas fundraiser. A new fund raising savings account has been opened for this purpose. These fund raising activities are in addition to our continued collection of waste paper and cardboard in the village.

**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 held reserves of approximately £53118.10 against this at year end.

Quantify and explain any designations

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

There are no funds 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);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives;

**Investment Policy**

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.

The Group Trustee Board 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 Trustee Board considers the cash flow requirements.

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

Fund raising for new premises will continue during 2025


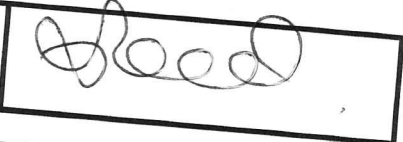
**Section G**

**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)

Darren Nicholas      Jayne Reed

Position (eg Secretary, Chair)

Group Lead Volunteer      Treasurer

Date

050925

**1ST HATFIELD PEVEREL SCOUT GROUP**

England & Wales - Charity number 302065

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# Accounts

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# Trustees' Annual Report

for the year ended 31st March 2024



## Section A Reference and administration details

Charity name: 1st Hatfield Peverel Scout Group

Registered charity number: 3 0 2 0 6 5

Charity's principal address: Scout and Guide Headquarters  
Church Road  
Hatfield Peverel  
Essex CM 3 2 LD

### Names of the charity trustees who manage the charity

Trustee Name	Office	Dates acted if not for whole year
Nick Nicholas	Group Lead Volunteer	
Jayne Reed	Treasurer	
Clare Drain	Group Secretary	Resigned 16/4/24
Carol Fischer-Hill	Deputy Group Lead Vol	
Sarah Ferguson	Cub Leader	
Jo Jarvis	Cub Leader	
Colin Fischer-Hill	Scout Leader	

373.56

**Section B****Structure, governance and management**

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. The Group also have their own constitution that they adhere to.

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:

The Group comprises 5 different units; Beavers, Hadfelda Cubs, Tuesday Cubs, Scouts and Explorers.. The Group are managed by the Group Trustee 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 Group Trustee Committee is made up of the following roles: Chair, Treasurer, Secretary, Public Relations and with the Group Lead Volunteer, his Assistant and individual Section Leaders. They meet every 2 months to discuss the running of the Group and  
The Group Trustee Committee exists to support the Group Lead Volunteer in meeting the responsibilities of his appointment 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 Controls

The Group Trustee 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 neighbouring organisations such as the church, the village hall and other Scout Groups. 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, where appropriate, before all activities.

***Reduced income from fundraising:***

The Group is primarily reliant upon income from subscriptions and fundraising (including income from waste paper recycling). The Group does hold a reserve to ensure the continuity of activities should there be a major reduction in income. This remains an option should other fundraising opportunities cease. The headquarters is used by various other organisations and charities, who pay for the hire of the hall.

***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

***Reduction or loss of members:***

The Group provides activities for all young people aged 6 and up. 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.

***Internal Controls:***

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 Banking expenditure, separation of the jointly held headquarters accounts and the main scout group accounts, good separation of duties, comprehensive insurance policies to ensure that insurable risks are covered and annually audited accounts by an independent examiner.

## Section C

## Objectives and activities

Summary of the objects of the charity set out in its governing document

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 programme of progressive training, based on the Scout Promise and Law and guided by adult leadership.

Summary of the main activities in

*A summary of the main activities of the Group are as follows:*  
Each unit meets weekly during term time with a programme of activities organised by the leaders in advance. Each section have arranged at least one camp during the year. Other activities have included handicraft, badgework, visits to local museums, hikes, fire lighting and cooking evenings. Other organisations including the local police and fire service have undertaken talks and visits .

