

DRAFT VERSION
TO BE FORMALLY APPROVED BY
THE GROUP TRUSTEE BOARD
AT THE AGM ON 16th May 2025

1st Sawbridgeworth Scout Group
Annual Report 2024

Trustees' Annual Report

For the period from (start date) **01.01.2024** to (end date) **31.12.2024**

Charity name

1st Sawbridgeworth Scout Group

Registered charity number (if any)

302582

Charity's principle address

c/o Mr N R Jones (Group Volunteer Lead)

1st Sawbridgeworth Scout Group Headquarters

Kecksys, Sawbridgeworth

Herts

Postcode

CM21 9DT

Names of the charity trustees who manage the charity

Trustee Name	Office (if any)	Dates acted if not for whole year
Mr E Harries	Group Chairman	
Mr T Bill	Group Treasurer	
Mr N Jones	Group Lead Volunteer	
Mr T Payne	Challenger Scout Section Team Member	
Mr E Emery	Blackfoot Cub Section Team Member	
Mr P Overend	Challenger Scout Section Team Member	

Constitution for the 1st Sawbridgeworth Scout Group

Preamble

This constitution describes the role, membership and operation of the Group Scout Council, and the Group Trustee Board. In the interest of openness, especially for new members of the Group Scout Council, the Group Scout Council should re-adopt their constitution at each Annual General Meeting (AGM).

Charitable Objects

Our purpose is to actively engage and support young people in their personal development, empowering them to make a positive contribution to society.

The Group Scout Council and the Group Trustee Board

The Group Scout Council has a governance role for the charity and, in particular, makes Group Trustee Board appointments other than ex officio and co-opted appointments. The Group Trustee Board is responsible for the governance of the charity. Although the Group Trustee Board is responsible for the charity, it is accountable to the Group Scout Council. The Group Scout Council has no Trustee responsibilities.

The Group Scout Council – membership

Membership of the Group Scout Council does not provide any membership status of the Scouts.

Group Scout Council membership

a) The ex officio members of the Group Scout Council are members by virtue of their role in The Scouts:

- all adult members of the Group – see Group roles listed in the Chapter 16 Roles Table of The Scout Association's Policy, Organisation and Rules
- all parents or carers of Beavers, Cubs and Scouts in the Group

b) The appointed members of the Group Scout Council are other supporters of the Group appointed by the Group Scout Council on the recommendation of the Group Lead Volunteer and the Group Trustee Board. The number of appointed members must not exceed the number of ex officio Group Scout Council members. A Group Scout Council does not need to have any appointed members.

c) The County Commissioner has the right of attendance at each Group Scout Council meeting in the County.

d) Membership of the Group Scout Council ends when the:

- member resigns
- member no longer qualifies as a member of the Group Scout Council
- Group Scout Council is dissolved
- Group Scout Council membership is terminated by UK Headquarters following a recommendation by the Group Trustee Board.

e) The total number of appointed members of a Group Scout Council must not exceed the number of ex officio members.

Group Scout Council – Annual General Meeting

Group Scout Council must hold an Annual General Meeting (AGM) within six months of the end of the Group's financial year.

The AGM must:

a) Undertake governance oversight by

- approving the minutes of the previous Group AGM
- adopting (or re-adopting) the constitution of the Scout Group charity.
- noting the dates of charity's financial year
- approving appointed members of the Group Scout Council
- agreeing the maximum total number of members of the Group Trustee Board.

b) Review the previous year by

- receiving from the Group Scout Leader an overview of the past 12 months of activity in the Group
- receiving and considering the Group Trustees' Annual report and the annual statement of accounts approved by the Group Trustee Board.
- Before the AGM, the accounts must have completed their examination by an independent examiner.

c) Make appointments

- appoint a Chair of the Group Trustee Board.
- appoint a Treasurer of the Group Trustee Board.
- appoint other members of the Group Trustee Board.
- appoint (or re-appoint) an independent examiner.

Group Trustee Board - purpose

The Group Trustee Board is a team of volunteers who work together, as charity Trustees, to make sure the Scouts is run safely and legally. At the heart of their role is a focus on strategy, performance and assurance.

Effective Trustee support helps other volunteers run the Scout programme that gives young people skills for life.

