

# 4TH WORCESTER PARK SCOUT GROUP

England & Wales · Charity number 303853

## Details

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**Status** Registered

**Legal form** Other

**Registered** 1961-09-01

**Register** [View on the Charity Commission register](#)

## Contact

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**Address** 4th. Worcester Park Scout Group  
Braemar Road  
Worcester Park  
Surrey  
KT4 8SW

**Phone** 02083307779

**Email** [mike.odonnell@suttonscouts.org.uk](mailto:mike.odonnell@suttonscouts.org.uk)

**Website** [www.4wp.org.uk](http://www.4wp.org.uk)

## Activities

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**Objects:** PURPOSE OF THE 4TH WORCESTER PARK SCOUT GROUP

**Activities:** Provide education, training and activities for local young people.

## Classification

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- **How:** Makes Grants To Individuals, Makes Grants To Organisations, Provides Buildings/facilities/open Space, Provides Services, Other Charitable Activities
- **What:** Education/training, Amateur Sport, Environment/conservation/heritage, Recreation, Other Charitable Purposes
- **Who:** Children/young People, The General Public/mankind

## Geography

- **Area of benefit:** WORCESTER PARK
- Surrey
- Sutton

## Finances

Period end	Income	Expenditure	Assets	Employees
2025-12-31	£110,493	£98,705	-	-
2024-12-31	£100,533	£108,032	-	-
2023-12-31	£95,193	£85,267	-	-
2022-12-31	£68,407	£51,348	-	-
2021-12-31	£49,260	£42,255	-	-
2020-12-31	£52,215	£55,430	-	-

## Trustees

Name	Role	Appointed
Anthony Ellis		2022-10-03
Archie Nicol		2022-10-03
Christopher Fowler		2017-05-20
Elizabeth Ashbury-Redican		2020-09-01
Heather Fowler		2024-09-01
Jonathan Grubb		2025-10-01
MR ANDY MARSHALL		
Mike O'Donnell		2025-05-18
Sally Coates		2022-10-03
Sharon Davis		2023-05-14
Tina O'Donnell		2011-09-23
Valerie Ann Street		2014-04-22

**4TH WORCESTER PARK SCOUT GROUP**

England & Wales - Charity number 303853

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# Accounts

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**4<sup>th</sup> WORCESTER PARK SCOUT GROUP**  
**RECEIPTS and PAYMENTS**  
**OF THE GROUP'S ACCOUNTS**  
**FOR THE YEAR ENDED**  
**31<sup>st</sup> DECEMBER 2025**

**4TH WORCESTER PARK SCOUT GROUP**  
**TRUSTEES' REPORT**  
**FOR THE YEAR ENDED 31st DECEMBER 2025**

**PRESIDENT**

Sheila Kinton

**VICE PRESIDENT**

Les Prescott

**TRUSTEES (CURRENT)**

Mike O'Donnell

Christopher Fowler

Sharon Davis

Andy Marshall

Anthony Ellis

Elizabeth Ashbury-Redican

Sally Coates

Archie Nicol

Jon Grubb

Valerie Street

Heather Fowler

Tina O'Donnell

Chairman

Group Lead Volunteer

Treasurer

Group Quartermaster

Transport Manager

**4TH WORCESTER PARK SCOUT GROUP**  
**TRUSTEES' REPORT**  
**FOR THE YEAR ENDED 31st DECEMBER 2025**  
**(continued)**

**REFERENCE AND ADMINISTRATIVE INFORMATION**

REGISTERED CHARITY NO: 303853

REGISTRATION NUMBER  
WITH THE SCOUT ASSOCIATION: 16073

PRINCIPAL ADDRESS: Braemar Road  
Worcester Park  
Surrey KT4 8SW

BANKERS AND OTHER ADVISERS:

Bankers: CAF Bank Ltd  
West Malling  
Kent ME19 4JQ

Independent Examiner: David Eames  
34 Kinross Avenue  
Worcester Park  
KT4 7AF

**CUSTODIAN TRUSTEES**

The Scout Association Trust Corporation

**CONTACT NAME AND ADDRESS**

Christopher Fowler  
4<sup>th</sup> Worcester Park Scout Group  
Braemar Road  
Worcester Park  
KT4 8SW

**4TH WORCESTER PARK SCOUT GROUP**  
**TRUSTEES' REPORT**  
**FOR THE YEAR ENDED 31st DECEMBER 2025**  
**(continued)**

**STRUCTURE, GOVERNANCE AND MANAGEMENT**

4<sup>th</sup> Worcester Park Scout Group is a Trust established under the rules of the Scout Association which are common to all Scout Groups.