## Section D

## Achievements and performance

Summary of the main achievements of the charity during the year

The number of members in the Group have continued to increase. Each section has undertaken a succesful camp including the Cubs attending the Megacamp. A varied programme of events have been provided including. 3 fund raising events were undertaken; Party in the Park, Allotment refreshments and Christmas fundraiser. This has been in addition to our continued collection of waste paper in the village

**Section E****Financial Review**

Brief statement of the charity's policy on

**Reserves Policy**

The Group's policy on reserves is to hold sufficient resources to

The Group held reserves of £39,126.33, against this at year end. This is above the level required for operating expenses. The Group's trustees believe the excess reserves are justified to ensure the long term financial viability of the Group and the sustainability of its premises which are currently half way through a refurbishment project.

Details of any funds materially in deficit

There are no funds currently in deficit.

Investment policy

**Investment Policy**

The Group does not have sufficient funds to invest in longer term

**Section F****Other Optional Information**

Plans for future periods (details of any

Fundraising for the continued use of the headquarters is being

**Section G****Declaration**

The trustees declare that they have approved the Trustees' Report above.

Signed on behalf of the charity's trustees:

Signatures



Full names

Jayne Reed

Darren Nicholas

Position

Treasurer

Group Lead Volunteer

Date

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**1st Hatfield Peverel Scout Group**  
Registered Charity Number 302065

**Receipts and Payments Account for the year ended 31 March 2024**

	2023/24		2022/23
	General Unrestricted funds £	Total funds £	Total funds £
<b>Receipts</b>			
<b>Donations, legacies and similar income</b>			
Membership subscriptions (Joining fees and Subs)	13,382.23	13,382.23	13,464.06
Less: Membership subscriptions paid to Maldon & East Essex District Scout Council	(4,770.00)	(4,770.00)	(4,802.50)
Net membership subscriptions retained	<b>8,612.23</b>	<b>8,612.23</b>	<b>8,661.56</b>
Donations	250.00	250.00	0.00
Gift Aid	2,662.34	2,662.34	2,185.86
Part Refund of Broadband payments	0.00	0.00	69.41
<b>Sub total</b>	<b>11,524.57</b>	<b>11,524.57</b>	<b>10,916.83</b>
<b>Grants</b>			
Maintenance Grant	0.00	0.00	0.00
Other Grants	0.00	0.00	0.00
<b>Sub total</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Fundraising (gross)</b>			
Waste Paper	1,280.20	1,280.20	1,968.40
Other fundraising activities	907.54	907.54	1,126.64
Badges	3.00	3.00	0.00
Uniform	263.40	263.40	7.00
Other income	125.10	125.10	125.10
<b>Sub total</b>	<b>2,579.24</b>	<b>2,579.24</b>	<b>3,227.14</b>
<b>Activities</b>			
Youth Programme - Camps & Events	10,854.23	10,854.23	17,338.41
<b>Sub total</b>	<b>10,854.23</b>	<b>10,854.23</b>	<b>17,338.41</b>
<b>Investment income</b>			
Bank interest	752.98	752.98	144.63
<b>Sub total</b>	<b>752.98</b>	<b>752.98</b>	<b>144.63</b>
<b>Total Gross Income</b>	<b>25,711.02</b>	<b>25,711.02</b>	<b>31,627.01</b>
<b>Sale of assets</b>	60.00	60.00	219.85
<b>Total Receipts</b>	<b>25,771.02</b>	<b>25,771.02</b>	<b>31,846.86</b>

