1st Bishop's Waltham (St Peter's) Scout Group

Trustees' Annual Report and Accounts For the financial year 1 April 2024 to 31 March 2025

Registered charity 302205

Trustees' Annual Report

For period 01/04/2024 to 31/03/2025

Section A – Reference and Administration details

Charity name	1st Bishop's Waltham (St Peter's) Scout Group
Also known as	Bishop's Waltham Scout Group
Registered charity number	302205
Scout HQ registration number	10012665
Charity's principal address	Scout Hut, Hoe Road Recreation Ground, Hoe Road, Bishop's Waltham SO32 1DU

Names of charity trustees who manage the charity

	Trustee Name	Office (if any)	Dates acted if not for whole year
1	Adrian Pashley	Chair	
2	Nicholas Woollett	Group Lead Volunteer	
3	Ralph Bolton	Treasurer	
4	Richard Pyecroft	Parent representative	
5	Caroline Brownlie	Parent representative	
6	Hayley McCallion	Parent representative	
7	Natalie Harper	Parent representative	Co-opted 3 October 2024

Names and addresses of advisors

Type of advisor	Name	Address
Independent Examiner	Colin Outlaw (Chartered Accountant)	Harvest Barn, Hoe Road, Bishop's Waltham, SO32
Bank	Lloyds Bank	Hedge End Branch, St John's Road, Southampton SO304QU

Property held by custodian trustee

The Group operates from the Scout Hut, Hoe Road Recreation Ground, Bishop's Waltham, SO32 1DU. The Group occupies the land on which the Scout Hut is constructed under the terms of a lease with Bishop's Waltham Parish Council. The lease is for a maximum term of 20 years commencing from 3 January 2020.

The Scout Association Trust Corporation (a company limited by guarantee and registered charity number 306102) holds the leasehold title as custodian trustee on trust for the Group.

Section B – Structure, Governance and Management

Description of the charity's trusts

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 (POR) of The Scout Association.

The Group has adopted the model constitution for a Scout Group (except Scotland) set out in Chapter 5c.1 of POR (Spring 2025 Edition) (previously section 5.4 of the Autumn 2024 edition of POR).

How the charity is constituted
The Group is a charitable unincorporated association governed by the rules set out in POR (Spring 2025 Edition) which are common to all Scout Groups. These rules provide for:

- The Group to be managed and administered by a Trustee Board.
- The Trustee Board to be accountable to the Group Scout Council.

Trustee selection methods
In accordance with POR (Rule 5b. 3.3. 9), the Trustees are:
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- The Group Lead Volunteer (previously known as the Group Scout Leader) by virtue of their role in Scouts (ex officio).
- Those appointed by the Scout Council at their Annual General Meeting (AGM) for an initial period of no longer than three years (subject to re-appointment for further periods of up to nine years).
- Those co-opted by the Trustee Board for an initial period of 12 months (subject to re-appointment either by the Trustee Board or Scout Council at the AGM for further periods of up to nine years).

Additional governance issues
The Group is managed by a Trustee Board, the members of which are the charity trustees of the Scout Group whose charitable objects are to actively engage and support young people in their personal development, empowering them to make a positive contribution to society (Rule 5c.1.2.1, POR).

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 Trustee Board consists of a maximum of 12 and a minimum of 5 Trustees (Rule 5b.3.3.1, POR):

- Group Lead Volunteer (ex officio).
- Chair (as appointed by the Group Scout Council at the AGM).
- Group Treasurer (as appointed by the Group Scout Council at the AGM).
- Appointed Trustees (as appointed by the Group Scout Council at the AGM).
- Co-opted Trustees (as co-opted annually by the Trustee Board)

The Denewulf District Commissioner, Denewulf District Chair and Hampshire County Commissioner each have the right to attend the Trustee Board's meetings.

The Trustee Board meets at least three times per year (once every school term).

The Trustees support the Group's volunteers to run high-qualify and safe programmes that give young people skills for life.

All Trustees are required to complete mandatory Scout Association training (Growing Roots: Safety, Safeguarding, Creating inclusion, Data protection in Scouts and Who we are and what we do).

The Trustee Board must act collectively in the charity's best interests, acting with reasonable care and skill and taking steps to be confident that:

- The charity is:
    - well managed;
    - carrying out its purposes for the public benefit;
    - complying with the charity's governing document and the law;
    - managing the charity's resources responsibly; and
    - operating in compliance with POR.
- Young people are meaningfully involved in decision making at all levels.
- There are sufficient resources (funds, people, property and equipment) available to meet the planned work of the Group, including delivery of the high-quality programme and resource requirements of the training programme.