The Group operates in accordance with the Scout Association's Policy, Organisation and Rules.

The Group is responsible, under the Sutton District Scout Council, for Scouting in the Worcester Park area.

**APPOINTMENT OF TRUSTEES**

Trustees are appointed in accordance with the Policy, Organisation and Rules of the Scout Association, by the members of the Group at the Annual General Meeting.

**RISK MANAGEMENT**

The Trustees have examined the major strategic, business and operational risks which the charity faces and confirm that systems have been established to enable regular reports to be produced so that the necessary steps can be taken to lessen these risks.

**ORGANISATIONAL STRUCTURE**

The Group is led by the Group Lead Volunteer and managed by the Chairman and the Board of Trustees. They are accountable to the Group Scout Council (The Scouter's meeting) for the satisfactory running of the group.

The Group Lead Volunteer is assisted and supported by the Leadership Team, and Team Members in the delivery of a high-quality balanced programme for the young people within the Group.

The Group Scout Council is the electoral body, which supports scouting within the group. It is the body to which the Group Executive Committee is accountable.

The Group Scout Council and the Board of Trustees meet in alternate months during the year.

**4TH WORCESTER PARK SCOUT GROUP**  
**TRUSTEES' REPORT**  
**FOR THE YEAR ENDED 31st DECEMBER 2025**  
**(continued)**

**OBJECTIVES AND ACTIVITIES**

To promote and assist in the running of Scouting in Worcester Park.

The trustees confirm that they have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the charity's aims and objectives and in planning future activities.

The 4<sup>th</sup> Worcester Park Scout Group is responsible for providing Scouting in Worcester Park. The membership consists of 203 young persons of both sexes between the ages of 6 and 14 years. The leadership of the group and running of the sections is provided by a total of 50 adults, all of whom are unpaid volunteers. This number includes those helpers who are classified as non-members with DBS. They are trained and appointed in accordance with the Scout Association's Policy, Organisation and Rules. The Group operates eight Sections as follows:

**4TH WORCESTER PARK SCOUT GROUP**  
**TRUSTEES' REPORT**  
**FOR THE YEAR ENDED 31st DECEMBER 2025**  
**(continued)**

3 Beaver Colonies - meetings held weekly (60 Beavers)  
 3 Cub Packs - meetings held weekly (78 Cubs)  
 2 Scout Troops – meetings held weekly (68 Scouts)

An attractive programme of activities is provided to challenge all age groups. The Aim and Method of the Scout Association is:

*"to promote 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 Method of achieving the Aim of the Association is by providing an enjoyable and attractive scheme of progressive training, based on the Scout Promise and Law and guided by adult Leadership."*

### ACHIEVEMENTS AND PERFORMANCE

2025 saw us maintain our membership numbers from 2024. Scouting is proving popular and we maintain a popular waiting list. Below are the membership comparisons between our January 2025 and January 2026 memberships.

**Comparison by age in 4th Worcester Park (Cheam Common)**  
**For the year ending January 2026**

	25					26					25 v 26				
	Male	Female	Self-identify	Prefer not say	Total	Male	Female	Self-identify	Prefer not say	Total	M	F	S	P	T
4	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
5	3	0	0	0	3	0	0	0	0	0	-3	0	0	0	-3
6	22	7	0	0	29	16	2	0	0	18	-109%	-	-	-	-100%
7	32	7	0	0	39	30	6	0	0	36	-27.3%	-71.4%	-	-	-37.9%
8	27	6	0	0	33	34	4	0	0	38	-2	-1	0	0	-3
9	20	9	0	0	29	26	6	0	0	32	-6.2%	-14.3%	-	-	-7.7%
10	10	5	0	0	15	21	7	0	0	28	7	-2	0	0	5
11	19	5	0	0	24	11	5	0	0	16	25.9%	-33.3%	-	-	15.2%
12	13	6	0	0	19	15	5	0	0	20	6	-3	0	0	3
13	11	3	0	0	14	7	7	0	0	14	30.0%	-33.3%	-	-	10.3%
14	0	1	0	0	1	0	1	0	0	1	11	2	0	0	13
15	0	0	0	0	0	0	0	0	0	0	110%	40.0%	-	-	86.7%
16	0	0	0	0	0	0	0	0	0	0	-8	0	0	0	-8
17	0	0	0	0	0	0	0	0	0	0	-42.1%	0.0%	-	-	-33.3%
TOTAL	157	49	0	0	206	160	43	0	0	203	2	-1	0	0	1
											15.4%	-16.7%	-	-	5.3%
											-4	4	0	0	0
											-36.4%	133%	-	-	0.0%
											0	0	0	0	0
											-	0.0%	-	-	0.0%
											0	0	0	0	0
											0	-	-	-	-
											0	0	0	0	0
											0	-	-	-	-
											0	0	0	0	0
											0	-	-	-	-
											3	-6	0	0	-3
											1.9%	-12.2%	-	-	-1.5%