**1st Hatfield Peverel Scout Group**  
Registered Charity Number 302065

**Receipts and Payments Account for the year ended 31 March 2024**

	2023/24	2022/23	
	General Unrestricted funds £	Total funds £	Total funds £
<b>Payments</b>			
<b>Youth Programme</b>			
Youth programme - weekly programme non card payments	1,772.38	1,772.38	2,434.82
Youth programme - weekly programme Equals card transfer amounts	2,383.57	2,383.57	1,636.00
Youth programme - weekly programme card payments	2,147.02	2,147.02	1,388.22
Youth programme - weekly programme Equals card balance as at 31/3/24	236.55	236.55	247.78
<b>Sub Total Youth programme payments</b>	<b>3,919.40</b>	<b>3,919.40</b>	<b>3,823.04</b>
<b>Group Payments</b>			
Non card Youth Programme Camps and other events	10,542.17	10,542.17	19,453.11
Non card Uniforms and badges	140.05	140.05	3,226.05
Non card Insurance	729.09	729.09	1,019.45
Non card Fund Raising	66.18	66.18	193.51
Non card Repairs and Renewals	124.00	124.00	435.96
Non card COVID 19 Expenses	0.00	0.00	0.00
Non card AGM and trustee expenses	70.63	70.63	59.30
Non card Refund of Subs	78.68	78.68	40.00
Non card broadband costs	486.74	486.74	
Non card Sundry costs	6.07	6.07	217.90
Non card Other Costs	10.00	10.00	312.41
<b>Sub Total Non card group payments</b>	<b>12,253.61</b>	<b>12,253.61</b>	<b>24,957.69</b>
Money transferred to Card for Group Purchases	4,870.74	4,870.74	1,423.80
Group card payments for Group Purchases	1,693.22	1,693.22	1,110.26
Group card balance as of 31/3/24	3,177.52	3,177.52	313.54
<b>Total Group Payments</b>	<b>13,946.83</b>	<b>13,946.83</b>	<b>26,067.95</b>
<b>Sub total</b>	<b>17,866.23</b>	<b>17,866.23</b>	<b>29,890.99</b>
<b>HQ expenses</b>	0.00		0.00
2018/2019 HPSG interest in the HQ Management Committee (note1)	0.00	0.00	0.00
<b>Sub total</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Total Gross Expenditure</b>	<b>17,866.23</b>	<b>17,866.23</b>	<b>29,890.99</b>
<b>Asset and investment purchases</b>			2,382.85
Non card Asset and Investment purchases	490.83	490.83	
Card Asset and Investment purchases			
<b>Total Payments</b>	<b>18,357.06</b>	<b>18,357.06</b>	<b>32,273.84</b>
<b>Net of receipts/(payments)</b>	<b>7,413.96</b>	<b>7,413.96</b>	<b>(426.98)</b>
<b>Cash funds last year end</b>	<b>31,712.37</b>	<b>31,712.37</b>	<b>32,264.45</b>
	<b>39,126.33</b>	<b>39,126.33</b>	<b>31,837.47</b>

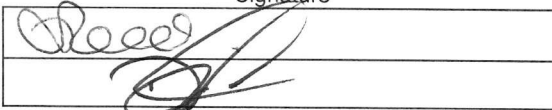
**1st Hatfield Peverel Scout Group**  
Registered Charity Number 302065

**Statement of Assets and Liabilities**

	31-Mar-24 £	31 March 2023 Total funds £
<b>Cash funds</b>		
Bank current account	9,298.00	6,051.09
Bank deposit account (see note 4)	25,852.94	25,099.96
Residual balance on Equals Money Card	3,975.39	561.32
Cash/Floats	0.00	0.00
<b>Total cash funds</b>	<b>39,126.33</b>	<b>31,712.37</b>
<b>Investment assets</b>		
Other investments	0.00	0.00
<b>Sub total</b>	<b>0.00</b>	<b>0.00</b>
<b>Non monetary assets for charity's own use</b>		
Land and buildings (Note 2)	0.00	0.00
<b>Sub total</b>	<b>0.00</b>	<b>0.00</b>
<b>Liabilities</b>		
Hatfield Peverel Guides interest in the HQ Management Committee	-	0.00
<b>Sub total</b>	<b>0.00</b>	<b>0.00</b>
<b>Balance of monetary assets available to Charity</b>	<b>39,126.33</b>	<b>31,712.37</b>

The above Receipts and Payments Account and Statement of Assets and Liabilities were approved on 2024 by the Trustees and signed on their behalf by:

Signature



JAYNE REED - TREASURER  
Nick Nicholas - Acting Chair  
GSLV

**Notes to the Accounts**

**Note 1 - HQ Expenses**

In June 2018 a new HQ Committee Constitution was agreed and signed by all parties (HPSG & HPGG). There is no longer an equal payment of surplus funds from the HQ Committee to be paid to each party at the end of the financial year. The new Constitution confirms all work presented on a budget will be invested in by both parties equally, any future surplus will be retained by the HQ Committee for further investment to the HQ Building.