All Trustees gave their time freely and received no remuneration or expenses for carrying out their duties as charity trustees during the financial year. No Trustee received any benefit by way of financial assistance from the Group to pay subscriptions or activity fees during the financial year.

Risk and Internal Control

The 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 Scout Hut, property and equipment** - the Group would request the use of buildings, property and equipment from neighbouring organisations such as the

church, Parish Council and other Scout Groups. The Trustee Board considers that the Group has sufficient buildings and contents insurance in place to mitigate against permanent loss. Regular safety checks are carried out at the Scout Hut. The fire safety equipment and gas appliances in the Scout Hut are serviced annually.

- **Injury to leaders, helpers, supporters and members** - the Group, through the capitation fees, contributes to the Scout Association's national accident insurance policy. All leaders undertake compulsory training and risk assessments are undertaken in respect of the Group's activities. A qualified first aider is present at Group activities.

- **Reduced income from fundraising** - the Group is primarily reliant upon income from subscriptions and fundraising. The Group holds a reserve to ensure the continuity of activities should there be a major reduction in income. The Trustee 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 young people aged 6 to 14 years. If there was a reduction in membership in a 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.

Section C – Objectives and activities

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

The Purpose of Scouting

The purpose of Scouting is to actively engage and support young people in their personal development, empowering them to make a positive contribution to society (Rule 5c.1.2.1, POR).

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

Our development of young people takes place when the 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 objectives

The Group promotes 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 Group operates three Beaver colonies (Hawkeye, Malak and Ringtail), two Cub packs (Diamond and Wolf) and two Scout troops (Gunners and Admirals Own). Sections meet weekly in the evenings during term time, with additional events and activities being run at weekends throughout the year.

We provide an enjoyable, balanced programme of activities, based on the Scout Promise and Scout Law, and guided by adult leadership.

Additional details of the objectives and activities

The Group has an informal policy of providing financial assistance to families who struggle to afford either termly subscriptions or extras (such as, fees for attending camps and other events). Parents and carers are invited to discuss their circumstances (in confidence) with the relevant section leader, the Group Lead Volunteer, or Group Chair.

The Group is run entirely by unpaid volunteers - leaders, Trustees and parent helpers.

Public benefit statement

The Group advances both education and citizenship and community development for the benefit of the public. Our principal beneficiaries are:

- Young people aged 6 to 14 years resident in Bishop's Waltham and the surrounding area, who participate in our Scouting activities.
- Adults resident in Bishop's Waltham and the surrounding area, who volunteer for leadership roles within the Group and receive training and support from the Scouting network.

In managing and administrating the Group's resources, operations and activities, the Trustee Board kept in mind the Charity Commission's guidance on public benefit.

Section D - Achievements and performance

Summary of the main achievements of the charity during this year

2024/25 was another successful year for the Group.

In January 2025, the Group had a total of **170 young people** as members (compared to 177 in January 2024):

- 43 Beavers (6-8 years):
  - Hawkeye: 18
  - Malak: 11
  - Ringtail: 14
- 62 Cubs (8-10.5 years):
  - Diamond: 36
  - Wolf: 26
- 65 Scouts (10.5 to 14 years):
  - Gunners: 32
  - Admirals Own: 33

The Group also operates a waiting list for places.

Alongside its regular weekly term time programme, the Group organised or took part in the following key events and activities:

- **Scout Expedition weekend**, New Forest (19 to 19 May 2024).
- **Bear Grylls Camp** , Lyon's Copse (7 to 9 June 2024) - attended by 120 young people across all sections.
- **Cub Cooking Camp**, Woodend (13 to 14 July 2024).
- **Scout Summer Camp**, Bodmin, Cornwall (10 to 17 August 2024).
- **Jamboree on the internet** (JOTI)(20 to 23 October 2023).
- **Cubs weekend trip to London** (24 to 26 November 2023).
- **Group sleepover** at Winchester Science Centre (13 January 2024) – attended by 124 young people across all sections.
- **Scout Monopoly Run** in London (1 March 2025) – attended by over 50 Scouts and Leaders.
- **Beaver Sleepover** at Jubilee Hall, Bishop's Waltham (22 to 23 March 2025).
- **Cub Activity Day and Sleepover** at the Scout Hut (22 to 23 March 2025).