Members of the Group Trustee Board must act collectively as charity trustees of their Scout Group, and in the best interests of the charity's members.

Governance roles must be distinct to help manage conflicts of interest. This means that the roles of Group's Chair and Treasurer must be kept separate and be done by two different people.

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

a) 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

b) the charity is operating compliant with POR and the local charity regulator, including effective management of each of the Key Policies listed in Chapter 2 of The Scout Association Policy, Organisation and Rules.

c) young people are meaningfully involved in decision making at all levels

d) the Group has 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 (Rule 4.2.2 of The Scout Association Policy, Organisation and Rules)

The Group Trustee Board members must themselves collectively:

a) develop and maintain a risk register, including putting in place appropriate mitigations

b) ensure that the Group's finances are properly managed, including development and maintenance of appropriate budgets to support the work of the Group

c) maintain and manage:

- a reserves policy for the charity including a plan for use of reserves outside the 'minimum'
- an investment policy for the charity
- a public benefit statement for the charity

d) ensure that people, property and equipment are appropriately insured, and that any property and equipment owned or used by the Group is properly protected and maintained

e) ensure the appointment and management and operation of any subcommittees, including appointing a Chair to lead the sub-committee. This should normally be one of the Group's Trustees.

f) ensure that effective administration is in place to support the work of the Group Trustee Board

g) appoint any co-opted members of the Group Trustee Board

h) ensure transparency of operation, including:

- prepare and approve the Annual Accounts and arrange their examination by an independent examiner and as appointed by the Group Scout Council at their AGM
- prepare and approve the Group Trustees' Annual Report (which must include the Annual Accounts and include the report from the independent examiner)
- present the approved Group Trustees' Annual Report and Annual Accounts to the Group Scout Council for their consideration at the Group's AGM
- following the Group AGM, ensure that a copy of the Group Trustees' Annual Report and Accounts is sent to the District Trustee Board administration and, if the Group is a registered charity, is filed with the appropriate charity regulator (if the regulator's rules require it).

i) take responsibility for the Group's adherence to Data Protection Legislation recognising that, dependent on circumstances, it will at different times act as a Data Controller and as a Data Processor

j) individually and collectively maintain confidentiality regarding appropriate Group Trustee Board business

k) put in place annually an open and transparent selection process to recommend to the Group Scout Council appropriate members to be appointed members of the Group Trustee Board, including Chair and Treasurer.

Group Trustee Board - membership

Subject to the conflict of interest rules, a Trustee may be a member of more than one Trustee Board.

A Group Trustee Board should comprise a maximum of 12 Trustees (the total of all ex officio, appointed and co-opted Trustee Categories), with a minimum of five Trustees. The maximum number of Trustees should be agreed by the Group Scout Council at its AGM.

Each ex officio, appointed and co-opted member of the Group Trustee Board is a charity Trustee of the Group.

People invited to attend a meeting of the Group Trustee Board, or with right of attendance, may be present at the meeting but are not charity Trustees and have no voting rights.

Certain people are disqualified from being charity trustees by virtue of the Charities Acts.

All Trustees must complete learning as specified in Rule 16.2.1, 16.2.3, 16.2.4 of The Scout Association Policy, Organisation and Rules and the Chapter 16 Roles Table. of The Scout Association Policy, Organisation and Rules

The members of the Group Trustee Board are:

a) The Group Lead Volunteer is an ex officio member of the Group Trustee Board.

b) The Group Trustee Board must initiate a selection process to propose a Group Chair to the Group Scout Council for appointment at their AGM.

c) The Group Trustee Board must initiate a selection process to propose a Group Treasurer to the Group Scout Council for appointment at their AGM. The proposal from the Trustee Board is received by the Scout Council at their AGM. The action of the Scout Council is to approve (or not) the proposed name from the Trustee Board.

d) The appointed members of a Group Trustee Board are persons appointed by the Group Scout Council at the Group's AGM. This should follow a selection process initiated and overseen by the Group Trustee Board. The proposal from the Trustee Board is received by the Scout Council at their AGM. The action of the Scout Council is to approve (or not) the proposed name(s) from the Trustee Board.

e) The co-opted members of a Group Trustee Board are persons co-opted annually by the Group Trustee Board. They are not appointed by the Group Scout Council at its AGM. The number of co-opted members must not exceed the actual number of appointed Trustees (excluding Chair and Treasurer).

f) The District Commissioner, the District Chair and the County Commissioner each have the right of attendance at meetings of each of the Group Trustee Boards in the Districts in the County.