**Note 2 - Land & Buildings**

The Group benefits from a lease dated 19 September 2013 between Strutt & Parker (Farms) Ltd and The Sout Association Trust Corporation over specified land on the south side of Church Road, Hatfield Peverel. The term of the lease is until 31 May 2033. The lease is subject to various restrictive covenants which essentially restrict the value of lease and buildings thereon to the current purpose only. Therefore no monetary value is attributed in the accounts and

**Note 3 - Equals Money Cards**

In September 2022 the Group agreed to purchase Equals Money Cards. These are pre-loaded debit cards that enable the leaders to purchase equipment or consumables that are used within their programme cost budget. The GSL also holds a card that is used for purchase of group equipment. The residual balance held in total on the cards on 31st March 2024 is stated on the accounts..

Independent Examiner's Report to the Trustees of

1<sup>st</sup> Hatfield Peverel Scout Group

Registered Charity Number 302065

I report on the accounts of the Charity for the year ended 31<sup>st</sup> March 2024.

**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 and that an independent examination is needed.

It is my responsibility to:

- . Examine the accounts;
- . To follow procedures laid down by the Charity Commissioners; and
- . To state whether particular matters have come to my attention.

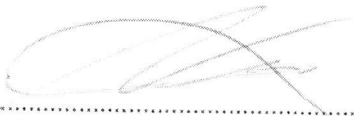
**Basis of independent examiner's report**

My examination was carried out in accordance with the 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 you as 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 view given by the accounts.

**Independent examiner's statement**

In the course of my examination:

- (1) Nothing has come to my attention which gives me reasonable cause to believe that in any material respect the requirements to keep accounting records and to prepare accounts which accord with accounting requirements have been met,
- (2) No matter has come to my attention to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Name: Richard Foulds

Relevant Professional Qualification or Body: Chartered Governance Professional

Address: 27 Laburnum Way, Hatfield General  
Chelmsford, Essex, CM3 2LP

Date: 29/8/24

**1ST HATFIELD PEVEREL SCOUT GROUP**

England & Wales - Charity number 302065

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# Accounts

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## Trustees Annual Report for the year ending 31<sup>st</sup> March 2023

### Reference and Administration Details

Charity Name: **1<sup>st</sup> Hatfield Peverel Scout Group**  
 Charity Number: **302065**  
 Principal Address: **The Scout and Guide HQ  
 Church Road  
 Hatfield Peverel  
 Essex  
 CM3 2LD**

### Trustees

<b>Vacant</b>	Group Chair
<b>Clare Drain</b>	Group Secretary
<b>Jayne Reed</b>	Group Treasurer
<b>Kim McLaren</b>	Public Relations (Resigned 30/03/2023)
<b>Nick Nicholas</b>	Group Scout Leader
<b>Carol Fischer-Hill</b>	Deputy Group Scout Leader
<b>Sarah Ferguson</b>	Cub Section Leader
<b>Jo Jarvis</b>	Cub Section Leader
<b>Colin Hill</b>	Scout Section Leader

### Structure, Governance and Management

#### 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. The Group also have their own constitution.

#### Group Scout Council

The Group Scout Council is the electoral body to which the Group Executive Committee is accountable. Membership of the Group Scout Council is open to:

- Scouters
- Group Active Support Managers and members
- Colony Pack and Troop Assistants
- Skills Instructors
- Administrators
- Advisers
- Patrol Leaders
- All Parents of Beavers, Cubs and Scouts
- Any other supporters, including former Scouts and their parents, admitted by the Group Scout Leader, the Group Executive Committee, or the Group Scout Council
- Explorer Scout Leaders (if stated in a Partnership Agreement)
- the District Commissioner and District Chair are ex-officio members of the Group Scout Council.