The Group also participated in, or contributed to, local community and Denewulf District events, including:

- **District St George's Day Parade**, Fareham (21 April 2024).
- B**ishop's Waltham in Bloom** competition (25 May 2024).
- **D-Day 80th Anniversary event**, Bishop's Waltham Palace Grounds (6 June 2024).
- **Denewulf District Beaver Fun Day**, Droxford (14 September 2024).
- **Everett's Copse Working Day** (14 September 2024).
- **Remembrance Day Parade**, Bishop's Waltham (12 November 2024).
- **Lyon's Copse Clean-up Weekend** (29 to 30 March 2025)..

Other notable achievements in the year included:

- Beaver and Cub leaders completed nights away permits.
- Recruitment of new leaders for Beavers, Cubs and Scout sections.
- Articles published regularly in the Bishop's Waltham Parish Magazine highlighting the Group's activities and achievements.
- A successful Scout Hut maintenance morning (13 October 2024).
- Holding the Group's Annual General Meeting and family quiz (15 September 2024).
- Fundraising initiatives:
    - Plant and Cake sale, Red Lion Street (11 May 2024).
    - Bishop's Waltham Carnival (8 June 2024).
    - St Peter's Church Country Fayre (21 September 2024).
    - Bishop's Waltham Junior School Community Fireworks (2 November 2024).
    - Bishop's Waltham Christmas Fayre (28 November 2024).

Section E - Financial review

Treasurer's report

The Group's financial position at the end of the 2024/25 financial year was robust.

In the year ending 31 March 2025, the Group had an operating surplus of £4,829 (£1,326 in 2023/24), flattered by a late donation of £3,000 received from Bishop's Waltham Rotary to fund improvements to the Scout Hut (sound proof panels, new cooker and blinds). £2,242 of this sum has been spent on sound proof panels, leaving a sum of £758 at the year end which will be used to fund the other items in the 2025/26 financial year.

Other points of note:

- Paid for events/camps are shown as an income line in 'Receipts' with a corresponding expenditure line in 'Payments'. In reality these two net out, as the Group aims to recover costs on all activities to which parents are asked to contribute. This year there was a surplus of £1,094, principally from Scout Summer Camp, which will be used to replace broken kit in the 2024/25 financial year.
- The Group's fundraising initiatives in the financial year were particularly successful, with £2,872 being raised (£2,433 in 2023/24).
- The Group's reserves were now on higher interest fixed term deposit, resulting in £887 interest (£212 in 2023/24).
- Utilities costs decreased due to a refund of accumulated credit balances at the end of a three-year electricity contract (£875 compared to £1,241 in 2023/24).
- Pre-paid expense cards were issued to all sections within the Group and the Group Lead Volunteer. These have greatly simplified reclaiming expenditure while maintaining appropriate oversight. The unspent balance on these cards is shown as a cash credit.
- Valuations of both the Scout Hut and the Group's equipment in the accounts are reported as insured values and are therefore notional.

Reserves Policy

As at 31 March 2025, the Group held £1,430 in unrestricted cash funds, with a further £30,267 allocated to a separate deposit account (to benefit from a higher rate of interest).

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

- Continue the charitable activities of the group should income and fundraising activities fall short. The Executive Committee considers that the Group should hold a sum equivalent to at least six months' running costs (circa £15,000).
- Fund significant future Scout Hut maintenance and improvement costs.

Details of any funds materially in deficit

None.

Further financial review details

The Group's main sources of funding during the year were membership subscriptions and fundraising. The Group's current membership subscription is £45 per member (with a £10 sibling discount).

During the year, the Group successfully claimed Gift Aid on membership subscriptions (£3,772).

The Group's income is applied to provide or support the provision of its Scouting activities for the benefit of the public. Its main costs are the annual contribution to Denewulf District, Hampshire Scouts and the Scout Association (£11,684), insurance (£1,806), equipment purchases (£5,280), operating and maintaining the Scout Hut (£5,217), and badge purchases.

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

Section F – Other optional information

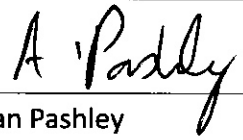
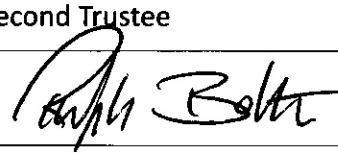
Plans for future periods (details of any significant activities planned to achieve them)

- Recruit new Trustees, leaders and regular parent helpers (succession planning).
- Continue to progress plans to extend and improve the Scout Hut, including adding an extension to the ground floor to provide better equipment storage, improved toilet facilities and additional office space.
- Investigate and secure alternative sources of funding.
- Complete training for and implement Scout Association Transformation programme requirements (changes to governance, volunteering experience, training, and digital strategy).