Term limits for Trustees are specified in POR rule 5.3.1.6.

If a Trustee Board Chair or Treasurer resigns, then Rule 16.6.3 of The Scout Association Policy, Organisation and Rules must be followed.

Group Scout Council - Conduct of meetings

The Group Scout Council meets at their AGM. It would be unusual for there to be additional meetings of the Group Scout Council.

A Group Scout Council meeting should normally be convened with at least four week's notice. A meeting may be convened on shorter or no notice with the agreement of at least three quarters of the members of the Group Trustee Board.

Group Scout Council meetings are chaired by the Group Chair. If the Group Chair is unable to be present, the Group Chair may appoint a delegate to chair a meeting of the Group Scout Council subject to such appointment being approved at the start of the meeting by a majority of the Group Scout Council members present.

Only Group Scout Council members may vote in Scout Council meetings.

The quorum for a Group Scout Council meeting is agreed by the Group Scout Council at their AGM. If there is no quorum present at a meeting of the Group Scout Council, the meeting must be closed and reconvened at the earliest available opportunity.

Decisions are made by a majority of votes cast by those present at the meeting. In the event of an equal number of votes being cast on either side, the Chair does not have a casting vote and the matter is taken not to have been carried.

All meetings of the Group Scout Council must be properly recorded and minuted.

Group Trustee Board - Conduct of meetings

Meetings of the Group Trustee Board normally consist of 4 between the Group Scout Council (AGM).

Meetings of the Group Trustee Board should be convened on at least two weeks' notice. Meetings may be convened on shorter or no notice with the agreement of at least half of the members of the Group Trustee Board.

Group Trustee Board meetings are chaired by the Group Chair. If the Group Chair is unable to be present, they may appoint a delegate to chair a meeting of the Group Trustee Board subject to such appointment being approved at the start of the meeting by a majority of the members present at the meeting.

Only members of a Group Trustee Board may vote in its meetings.

The quorum for a meeting of a Group Trustee Board is one third of the Trustees (ex officio plus appointed plus co-opted) plus one.

If there is no quorum present at a meeting of the Group Trustee Board, the meeting must be closed and reconvened at the earliest opportunity.

Decisions are made by a majority of votes cast by those present at the meeting. In the event of an equal number of votes being cast on either side, the meeting Chair does not have a casting vote and the matter is taken not to have been carried.

In order to discharge their responsibilities, the Group Trustee Board may meet by telephone or video conference as well as face to face when agreed by the Group Chair. This includes 'hybrid' meetings, where some members are present at an agreed meeting place and others join by telephone or video.

Where urgent matters arise between scheduled meetings of the Group Trustee Board and if it is not practicable to convene a meeting of the Group Trustee Board then an electronic voting method (such as email) is allowed for decision making of the Group Trustee Board when deemed appropriate by the Group Chair. In such circumstances, at least 75% of the members of the Group Trustee Board must approve the decision, and the outcome of the voting must be reported at, and recorded in the minutes of, the next Group Trustee Board meeting.

Summary of the main activities 2024

By maintaining eight sections throughout 2024 (1 Squirrel Dray, 3 Beaver Colonies, 3 Cub Scout Packs and 1 Scout Troop), the 1st Sawbridgeworth Scout Group delivered a wide range of Scouting activities throughout the year for around 187 members.

Additional details of the objectives / activities (optional information) 2024

- policy on grant making;
- contribution made by volunteers.

Summary of the main achievements of the charity during the year 2024

Squirrels

September 2024 saw the opening of 1st Sawbridgeworth's, first Squirrel Drey providing a Scouting opportunity for 4 to 6 year olds in Sawbridgeworth. This is down to the dedication of Team lead volunteer Sarah W (Bobcat) and two brand new to Scouting team volunteers Carina W (Chipmunk) and Victoria N (Pika).

We launched on the 12th of September 2024 and what an amazing journey it has been. All 12 new squirrels and volunteers have responded with enthusiasm, creativity and dedication, facing a range of challenges and continuing to have an exciting time week after week.