#### Constitution

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

### **Trustee Selection**

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

### **Additional governance issues**

The Group comprises five individual sections: Beavers, two Cub Sections, Scouts, and Explorers. The Group are 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 Group Executive Committee is made up of the following roles: Chair, Treasurer, Secretary, Public Relations and with the Group Scout Leader, his Assistant and individual Section Leaders. They meet every two months to discuss the running of the Group and comply with any issues raised from the Charity Commission. In addition, the Chair, Group Scout Leader and his Deputy sit on the Headquarters Committee along with four members of the local Guide association to manage the maintenance and general running of the headquarters.

The Group Executive Committee exists to support the Group Scout Leader in meeting the responsibilities of his appointment and is responsible for:

- The maintenance of group property
- The raising of fund and the administration of Group finances
- The insurance of persons, property, and equipment
- Group Public occasions
- Assisting in the recruitment of volunteers and adult support
- Appointing sub committees where 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 which are:

#### **Injury to Leaders, Helpers, Supporters or Members**

The Group supports compliance with the Safety Policy and ensures appropriate risk assessment; elimination, reduction and control measures are taken to reduce the likelihood of any injuries.

In addition, through membership fees, the Group contributes to the Scout Association's national accident insurance policy.

#### **Damage to Buildings, Property or Equipment**

The Group would request the use of buildings, property, and equipment from neighbouring organisations. The Group has sufficient buildings and contents insurance in place to mitigate against permanent loss.

#### **Reduced Income from Subscriptions and Fund Raising**

The Group is primarily reliant upon income from subscriptions and fund-raising, including income from wastepaper recycling. The Group holds adequate reserves to ensure the continuity of activities should there be a major reduction in income. The committee could also raise the value of subscriptions to increase the Group income either temporarily or permanently. The headquarters is used by various local organisations who pay to hire the building.

The Group has in place systems of internal controls that are designed to provide reasonable assurance against material mismanagement or loss; these include two signatories for all banking expenditure, separation of the jointly held headquarters accounts and the main scout group accounts, good separation of duties,

comprehensive insurance policies to ensure that insurable risks are covered and annually audited accounts by an independent examiner.

### **Reduction or Loss of Leaders**

The Group is totally reliant upon volunteers to run and administer the activities of the Group. If there were a reduction in the number of volunteers to an unacceptable level, there would have to be a contraction, consolidation or closure of activities or sections.

### **Reduction or Loss of Members**

If there were a reduction in membership of a particular section or the Group as a whole, there would have to be a contraction, consolidation, or closure of a section. In the worst-case scenario, the complete closure of the group.

## **Objectives and Activities**

The primary objective of the Group is that of the Scout Association which is 'to actively engage and support young people in their personal development, empowering them to make a positive contribution to society.'

### 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 cooperate with others and make friends.

### 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.

The activities of the Group are:

- The provision of the Scouting programme for 6–14-year-old members.

## **Achievements and Performance**

The number of members in the Group have continued to increase. Each section has undertaken a successful camp including the Cubs attending the Mega camp. A varied programme of events has been provided including Scuba diving, a Monopoly run and a Beaver fun day. Three fund raising events were undertaken:

Party in the Park, Allotment refreshments and a Christmas fundraiser. This has been in addition to our continued collection of wastepaper in the village.

### **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.

### **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 twelve months average income or peak recent spend, circa £10,000.

The Group held reserves of £31,712,37 against this at year end. This is above the level required for operating expenses. The Group's trustees believe the excess reserves are justified to ensure the long-term financial viability of the Group and the sustainability of its premises which are currently halfway through a refurbishment project.

There are no funds currently in deficit.

#### **Investment Policy**

The Group's Income and Expenditure is very small and therefore, 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.