**TH WORCESTER PARK SCOUT GROUP**  
**TRUSTEES' REPORT**  
**FOR THE YEAR ENDED 31st DECEMBER 2025**  
**(continued)**

The young people move from beavers to cubs, cubs to scouts and the scouts move up to the Explorer unit which is based at 4<sup>th</sup> Worcester Park. We have a going up ceremony at our Scouts Owns which are held each term with an extra one at Christmas. Some of the young people achieve their Chief Scout Awards, which has an increasing difficulty level as they go up to the next section. Some of our young people have chosen to participate in the Duke of Edinburgh award scheme at all levels.

We are grateful to the Explorers who volunteer each week to help with sections as young leaders throughout the year. 2025 has seen a growth in this as well as external DofE volunteers assisting as well.

The Events Team had a successful year in 2025. We held a Summer Fair and a Christmas Fair. There was a quiz night, Halloween Event, and an Easter Egg Hunt. Total raised from all events after expenses was over £11,634.

The Group continues to invest in equipment and training for its Leaders to provide a varied range of activities for young people who are members of the Group. The Group continues to work towards completion of its Development Plan. This is reviewed regularly.

All sections managed to attend camp last year. This included training camps at our HQ as well as longer camps at sites such as Walton Firs, Bushy Wood, and an International Camp to Holland. We also travelled to Snowdonia for mountain camp. Our leadership teams do an amazing job and give up their time not only with section meetings but with the camps. Our Cub Scouts also had their first Multi Activity Day at Walton Firs. As a group we took part in Community Events, such as the Remembrance Day Service and Parade, St Georges Day Parade, as well as helping with Community Projects such as Litter Picking at Cuddington Park.

Our Maintenance team carries out repairs and maintenance to our HQ. They are willing to take on some of the work from the Development plan, which in turn keeps the cost down. December 2025 saw the much needed refurbishment to our Main Hall Floor.

Our Quarter Master and his team are continually improving, replacing, and repairing our equipment as well as ensuring it is fit for purpose.

We have been able to hire out the facilities at the 4<sup>th</sup> to both regular local hirers and a local school as well as one off bookings for children's parties. Some of our lettings included supporting local community events such as the Eid Celebration Family Day

**4TH WORCESTER PARK SCOUT GROUP**  
**TRUSTEES' REPORT**  
**FOR THE YEAR ENDED 31st DECEMBER 2025**  
**(continued)**

as well as Scouting at a District or Region Level. This has been well managed by our Lettings Manager.

**FINANCIAL REVIEW**

The Accounts for the year have been drawn up on the receipts and payments basis which is consistent with previous periods. The charity had payments more than receipts during the year of £11,788. The Group's budget is submitted and agreed by the Executive Committee prior to the financial year.

**INVESTMENT POLICY**

The charity does not have a formal investment policy. It endeavours to obtain the best possible return on its cash balances.

**RESERVES POLICY**

With the exception of £26,182 the accumulated funds are free reserves that have been built up over time to cover future expenditure on projects and future running costs. These funds are being utilised in accordance with the Group Development Plan. It is considered that the minimum reserve to be held at any one time should equate to twelve months unavoidable expenditure, such as maintaining our premises, insuring our vehicles etc. £25,754 approximately.

**RESPONSIBILITIES OF TRUSTEES**

Charity law requires Trustees to prepare accounts for each financial year which gives a true and fair view of the state of affairs of the charity and its incoming resources and application of resources, including the net income or expenditure for the year.

In preparing those accounts, the Trustees are required to:

- (a) Select suitable accounting policies and then apply them consistently.
- (b) Make judgements and estimates that are reasonable and prudent.
- (c) State whether applicable accounting standards and statements of recommended practice have been followed, subject to any material departure disclosed and explained in the accounts.
- (d) Prepare the accounts on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The Trustees are responsible for having proper accounting records kept, which disclose with reasonable accuracy at any time the financial position of the charity. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

**APPROVAL**

The report of the Trustees was approved by the Trustees on 5<sup>th</sup> May 2026 and signed on their behalf by:



Michael O'Donnell  
Group Chairman

**4th WORCESTER PARK SCOUT GROUP**  
**NOTES FOR THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31st DECEMBER 2025**

**1. Membership Subscriptions – £30,495**

Subscriptions of members are collected by the Group, via monthly standing order and via Go Cardless paid by parents. The gross amount collected in 2025 was £30,495. The amount due to the Scout Association as the per annual census payment was £11,742, Therefore the net amount that the Group kept for its operations was £18,753.