Our first sessions were focused on making friends and getting to know what Scouting is about. We made indoor campfires, learnt campfire songs, found out all about scouting across the world, and played so many games, also not forgetting building a large cardboard den which went towards their Brilliant builder badge.

On the 24th of October 2024, looking super smart in their brand, new uniform, 11 Squirrels were invested into 1st Sawbridgeworth Red Squirrel Drey, proudly supported by their volunteers, parents and family. The Squirrels were also visited by the Mayor of Sawbridgeworth who joined in with the games, craft and reading the Squirrel story.

The Squirrels participated in their first Remembrance Day parade, and we couldn't have been prouder at how well they represented the group.

The remainder of the term was spent exploring a range of different festivals for our Let's celebrate badge which included challenging ourselves to try new foods. (We found out no one likes seaweed but

everyone likes mango), going on a bear hunt in the dark and finding out all about real life superheroes. We were lucky enough to be visited by a Fireman who let all the squirrels try on the uniform and answered so many questions.

Red Squirrel drey also participated in the Christmas tree festival at Great St Marys Church, with a fantastic giant Squirrel tree in which they came second.

Throughout this term we saw the confidence of each squirrel grow, building on their team and leadership skills.

The spring term brought even more adventure and excitement, Pika and Chipmunk were invested into the Red Squirrel Drey, we made Ice cream in a bag, went to superhero training school, decorated animal pancakes, learnt how to use a fire striker and cook toast and went on a family hike round

Sawbridgeworth while spotting key points of interest. We were lucky enough to spend an evening at the library dressed as our favourite book characters, making up stories, designing bookmarks and working towards our Story time badge.

In addition, the squirrels were invited to the Beaver activity day, they loved building dens, making dreamcatchers and singing around the fire.

This has been an amazing start to Squirrels for 1st Sawbridgeworth and we look forward to the number of Squirrels and volunteers increasing, the enthusiasm from the Squirrels for badges and addressing all challenges is unending and are very excited about our adventures in the future.

Beavers

Activities for the Spring 2024 programme included activities towards the Space badge including creating star constellation shapes and Space themed outdoor fun with "Muddy Manoeuvres in the Dark" at Pishiobury Park. This was followed by a fun learning set of activities towards the Money Skills badge and regular favourites of Egg themed Games, Pancake fun, lighting fires. Builder Badge sessions gave the Beaver Scouts a chance to plan & create a build at home and show it off to all the other Beaver Scouts the following week. We were truly amazed by the creativity of the Beaver Scouts (& their parents)! Beaver Scouts and their parents enjoyed a full day of bushcraft at Priory Woods in April, where activities included fire lighting with natural materials, basic cooking on the fire, den / shelter building & a wide game.

Key activities for the Summer 2024 Programme included joining in at a District 2 night Beaver/Parent camp at "Thriftwood Scout Activity" centre. Activities for Beaver Scouts included climbing, pedal cars, cave bus, paracord fun, "muddy" giant ball time, the famous "Cresta" cart run and the usual campfire, marshmallows and singing to finish off the day. Despite torrential rain during the Saturday, Beaver Scouts and their parents maintained a sense of fun and togetherness before spending a drier night under the stars (on this occasion, there were still both clear skies). The activities and catering were all planned and supported by District Beaver Leads and Team members, so our special thanks to them for all their hard efforts.

The term also included a special challenge hike, where 2 different large groups set off from Sawbridgeworth and High Wych and met up at the Rivers Orchard (almost simultaneously)! This was followed by a tasting of Rivers Orchard apple juice and a talk from Colin, the local Rivers Orchard expert who explained all about the history of the orchard and took interesting questions from the Beaver Scouts. Our thanks to them for this opportunity. During our weekly sessions, they achieved their Campcraft badge, Hikes badge stages and their Outdoor and Adventure Challenge badges, with a high proportion of time being outdoors, despite more unpredictable summer rain this term! The trip to the Gibberd Garden was enjoyed by all the Beaver Scouts and their parents; it remained fine that day and many said they would love to go there again to see more of the sculptures and fabulous flora and fauna. The regular St George's Day and May Fair events were well attended by the Beaver Scouts, we were very proud of their behaviour at the parade and service. The term finished with a sport day session, an end of term party and a visit with pond dipping at Hatfield Forest. Thanks to Nick for organising this.

