

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	3rd Squirrels Heath (Gidea Park Methodist) Scout Group
Other names the charity is known by	
Registered charity number (if any)	3 0 3 7 0 6
HQ registration number	1 1 3 5 1
Charity's principal address	Robert Falcon Scott Lodge Rear of 458 Upper Brentwood Road Gidea Park, Romford Essex Postcode R M 2 6 J B

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	Trustee Name	Office (if any)	Dates acted if not for whole year
1	Nicola Morgan	Treasurer	18/02/2020
2	Neville Lamkin	Group Lead Volunteer	15/06/2016
3	Gail Bailey	Cub Section Team Leader	29/09/2024
4	Picklu Roychoudury	Chair	29/02/2024
5	Corinna Raczkowiak	Beaver Section Team Leader	
6	Kim O'Brien	Squirrels Section Team Leader	
7	Sasha Timmermans	Parent Representative	
8	Jennifer Twine	Parent Representative	
9	Robert Spink	18-24 Representative	
10	Theresa Lamkin	Administrator	15/06/2016
11			
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13			
14			
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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
Building Fabric	Richard Agombar	
Fire Protection Consultant	Colin Richardson	London Fire Extinguishers The Old Toll Gate, Basin Road, Maldon, Essex CM9 4RG
Asbestos Survey Consultant	Falgun Kadir	Harts Waste and Asbestos Removal Ltd Chase Side, London, N14 5HD

Section B Structure, governance and management

Description of the charity's trusts	Council; 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.
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	The 3rd Squirrels Heath Scout Group is a trust established under its rules, which are common to all Scouts. The Group own the land and Robert Falcon Scott Lodge, but it is held in Trust by the Scout Association Trust Corporation. (SATC)
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:	<p>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 Trustee Board consists of the Chair, Treasurer and 8 Trustees (including 2 Ex Officio Trustees, and 2 co-opted Trustees) 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.</p> <p>Governance, Finance, Building Teams, Transformation, Section Team reporting, Training, Risk Management and Parental Engagement are regular Agenda items at Group Trustee Board Meetings. The Building Risk Assessment which incorporates a Building Audit, Fire Evacuation Plan and fire extinguisher check is updated annually. POR is followed.</p> <p>There is a lease contract with PlayDays 6 Pre-School who hire Scott Lodge during term time. The contract is reviewed annually, and the hall hire is paid monthly. PlayDays 6 has its own insurance policy, indemnity, fire evacuation plan, and ensure they follow Local Authority and OFSTED regulations. The Group Treasurer and GLV ensure safety procedures are adhered to. There is a positive relationship between the Preschool and the Scout Group.</p>
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	

Section B	Structure, governance and management (continued)
	<p>Risk and Internal Control</p> <p>The Group Trustee Board has identified the major risks to which they believe the Group is exposed, these have been reviewed (July 2025) and systems have been established to mitigate against them. Therefore, 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 comprehensive insurance policies to ensure that insurable risks are covered. 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 2nd Squirrels Heath Scout and Gidea Park Scout Group. 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. However, given the current Cost of Living crisis it would only do this as a last resort.</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. However, A recruitment drive would be engaged to try to mitigate this.</p> <p>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.</p>

Section C	Objectives and activities
	The Purpose of Scouting

<p>Summary of the objects of the charity set out in its governing document</p>	<p>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:</p> <ul style="list-style-type: none"> - 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>	<p>To provide a full and varied programme for all sections to enable them to aquire skills for life and enable them to achieve their Chief Scout Awards</p>
<p>Additional details of the objectives and activities (optional information but encouraged as best practice)</p> <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>Public benefit statement</p>	<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
<p>Summary of the main achievements of the charity during the year</p>	<p>We have now opened our Squirrels Drey, a new section which is now full. Our Scouts represented the District at the VE Day 80 Celebration in May at Buckingham Palace. We continue to be proud of all those young people who earn their Bronze, Silver and Gold Chief Scout Awards</p>