### **Optional section for any future significant activities or major projects**

Fundraising for the continued use of the headquarters is being planned. It will be jointly funded by the scouts and the guides who have equal responsibility for the HQ under the terms of the lease.

### **Declaration**

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

Signed on behalf of the charity's trustees:

**Signature:**

**Date:** 31 October 2023

Full Name:

**Nick Nicholas**

Position:

Group Lead Volunteer

**Signature:**

**Date:** 31.10.23

*Jayne Reed*

Full Name: **Jayne Reed**  
Position: Group Treasurer

Independent Examiner's Report to the Trustees of

1<sup>st</sup> Hatfield Peverel Scout Group

Registered Charity Number 302065

I report on the accounts of the Charity for the year ended 31<sup>st</sup> March 2023.

**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 and that an independent examination is needed.

It is my responsibility to:

- . Examine the accounts;
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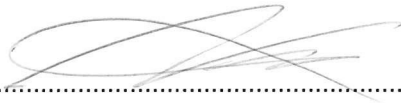
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- (2) No matter has come to my attention to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Name: Richard Foulds

Relevant Professional Qualification or Body: ACIS / ACG

Address: 27 Laburnum Way, Hatfield Peverel, Chelmsford.

Essex, CM3 2LP

Date: 27/7/23

**1st Hatfield Peverel Scout Group**  
Registered Charity Number 302065

**Receipts and Payments Account for the year ended 31 March 2023**

	General Unrestricted funds £	2022/23 Total funds £	2021/22 Total funds £
<b>Receipts</b>			
Donations, legacies and similar income			
Membership subscriptions (Joining fees and Subs)		13,464.06	10,567.98
Less: Membership subscriptions paid to Maldon & East Essex District Scout Council		(4,802.50)	(3,195.50)
Net membership subscriptions retained	0.00	8,661.56	7,372.48
Donation from Equinix/Benevity Causes	0.00	0.00	399.84
Gift Aid		2,185.86	1,040.44
Part Refund of Broadband payents		69.41	0.00
<b>Sub total</b>	<b>0.00</b>	<b>10,916.83</b>	<b>8,812.76</b>
<b>Grants</b>			
Maintenance Grant	0.00	0.00	0.00
Other Grants		0.00	0.00
<b>Sub total</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Fundraising (gross)</b>			
Waste Paper		1,968.40	2,382.00
Other fundraising activities		1,126.64	775.60
3rd Party Fundraising	0.00	0.00	0.00
Badges	0.00	0.00	0.00
Uniform	0.00	7.00	0.00
Other income	0.00	0.00	0.00
<b>Sub total</b>	<b>0.00</b>	<b>3,102.04</b>	<b>3,157.60</b>
<b>Activities</b>			
Youth Programme		17,338.41	7,389.29
<b>Sub total</b>	<b>0.00</b>	<b>17,338.41</b>	<b>7,389.29</b>
<b>Investment income</b>			
Bank interest		144.63	3.53
<b>Sub total</b>	<b>0.00</b>	<b>144.63</b>	<b>3.53</b>
<b>Total Gross Income</b>	<b>0.00</b>	<b>31,501.91</b>	<b>19,363.18</b>
Sale of assets		219.85	40.00
<b>Total Receipts</b>	<b>0.00</b>	<b>31,721.76</b>	<b>19,403.18</b>

