

Trustees' Annual Report

For the period

From (start date)

0	1	0	4	2	4
---	---	---	---	---	---

to end date

3	1	0	3	2	5
---	---	---	---	---	---

Section A

Reference and administration details

Charity name

1st Garlinge Scout Group

Other names the charity is known by

Registered charity number (if any)

3 0 3 4 1 8

HQ registration number

--	--	--	--	--	--	--	--

Charity's principal address

23 ROMAN ROAD

RAMSGATE

Postcode

C T 1 2 6 A R

Names of the charity trustees who manage the charity

(These will be published in the annual report of the charity and the Charity Register if reporting for a Registered Charity with a charity regulator)

	Trustee Name	Office (if any)	Dates acted if not for whole year
1	Gemma Girdler	Chairperson	8
2	Maria Churchill	Aministrator	8
3	Teresa Johns	Group Lead Volunteer	4
4	Claire Godden	Treasurer	3
5	Joe Bathurst		4
6	Noel Kernan		1
7			
8			

Names and addresses of advisers (optional information but encouraged as best practice)

(These will be published in the annual report of the charity)

Type of advisor	Name	Address
Assistant GLV	Ben Churchill	
Auditor	Ian Curtis	
Solicitor	Elliott Aish	c/o Boys and Maughn Ramsgate

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.

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 and 6 Trustees (including 1 Ex Officio Trustees, and currently no co-opted Trustees) and meets every 2 months. We are currently in the process of recruiting 2 additional trustees to bring our numbers to a total of 8.

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.

Section B	Structure, governance and management (continued)
	<p>Risk and Internal Control (Specimen 1)</p> <p>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:</p> <p>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.</p> <p>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.</p> <p>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.</p> <p>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.</p> <p>Reduction or loss of members. The Group provides activities for all young people aged 4 to 14, and work in partnership with the district provision for young people aged 14 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.</p> <p>Risk and Internal Control (Specimen 2)</p> <p>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.</p>

Section C	Objectives and activities
Summary of the objects of the charity set out in its governing document	<p>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.</p> <p>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.</p> <p>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.</p>
Summary of the main activities in relation to these objects	<p>Every section has a balanced, active programme, which incorporates activities, camps and volunteering in the local community to promote teaching young people skills for life. Inclusive of cooking, mapping, planning and completing of expeditions, completion of badge work and attendance of national and international jamborees.</p>
Additional details of the objectives and activities (optional information but encouraged as best practice)	
<p>You may choose to include further statements, where relevant, about:</p> <ul style="list-style-type: none"> • policy on grantmaking; • contribution made by volunteers; • policy on investments. 	<p>The group has a large amount of volunteers who contribute to making 1st Garlinge Scout Group as successful as it is. With one of our volunteers having given their time with over 30 years of service. Many have achieved long service awards from the Scout Association, recognising the time given to helping nurture and encourage young people.</p>
Public benefit statement	<p>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.</p>

Section D	Achievements and performance
-----------	------------------------------

Summary of the main achievements of the charity during the year	<p>Several young people have achieved their Chief Scout Award this year, including 2 Acorns, 2 Bronze, 3 Silver and 4 Gold. The squirrel Drey held their first sleepovers giving the youngest members of the group time to learn vital life skills with the Scout section performing amazingly well in the annual Adut compition. The groupas a whole was largely represented at local Gangshow, showcasing many of our talented young people in the performing Arts sector. Community outreach has been high, with beach cleans and litter picks for local organised events.</p>
---	---

Section E	Financial Review
-----------	------------------

Brief statement of the charity's policy on reserves	<p>Reserves Policy</p> <p>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 3 months running costs, circa £2600.</p> <p>The Group held reserves of approximately £450 against this at year end. This is below required for operating expenses. However this can be explained by the reserve account being used to cover large maintenance costs with our floor repair. The money was then recuperated through fundraising efforts, but not transferred back to the reserve account, by financial close.</p>
Quantify and explain any designations	
Details of any funds materially in deficit (circumstances plus steps to eliminate)	<p>Budgets are becoming tighter, due to increase in overheads and running costs. The Trustees are taking steps to keep expenditure to a minimum, with the increase of Subs help cover costs. Change of utility providers to save money on monthly outgoings and looking at good practice of multiple quotes for external work to provide best value.</p>

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 (Specimen 2)

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.

The group fundraises through various events throughout the year, including but not exclusive to supermarket bag packs, summer / christmas fairs, beetledrives, quiz nights, community outreach

Section FOther Optional Information

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

Section GDeclaration

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

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Gemma Girdler	Claire Godden
Position (eg Secretary, Chair)	Chairperson	Treasurer
Date	D D M M Y Y	

**1st Garlinge Scout Group
Income and Expenditure Account
For The Year Ended 31st March 2025**

Income			Expenditure		
	£	£		£	£
Subs		13,351.00			
Activities		2,152.00	Activities		4,195.95
Nights away		2,880.00	Nights away		3,290.71
Competitions		0.00	Competitions		70.90
Major camps		6,133.73	Major camps		7,476.19
Badges & uniform		415.72	Badges & uniform		2,024.74
Fund raising		10,093.81	Fund raising		5,044.56
Donations		2,063.92	Donations		0.00
			Capitation		8,985.47
Hut Usage income		2,774.50			
Interest received		7.57			
TDC		337.50			
			Utilities:		
			Rent		3,000.00
			Rates		56.14
			Water rates		546.03
			Insurance		965.67
			Electricity		2,145.98
			Property maintenance		3,945.58
Sundry Income		2,674.03	Sundry expenses		2,055.71
		<u>42,883.78</u>			<u>43,803.63</u>
Opening Balances @ 1st April 2024			Closing Balances @ 31st March 2025		
Group	Cash	15.20	Group	Cash	0.00
	Current	874.75		Current	1,097.71
	Reserve	1,332.65		Reserve	455.01
	Fund raising	5,472.31		Fund raising	4,131.52
Sectional			Sectional		
	Squirrel	590.25		Squirrel	557.36
	Canadian	617.46		Canadian	181.56
	European	606.13		European	171.29
	Ravens	2,497.68		Ravens	2,278.22
	Wolves	404.08		Wolves	1,450.68
	Scouts Badens	1,784.43		Scouts Baden	2,644.27
	Scouts Powells	4,055.77		Scouts Powell	4,348.04
	Exploreres RAMS	<u>0.00</u>		Exploreres RAMS	<u>0.00</u>
Total group funds		18,235.51	Total group funds		17,315.66
		<u>£ 61,119.29</u>			<u>£ 61,119.29</u>

Treasurer: Claire Godden

Signed:

C Godden

Kind regards

Ian Curtis FMAAT

Senior Accountant and Office Manager



The Stella Maris Suite, Pierremont Hall, Broadstairs, Kent CT10 1JX • [01843 608081](tel:01843608081) • www.mmpaccountants.co.uk



This email and any attachments to it may be confidential and are intended solely for the use of the individual to whom it is addressed. Any views or opinions expressed are solely those of the author and do not necessarily represent those of Michael Martin Partnership. If you are not the intended recipient of this email, you must neither take any action based upon its contents, nor copy or show it to anyone. Please contact the sender if you believe you have received this email in error. Michael Martin Partnership is a trading name of MMP Ltd which is a private limited company registered in England and Wales (Company No: 04983775). Registered Address: 18/20 Canterbury Road, Whitstable, Kent, CT5 4EY. Offices at Whitstable and Broadstairs.