

Trustees' Annual Report

A. Reference & administration details

The 1st Stanstead Abbots & St. Margaret's Scout Group, Scout Association registration number 11590, is a charity registered with the Charity Commission for England & Wales, registration number 302583.

This document is the Trustee's Annual Report for the period 1 January 2024 to 31 December 2024.

The charity's principal address is the Scout Headquarters, Marsh Lane, Stanstead Abbots, Hertfordshire SG12 8QT.

Charity trustees for 1 January – 31 December 2024

Trustee Name	Office
Gavin Miles	Chair (resigned Dec.'24)
Anne Sauntson	Treasurer
Will Drury	Group Lead Volunteer
Neil Johnson	
Debbie Gilbert	
Elaine Alles	
Mara Hougham	
Sinead Slater	
Mark Watt (resigned Jan.'25)	
Clare Johnson	
Oliver Combellack	

B. Structure, governance & management

Governing document

The Group's governing documents are those of the Scout Association and the constitution of the Group. They consist of a Royal Charter, which in turn gives authority to the Bye Laws of the Association and The Policy, Organisation and Rules of The Scout Association.

How the charity is constituted

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

Trustee selection methods

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

Additional governance information

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.

The Committee consists of three independent representatives, Chair, Treasurer and Secretary together with the Group Scout Leader, section leaders and parents' representation and meets approximately ten times a year.

Members of the Trustee Board complete trustee introduction training within the first five months of joining the committee.

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

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

Trustees' Annual Report

for 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. The Group has sufficient buildings and contents insurance in place to mitigate for permanent loss.

Injury to leaders, helpers, supporters and members. Risk assessments are undertaken before all activities. The Group through the annual membership fees contributes to the Scout Association's national personal accident and medical insurance policy and its third-party liability insurance policy.

Reduced income from fundraising. 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 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 all young people aged 4 to 14. If there was a reduction in membership in a particular section or the Group as whole then there would have to be

a contraction, consolidation or closure of a section. In the worst-case scenario, the complete closure of the Group.

C. Objectives & Activities

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 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.

D. Achievements & Performance

The main activities and achievements of the Group are described elsewhere in the report.

Trustees' Annual Report

E. 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 Trustee Board considers that the Group should hold a sum equivalent to 12 months running costs, circa £10,000.

Investment policy

The Group does not have sufficient funds to invest in longer-term investments. The Group has therefore adopted a risk-averse strategy to the investment of its funds. All funds are held in cash using only mainstream banks or building societies.

Declaration

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

Signed on behalf of the charity's trustees

Will Drury
Group Lead Volunteer & Group Chair

Debbie Gilbert
Group Lead Volunteer

Neil Johnson
Group Lead Volunteer

30th May 2025

Statement of Financial Activities and Balance Sheet

Receipts and payments			
		2024	2023
		Unrestricted funds	Unrestricted funds
		£	£
Receipts			
Donations, legacies and similar income			
Membership subscriptions		19,955	18,478
Donations		780	1,380
Gift Aid		4,590	3,829
Other similar income		-	-
Sub total		25,325	23,687
Grants			
Maintenance grant		-	-
Other grants		1,300	-
Sub total		1,300	-
Scout Group Activities			
Scouts		3,950	3,242
Cubs		1,982	1,846
Beavers		632	834
Squirrels		-	430
District Camp		-	2,761
Purchase of uniforms		89	-
Sub total		6,653	9,113
Fundraising events (gross)			
County Lottery		-	-
Quiz night		216	-
AGM income		288	284
Coronation Festival		-	160
		504	444
Scout hut income			
Hire of building		-	-
Hire of equipment		-	772
Sub total		-	772
Investment income			
Bank interest		571	315
Sub total		571	315
Total Gross Income		34,353	34,331
Asset and investment sales, etc.			-
Total receipts		34,353	34,331

Receipts and payments

	2024	2023
	Unrestricted funds	Unrestricted fund
	£	£
Payments		
Charitable Payments	136	136
Membership subscriptions paid on (National/County/Area/District)	8,496	6,848
Youth programme and activities	10,906	10,036
Cleaning and refuse disposal	1,901	1,949
Water and Sewerage	375	389
Electricity and Gas	1,513	1,043
Insurance	1,874	2,462
Repairs and Renewals	919	173
Broadband	466	400
Other HQ costs	407	39
Materials and equipment	2,281	1,527
OSM/Go Cardless annual costs	342	329
Contribution to camp costs	-	2,321
Uniforms and badges	1,618	2,164
Training	50	
AGM expenses	1,448	949
Garden equipment	119	304
Loss on credit cards (repaid in 2025)	217	
Administration and general expenses	366	296
Sub total	33,434	31,229
Fundraising expenses		
Coronation Festival		27
Other fundraising costs	-	-
Sub total	-	27
Total Gross Expenditure	33,434	31,256
Asset and investment purchases, etc.	-	-
Total payments	33,434	31,256
Net of receipts/(payments)	919	3,074
Cash funds last year end	45,094	42,020
Cash funds this year end	46,013	45,094

Statement of assets and liabilities at the end of the year

	31st December 2024	31st December 2023
	Unrestricted funds	Unrestricted funds
	£	£
Cash funds		
Bank current account	2,386	4,989
Bank deposit account	43,112	39,740
Credit cards	515	365
The Scout Association Short Term Investment Service	-	-
Cash/Floats	-	-
Total cash funds	46,013	45,094
(agree balances with receipts and payments account)	ok	ok
Other monetary assets		
Tax claim	-	-
Debts due from the County/Area/District/Group	-	-
Insurance claim	-	-
Sub total	-	-
Investment assets		
Investment property - detail	-	-
Quoted investments	-	-
Other investments - detail	-	-
Sub total	-	-
Non monetary assets for charity's own use		
Badge stock	-	-
Shop stock	-	-
Other stock	-	-
Land and buildings	-	-
Motor vehicles	-	-
Scouting equipment, furniture etc	-	-
Other	-	-
Sub total	-	-
Liabilities		
Accounts not yet paid	-	-
Expenses incurred but not invoiced	-	-
Subscriptions not yet paid	-	-
Loan - detail	-	-
Other liabilities	-	-
Sub total	-	-
Total net assets	46,013	45,094

Independent Examiner's Report

Independent examiner's report to the trustees of Ware District Scout Council

I report to the trustees on my examination of the accounts of the Ware District Scout Council for the year ended 31st December 2024.

Responsibilities and basis of report

As the charity trustees of the Ware District Scout Council, 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 Ware District Scout Council 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 Ware District Scout Council 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: Geoffrey Addy

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

Address: 34 Furlong Way, Great Amwell, Ware SG12 9TF

Date: 13th May 2025