Autumn term 2024 started off with a fun trip to the North Weald Miniature railway on a glorious sunny evening where all sections were able to experience a fun trip on the miniature trains through a glade of animals, railway memorabilia and lovely fauna. This proved to be a real favourite with the Beaver Scouts and the leaders/helpers! Key activities for the Autumn 2024 programme again included outdoor fun and learning with fire lighting, a litter picking session in all the Sawbridgeworth parks and around the Bullfields area roads. Well done and special thanks to all regular litter picking Scout families who support the Sustainable Sawbridgeworth and Tidy Up Sawbridgeworth initiatives.

The Beaver Scouts and family members attended the parade and Harvest Festival at the Sawbridgeworth Evangelical Congregational Church and contributed food donations towards the Food Hub run by volunteers at the church for those in need. They also attended the annual Remembrance Parade and Service, again their attendance and behaviour was superb. The Sawbridgeworth Lights On event is a regular feature of the Sawbridgeworth Winter calendar, the Beaver Scouts again enjoyed making lanterns to be displayed in Gt. St Mary's church at the event, which was a wonder to behold again!

The term finished with a joint party with a special visit and performance from Andy Clockwork (the magic man). Great fun was had by all a great way to break for Christmas!

Well done to all the Beaver Scouts, thanks to their amazing leaders and fantastic help from so many parents to enable a great 2024 Scouting year! Thanks also to our regular young leaders and DoE volunteers, your support is really valued by us and the Beaver Scouts!

Cubs

Key activities for the Spring 2024 programme included Home help, Fire Safety, Disability badge night, AirFix Model building, a night hike and an international themed inter-pack Cooking competition. The Cubs enjoyed a fabulous Spring Camp Activity Day with Fires, Shelters and active fun in the woods. Special thanks to Andy E for all his efforts to make these happen. There were our regular spring favourites of Chinese New Year and Pancake fun. Pioneering skills and a visit to Sawbridgeworth Fire Station to further their pioneering and Fire safety skills completed this term's programme activities.

Key activities for the Summer 2024 Programme included a trip to Pishiobury Park for some natural Art activities, map & compass learning with maps & navigation skills, a Bushcraft night at Priory Woods, whittling and campcraft, a "Tour de Cubs" on their bikes, a trip to Hatfield Forest and a Group Cub Camp (Cub Quest) at Thriftwood Scout Activity Site where the Cubs enjoyed the adventurous outdoor activities, fires and a dragon-making competition. The Cub Packs also had great fun either kayaking/rafting at the Essex Outdoor Centre later in the term. The usual St George's Day and May Fair events were well attended by the Cub Scouts, we were very proud of their behaviour at the parade and service. A small overnight night Cub/Leader/Helper camp was held at Thriftwood Scout Activity Site late in July, where they enjoyed archery, axe throwing & some well-deserved downtime.

Key activities for the Cub Autumn 2024 programme kicked off with lighting fires, a Sawbridgeworth Road Safety Hike and Chips night, followed by a Build & Games session, a special Young Leader creative night (thanks to YL Freya for this at Mohawk), Bird Feeder making, Astronomy Night and many fun and active Games sessions (run by Young Leader Eddie at Mohawk by popular vote from the Cubs). It seems jump rope is still at the top of the list! All packs engaged their young leaders to run Games and activities as often as session time allowed! Thanks go to Teddy, Harry and Ed for their support for Blackfoot Pack and Isla for her help at Cheyenne Pack.

Blackfoot Pack also ran a Disaster night, which was great fun and a useful learning opportunity. They

also enjoyed a Sixers Night where Gil (an established Sixer) ran a competition to make the best Chocolate Pancake Showstopper cake! Well done Gil, this was such fun and the outcome was delicious! The talent shows were followed up with some Christmas activities and the popular sweetie bingo, Cheyenne even managed to make Lebkuchen ably directed by their cooking expert lead volunteer Ross.

Big thanks again to all Lead Volunteers, Team Assistants and Parent Helpers who gave the support to make the practical sessions safe & fun; your continued support is much needed and appreciated. Again, special thanks to all our Young Leaders who attend every week and help run activities, your ideas and time offered is truly appreciated by leaders, parents and the especially the Cub Scouts!