**1st Hatfield Peverel Scout Group**  
Registered Charity Number 302065

**Receipts and Payments Account for the year ended 31 March 2023**


		2022/23	2021/22
	General Unrestricted funds £	Total funds £	Total funds £
<b>Payments</b>			
<b>Youth Programme</b>			
Youth programme - weekly programme non card payments		2,434.82	2,574.98
Youth programme - weekly programme Equals card transfer amounts		1,636.00	2,574.98
Youth programme - weekly programme card payments		1,388.22	2,574.98
Youth programme - weekly programme Equals card balance as at 31/3/23		247.78	2,574.98
<b>Sub Total Youth programme payments</b>		<b>3,823.04</b>	
<b>Group Payments</b>			
Non card Youth Programme Camps and other events		19,453.11	
Non card Uniforms and badges		3,226.05	849.20
Non card Insurance		1,019.45	638.38
Non card Fund Raising		193.51	228.00
Non card Repairs and Renewals		435.96	62.00
Non card COVID 19 Expenses		0.00	63.84
Non card AGM and trustee expenses		59.30	0.00
Non card Refund of Subs		40.00	0.00
Non card Sundry costs		217.90	502.25
Non card Other Costs		312.41	254.12
<b>Sub Total Non card group payments</b>		<b>24,957.69</b>	
Money transferred to Card for Group Purchases		1,423.80	5,117.24
Group card payments for Group Purchases		1,110.26	5,117.24
Group card balance as of 31/3/23		313.54	5,117.24
<b>Total Group Payments</b>		<b>26,067.95</b>	
<b>Sub total</b>		<b>29,890.99</b>	<b>10,290.01</b>
HQ expenses	0.00	0.00	0.00
2018/2019 HPSG interest in the HQ Management Committee (note1)	0.00	0.00	0.00
<b>Sub total</b>	<b>0.00</b>	<b>0.00</b>	<b>10,290.01</b>
<b>Total Gross Expenditure</b>	<b>0.00</b>	<b>29,890.99</b>	<b>10,290.01</b>
Asset and investment purchases		2,382.85	2,792.03
<b>Total Payments</b>	<b>0.00</b>	<b>32,273.84</b>	<b>13,082.04</b>
<b>Net of receipts/(payments)</b>	<b>0.00</b>	<b>(552.08)</b>	<b>6,321.14</b>
<b>Cash funds last year end</b>		<b>32,264.45</b>	<b>25,943.31</b>
		<b>31,712.37</b>	<b>32,264.45</b>

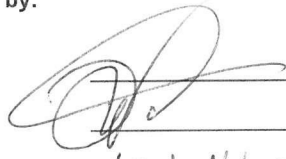
**1st Hatfield Peverel Scout Group**  
Registered Charity Number 302065

**Statement of Assets and Liabilities**

	31 March 2023		31 March 2022
	General Unrestricted funds £	Total funds £	Total funds £
<b>Cash funds</b>			
Bank current account		6,051.09	11,261.44
Bank deposit account (see note 4)		25,099.96	21,003.01
Residual balance on Equals Money Card	0.00	561.32	0.00
Cash/Floats	0.00	0.00	0.00
<b>Total cash funds</b>	<b>0.00</b>	<b>31,712.37</b>	<b>32,264.45</b>
<b>Investment assets</b>			
Other investments	0.00	0.00	0.00
<b>Sub total</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Non monetary assets for charity's own use</b>			
Land and buildings (Note 2)	0.00	0.00	0.00
<b>Sub total</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Liabilities</b>			
Hatfield Peverel Guides interest in the HQ Management Committee		- 0.00	0.00
<b>Sub total</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Balance of monetary assets available to</b>	<b>0.00</b>	<b>31,712.37</b>	<b>32,264.45</b>

The above Receipts and Payments Account and Statement of Assets and Liabilities were approved on 24<sup>th</sup> July 2023 by the Trustees and signed on their behalf by:

Signature  
  
 TRESURER

  
 Lead Volunteer

**Notes to the Accounts**

**Note 1 - HQ Expenses**

In June 2018 a new HQ Committee Constitution was agreed and signed by all parties (HPSG & HPGG). There is no longer an equal payment of surplus funds from the HQ Committee to be paid to each party at the end of the financial year. The new Constitution confirms all work presented on a budget will be invested in by both parties equally, any future surplus will be retained by the HQ Committee for further investment to the HQ Building.

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**Note 4 - CAF Deposit Account**

In September 2022 CAF Bank withdrew their CAF Gold Deposit Account. The Group agreed to invest the money into a Nationwide Business Savings Account with a 35 day notice period for withdrawals.