Section G – Declarations

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

Signed on behalf of the charity's Trustees

	First Trustee	Second Trustee
Signature		
Full Name	Adrian Pashley	Ralph Bolton
Position	Chair	Secretary
Date	August 2025	August 2025

1st Bishops Waltham Scout Group
Receipts and Payments Account

		Year start date		Year end date
	For the year from	1st April 2024 to 31st March 2025		2023/2024

Receipts and payments

		2024/25		2023/24
		Unrestricted funds		Unrestricted funds
Receipts		£		£
Subscriptions, etc				
Membership subscriptions		20,247		18,514
Less:Membership subscriptions paid on (National/County/ District)		11,684		10,209
Net membership subscriptions retained		8,563		8,305
Gift Aid		3,772		3,555
Sub total		12,335		11,860
Paid for events				
Events / camps receipts		26,195		24,148
Sub total		26,195		24,148
Donations & grants				
Donations		315		567
Restricted use donations		3,000		- 0
Other grants				25
Sub total		3,315		592
Fundraising		2,872		2,433
CAF Matched Giving / 200 Club		200		768
Sub total		3,072		3,200
Investment income				
Bank interest		887		212
Property Rent income		300		320
Other investment income				
Sub total		1,187		532
Total Gross Income		46,104		40,332
Asset and investment sales, etc.		- 0		- 0
Total receipts		46,104		40,332

1st Bishops Waltham Scout Group
Receipts and Payments Account

		Year start date		Year end date
	For the year from	1st April 2024 to 31st March 2025		2023/2024

Receipts and payments

	2024/25		2023/24
	Unrestricted funds		Unrestricted funds
	£		£
Payments			
Charitable Payments			
Youth programme and activities	2,003		4,457
Paid For' Events / camps, direct costs	25,101		24,451
Electricity, Gas, Phones	875		1,241
Insurance	1,806		1,765
Repairs and Renewals	4,342		1,045
Materials and equipment	5,280		2,171
Uniforms	1,937		2,495
Fundraising expenses	119		557
Misc including AGM expenses	187		575
Online Youth Manager / OSM			248
Sub total	41,650		39,006
Asset and investment purchases, etc.	- 0		- 0
Total payments	41,650		39,006
Total receipts	46,104		40,332
Operating surplus	4,454		1,326

1st Bishops Waltham Scout Group

Statement of assets and liabilities at the end of the year

	31-Mar-25		31-Mar-24
	Unrestricted funds		Unrestricted funds
	£		£
Cash funds			
Bank current account	1,430		5,550
Expense cards, credit balance	695		
Bank deposit account	30,267		22,386
Cash / Floats	-		
Total cash funds	32,392		27,936
Other monetary assets			
Gift Aid claim awaited	-		

Sub total		-		-	
Investment assets					
Sub total		-		-	
Non monetary assets for charity's own use					
Land and buildings (at insured value)		594,300		566,000	
Scouting equipment, furniture etc (insured value)		22,000		25,150	
Other					
Sub total		616,300		591,150	
Liabilities					
Expenses incurred but not invoiced					
Events / camps paid in advance		-			
Loan - detail					
Other liabilities		-			
Restricted funds yet to be spent		758			
Sub total		758		-	

The above receipts and payments account and statement of assets and liabilities were approved by the Trustees on 8 July 2025 (the date of the Executive Committee meeting that approved the accounts) and signed on their behalf by

Signature		Print Name		
A. Pashley		Adrian Pashley		Chair
Ralph Bolton		Ralph Bolton		Treasurer

Independent examiner's report to the trustees of 1st Bishops Waltham scounts group

I report to the trustees on my examination of the accounts of the 1st Bishops Waltham scounts group for the year ended 31st March 2025..

Responsibilities and basis of report

As the charity trustees of the 1st Bishops Waltham scounts 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 1st Bishops Waltham scount 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 1st Bishops Waltham scounts group as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do 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 note, no physical stock check was completed this year.

Signed: 

Name: Colin Outlaw

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

Address: Harvest Barn Hoe road bishops Waltham Hants So32 1ds

Date: 16/6/25.