Scouts

As usual the two Troops ran a mutual programme covering all 'normal' Troop evenings, camps and major activities during the Spring Term. After Easter the two Troops merged together under the Challenger name, the reason for the change was there were insufficient adults to successfully run two Troops.

Spring Term 2024

The programme for Spring Term concentrated on the Creative Challenge and Expedition awards.

For the Creative Challenge award we made Bird Feeders, attempted to 'Promote Scouting' through Art and had a cooking night making and eating traditional Pancakes.

For the Expedition Challenge award we learnt about Route planning and using Maps, how to correctly pack a Rucksack, and the safe use of light weight stoves.

The older Scouts then completed the challenge with an Expedition to Priory Woods over the third weekend in March, putting all their knowledge to the test.

On a lighter note we attended a District Swimming night at the Bishop's Stortford College and went to the Harlow Leisurezone to take part in the Vertigo challenge, taking on the 19 exciting climbing challenges designed to test strength and determination.

To complete the term we had a joint Troops games night, so that members of both Troops would know each other when the two Troops merged after the Easter break.

Summer Term 2024

At the start of the term we had a visit from the Spirit of the Wild team who brought along a load of wild animals for us to learn about. These included eagles, owls, hawks, parrots, tarantulas, snakes, bats and meerkats. All of the Scouts had the chance to handle the animals and learn more about them.

In late April we had a Spring Camp at Tolmers. It was pretty chilly and occasionally wet over a weekend, but we didn't let the weather dampen our spirits. As it was quite an early weekend in the season we basically had the whole site to ourselves and to keep us busy we made good use of the onsite activities like Caving, Archery, Aeroball and the Rolling Rock (climbing wall). We also went on a local Ramble through Northaw Great Wood in the sunshine!

As the summer term progressed we did many of our favourite summer evening activities like launching bottle rockets, strolling along the river Stort from the Moorhen back to the HQ, cycle maintenance evening in preparation for our annual cycle ride exploring the cycle paths and routes around Harlow on the longest day.

Tom Eaton (District Instructor) brought along several different types of Tomahawks (axes) for the Scouts to learn how to throw safely.

We had two evenings out on the river with Whoosh Canoe Club, the first evening was for more experienced paddlers, who paddled up to Spellbrook Lock before returning. The second night was for all and by the end of the night everyone could just about paddle in a straight line. Some managed to go all the way to Tednambury Lock and back (about 5 km).

Just in case anyone had missed the weekend camp, we had a night Fire lighting and outdoor cooking at the HQ on a balmy May evening.

Towards the end of the term we had an exciting evening bumbling at the Essex Outdoors Harlow centre. Bumbling is basically inland coasteering, swimming in the river with loads of silly games and challenges like sliding down the slippery slope into the dock, wild water polo and jumping off the bank into large rubber rings.

We concluded the term with our traditional family BBQ, Widegame and Investiture and Awards night at the Priory Woods campsite.

Autumn Term 2024

Autumn term saw us continuing with the Creative Challenge awards, with patrols creating a comic book promoting a Scouting Adventure, building and flying model aircraft, scripting and performing in their own play or campfire stunt.

Another night was Trades Nights where we all got to try out being a carpenter, electrician or plumber.

There was a Quiz night and finally Christmas craft to complete the challenge badge.

Several Scouts helped out at the Apple day in Rivers Nursery (World Challenge Badge) or joined in with the Tidy-Up Sawbridgeworth (TUS) Community event.

For a change to our normal inside meetings we had a night time Ramble from the Bell Street car park through Pishiobury Park to see the Super Moon on a crisp October evening.

For our main Autumn camp we had a weekend camp at the Two Mile Bottom Scout campsite in Thetford forest, during the half term break. We stayed in a nice building, just in case the weather was inclement. We made good use of the onsite activities; Rifle Shooting, Tomahawk throwing, Archery and Crossing the Two Tyre Ravine. However we still had plenty of time to practise our fire lighting and go for a short local ramble on Saturday. Saturday evening we had a session paracording before watching Harry Potter film before bedtime.