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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 of PreSchool income, and 3 months running costs plus £25,000 would be held in reserve for ongoing works at Scott Lodge.</p> <p>This is above the level required for operating expenses. However, this can be explained by holding money for the Hall cracking repairs as we were unsure of whether the building would require underpinning or stitching. The latter was the solution. After a seven year battle our case against Network Rail has been closed with Unity Insurance awarding the Group £4 000 as causation could not be proved despite evidence suggesting otherwise.</p> <p>The Group Trustees have sanctioned the updating of the building fire obligations in the light of the recent Fire Risk Assessment, kitchen equipment has been replaced to meet OFSTED requirements and new UPVC windows will be installed to replace the old wooden frames which are now leaking. The building is 66 years old requiring constant vigilance and repair.</p> <p>The Group funds also subsidise International cycling camping trips and field events in this country.</p> <p>Thanks to our Treasurer's diligence and modernising our accounting system the Group is in this healthy financial position.</p>
Quantify and explain any designations	
Details of any funds materially in deficit (circumstances plus steps to eliminate)	
Further financial review details (optional information)	
<p>You may choose to include additional information, where relevant, about:</p> <ul style="list-style-type: none">• the charity's principal sources of funds (including any fundraising);	<p>Investment Policy</p> <p>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 a mainstream bank.</p>

- how expenditure has supported the key objectives of the charity;

- investment policy and objectives;

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.

Section F

Other Optional Information

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

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)

Position (eg Secretary, Chair)

Date



CHARITY COMMISSION
FOR ENGLAND AND WALES

3rd Squirrels Heath (Gidea Park Methodist) Scout Group

303706

Receipts and payments accounts

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For the period from	01/04/2024	To	31/03/2025
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Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Fundraising	218	-	-	218	360
Donations	927	-	-	927	564
Rent	19,652	-	-	19,652	17,623
Membership Fees	10,015	-	-	10,015	3,200
Capitation		-	-	-	1,040
Misc	951	-	-	951	26
Camps and events	3,859	-	-	3,859	907
Bank Interest	489	-	-	489	-
Sub total (Gross income for AR)	36,111	-	-	36,111	23,720
A2 Asset and investment sales, (see table).					
Loan for Minibus Beavers	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	36,111	-	-	36,111	23,720
A3 Payments					
Utilities	3,180	-	-	3,180	4,001
Cleaning	1,919	-	-	1,919	2,264
Repairs	4,954	-	-	4,954	1,465
Insurance	3,675	-	-	3,675	3,687
Mini bus running costs	2,169	-	-	2,169	58
Group expenditure	823	-	-	823	-
Capitation / Membership fees	3,920	-	-	3,920	2,576
Training	640	-	-	640	-
Equipment	653	-	-	653	-
Misc.	3,383	-	-	3,383	484
Camps and events	562	-	-	562	1,763
	-	-	-	-	-
Sub total	25,878	-	-	25,878	16,298
A4 Asset and investment purchases, (see table)					
Repayment of Loan	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	25,878	-	-	25,878	16,298
Net of receipts/(payments)	10,233	-	-	10,233	7,422
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	51,809	-	-	51,809	44,387
Cash funds this year end	62,042	-	-	62,042	51,809

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Current Account	11,122	-	-
	Savings Account	50,490	-	-
	OSM Account	430	-	-
	Total cash funds	62,042	-	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets			-	-
			-	-
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities			-	
			-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	



Section A

Independent Examiner's Report

Report to the trustees/
members of

3rd Squirrels Heath (Gidea Park Methodist) Scout Group

On accounts for the year
ended

31 March 2025

Charity no
(if any)

303706

Set out on pages

1-2

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **31/03/2024**.

Responsibilities and
basis of report

As the charity trustees of the Trust, 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 Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed 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 which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed:

02/12/2025

Name:

Ian Douglas FCCA

Relevant professional
qualification(s) or body
(if any):

Association of Chartered Certified Accounts

Address:

Plan A Financials

Suite 17, Essex House, Station Road

Upminster, Essex, RM14 2SJ

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.