We entered a team at the annual Green Beret challenge weekend. The competition was held at Tolmers and this time the weather was quite kind, if a bit wet underfoot. Our team made it into the top 30, considering there were over 150 teams altogether, that's a good achievement.

Mid-November saw us turn our attention to the annual Cooking Competition which ties in with the cooking section of the Creative Challenge award. This year we had William the District Commissioner, plus the Sawbridgeworth Mayor and Deputy Mayor, all wanting to come and judge the competitions. As usual the judges had a hard job deciding the winners of the competition due to the excellent cooking and team work of all the Patrols.

The year concluded with a Christmas party on our last meeting night of the term. The theme was 'How bad is your Onesie or Christmas Jumper? No Uniform allowed! With pizza and silly Christmas games, great fun was had by all.

Statement of the charity's Financial reserves and investment 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 12 months running costs.

At the end of the year, income reserves amounted to £26,555.18 plus £35,408.18 in the Building Contingency fund.

Public Benefits Statement

1st Sawbridgeworth Scout Group is part of a national movement open to young people 6 - 14 and adults who are willing to make the Scout promise. People in deprived circumstances are able to benefit from our programme, and accessing our benefits is not constrained by a members ability to pay a subscription.

Declaration

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

Signed on behalf of the charity's trustees

Signature		
Full name	Eifion Harries	Timothy Bill
Position	Chairman	Treasurer
Date	16/5/25	16/5/25

D Receipts and Payments Accounts

CC16a

For the period from (start date) 01.01.24 to (end date) 31.12.24

(A1) Receipts

Budget 2024		Unrestricted Funds 2024	Unrestricted Funds 2023
	MEMBERS SUBSCRIPTIONS		
11,000	Subs from Sections	10,629.16	11,935.52
0	Less Levy Paid	0.00	0.00
11,000		10,629.16	11,935.52
	INVESTMENT INCOME RECEIVED		
0	Go Cardless Fees	0.00	0.00
7,800	Hall Rent	8,220.00	8,200.00
7,800		8,220.00	8,200.00
	DONATIONS / GRANTS		
0	Donations	0.00	0.00
0	Discount on Levy	0.00	0.00
3,000	Gift Aid	0.00	0.00
3,000		0.00	0.00
	ACTIVITIES		
3,400	Group Activities	9,788.81	6,489.25
3,400		9,788.81	6,489.25
	FUND RAISING (gross)		
0	Fund Raising	1,120.96	2,363.15
0		1,120.96	2,363.15
	OTHER INCOME		
0	Miscellaneous	549.15	333.91
0		549.15	333.91
	SUNDRY RECEIPTS		
0	Miscellaneous	0.00	0.00
0	Transfer of funds	0.00	0.00
0		0.00	0.00
25,200	TOTAL RECEIPTS FOR THE YEAR	30,308.08	29,321.83

Receipts and Payments Accounts

CC16a

For the period from (start date) 01.01.24 to (end date) 31.12.24

(A2) Payments

Budget 2024		Unrestricted Funds 2024	Unrestricted Funds 2023
	PREMISES		
5,000	Electricity	3,774.39	3,759.35
1,500	Insurance	1,428.88	1,113.16
4,000	Building Repairs/Maint	3,588.69	3,422.88
150	Water	207.82	118.22
<u>10,650</u>		<u>8,999.78</u>	<u>8,413.61</u>
	DONATIONS / GRANTS		
0	Donations	0.00	0.00
<u>0</u>		<u>0.00</u>	<u>0.00</u>
	ACTIVITIES		
4,000	Group Activities	15,386.69	12,276.17
0	Loan Repayment	0.00	0.00
0	Training	0.00	0.00
<u>4,000</u>		<u>15,386.69</u>	<u>12,276.17</u>
	FUND RAISING EXPENSES		
200	Fund Raising	30.00	30.00
<u>200</u>		<u>30.00</u>	<u>30.00</u>
	ADMINISTRATION / ESTABLISHMENT EXPENSES		
300	Administration	278.00	298.00
0	Cleaning	0.00	0.00
756	Lease	755.94	450.00
9,632	Annual Levy	10,309.00	9,632.00
<u>10,688</u>		<u>11,342.94</u>	<u>10,380.00</u>
	PURCHASE OF CAPITAL EQUIPMENT		
3,000	New Equipment	1,745.93	2,607.14
0	New Build	0.00	0.00
<u>3,000</u>		<u>1,745.93</u>	<u>2,607.14</u>
	SUNDRY PAYMENTS		
2,000	Badges	1,654.06	1,759.25
0	Miscellaneous Expenditure	858.58	324.80
0	Contingencies	0.00	0.00
<u>2,000</u>		<u>2,512.64</u>	<u>2,084.05</u>
<u>30,538</u>	TOTAL PAYMENTS FOR THE YEAR	<u>40,017.98</u>	<u>35,790.97</u>

Receipts and Payments Accounts

CC16a

For the period from (start date) 01.01.24 to (end date) 31.12.24

Receipts and Payments summary

	Unrestricted Funds 2024	Unrestricted Funds 2023
TOTAL RECEIPTS FOR THE YEAR	30,308.08	29,321.83
TOTAL PAYMENTS FOR THE YEAR	<u>40,017.98</u>	<u>35,790.97</u>
NET RECEIPTS FOR THE YEAR	-9,709.90	-6,469.14
CASH, BANK & SIMILAR FUNDS LAST YEAR END	<u>61,778.76</u>	<u>68,247.90</u>
CASH, BANK & SIMILAR FUNDS THIS YEAR END	52,068.86	61,778.76

Receipts and Payments Accounts

CC16a

For the period from (start date) 01.01.24 to (end date) 31.12.24

(B) Statement of Assets and Liabilities at the end of the period

	2024	2023
B1 CASH FUNDS		
Cash in Hand / Floats	0.00	0.00
Treasurer's A/C	52,068.86	61,778.76
Business A/C	0.00	0.00
Scout Association Short Term Investment Service	0.00	0.00
	<u>52,068.86</u>	<u>61,778.76</u>
B2 OTHER MONETARY ASSETS		
n/a	0.00	0.00
	<u>0.00</u>	<u>0.00</u>
B3 INVESTMENT ASSETS		
n/a	0.00	0.00
	<u>0.00</u>	<u>0.00</u>
B4 ASSETS RETAINED FOR CHARITY'S OWN USE		
Motor vehicles	0.00	0.00
Scouting equipment, furniture, etc.	18,635.80	19,410.89
	<u>18,635.80</u>	<u>19,410.89</u>
TOTAL ASSETS	<u>70,704.66</u>	<u>81,189.65</u>
B5 LIABILITIES		
n/a	0.00	0.00
	<u>0.00</u>	<u>0.00</u>
TOTAL LIABILITIES	<u>0.00</u>	<u>0.00</u>

The above receipts and payments account and statement of assets and liabilities were approved by the Trustees at the meeting of the 1st Sawbridgeworth Group Executive on xxxx 2020 and signed on their behalf by:

Trustee and position

Eifion Harries - Chair
Nick Jones - Group Scout Leader

Signature


NL Jones

Date

16/5/25
16/5/25

Independent Examiner's Report to the Trustees of the
1st Sawbridgeworth Scout Group
(Registered Charity No 302582)

I report on the accounts of the 1st Sawbridgeworth Scout Group ('the charity') for the year ended 31st December 2024, which comprise the Receipts and Payments Account, the Balance Sheet and related notes. This report is made solely to the Trustees in accordance with Section 145 of the Charities Act 2011. My work has been undertaken so that I might state to the charity's Trustees those matters I am required to state to them in an Independent Examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the charity and the charity's Trustees for my examination work.

Respective responsibilities of Trustees and Examiner

As the charity's Trustees you are responsible for the preparation of the accounts; you consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

- ◆ examine the accounts (under Section 145 of the Charities Act);
- ◆ to follow the procedures laid down in the General Directions given by the Charity Commission (under Section 145(5)(b) of the Charities Act); 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 Commission. That examination includes a review of the accounting records kept by the charity and a comparison of the accounts with those records. It also includes considering 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 no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

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 requirements
 - to keep accounting records in accordance with Section 130 of the Charities Act; and
 - to prepare accounts which accord with the accounting records and comply with the requirements of the Acthave not been met; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



D L A Sheppard BA (Hons), FCA
21 Avenue Road
Bishop's Stortford
Hertfordshire
CM23 5NT
2nd May 2025