As per previous years the Group has changed the way that the Census payment appears in the accounts, i.e., it appears in the expenditure page (9), rather than in the income page (7), as per the Group's 2019 accounts.

**2. Gift Aid - £2,388**

The claim for the previous period, Autumn term 2024 was submitted to and paid by HMRC in February 2025. The total received in 2025 from HMRC was £2,388.00. The outstanding amount of approximately £4,069 at 31<sup>st</sup> December 2025 related to Summer to December 2025. This has been claimed in 2026 but will now be done via OSM automatically rather than the manual way that has currently been done.

**3. Freehold land**

This has been held in Trust for the Group by the Scout Association Trust Corporation since 15th August 1940. There are restrictive covenants in place as to its use. A nominal value of £1,000, which exceeds acquisition costs, has been placed thereon.

**4. Buildings**

These have been valued at their 1991 insurance reinstatement cost - adjusted for 1993 additions, inflation at 3% p.a., and depreciation at 5% p.a. It should be noted that the revised sum insured in February 2009 was £880,000.

**5. Furniture and equipment**

These have been valued at their 1991 insurance reinstatement cost - adjusted for additions and depreciation at 10%. It should be noted that the revised sum insured in February 2009 was £100,000.

**6. Motor vehicles**

These have been valued at cost less depreciation at 15% p.a.

**7. Section Accounts**

With respect to the Section Accounts, all Sections provided input and accounts to the Group in the 2025 reporting year.

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF THE**  
**4TH WORCESTER PARK SCOUT GROUP**

I report on the accounts of the Group for the year ended 31<sup>st</sup> December 2025 which are set out on pages 6 to 14.

**Respective responsibilities of trustees and examiner**

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act
- follow the procedures laid down in the General Directions given by the Charity Commissioners under section 145(5)(b) of the 2011 Act; and
- 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.

An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and the seeking of 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 2011 Act; and
  - to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 2011 Act.

have 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.

Name

David Eames

Signed



Address

34 Kinross Avenue Worcester Park Surrey KT4 7AF

Date

5<sup>th</sup> May 2026

**4th WORCESTER PARK SCOUT GROUP**  
**RECEIPTS AND PAYMENT ACCOUNT SUMMARY**  
**FOR THE YEAR ENDED 31st DECEMBER 2025**

	2025		2024	
	General Funds £	Restricted Funds £	Total £	Total £
Total Receipts for the year (see attached)	110,493	0	110,493	107,183
Total Loans received/utilised in the year	0	0	0	-
Total Payments for the year (see attached)	98,705	0	98,705	110,993
Total Capital Expenditure for the year	0	0	0	0
Net Receipts (Payments) for the year	11,788	0	11,788	-3,811
Cash, Bank & Similar Funds at 31.12.24	31,449	26,782	58,231	62,042
Cash, Bank & Similar Funds at 31.12.25	43,237	26,782	70,019	58,231

The above account and accompanying statement of assets and liabilities were approved by the Trustees on 5th May 2026 and signed on their behalf by:



Michael O'Donnell  
Group Chairman

**4th WORCESTER PARK SCOUT GROUP****RECEIPTS AND PAYMENTS ACCOUNT SUMMARY****FOR THE YEAR ENDED 31st DECEMBER 2025****RECEIPTS**

Notes	2025		2024	
	General	Restricted	Total	Total
	Funds	Funds	£	£
	£	£	£	£
Membership Subscriptions	30,495		30,495	31,010
	<b>30,495</b>	<b>0</b>	<b>30,495</b>	<b>31,010</b>
<u>Investment Income</u>				
CAF Current Account Bank Interest	20		20	30
CAF Gold Accounts Bank Interest	196		196	481
Sections Accounts Bank Interest	554		554	4
	<b>770</b>		<b>770</b>	<b>515</b>
<u>Donations / Grants</u>				
Grants: Jack Petchey	600	0	600	3,500
Grants: Other			0	0
Donations: General	2,060		2,060	2,157
	<b>2,660</b>	<b>0</b>	<b>2,660</b>	<b>5,657</b>
<u>Activities</u>				
BP Supper	0		0	260
Camp: Group	10,180		10,180	12,867
Camp: Holland 2025	15,061		15,061	3,150
Camp: Mountain Camp	3,022		3,022	0
Camp: Patrol Leaders Camp	425		425	0
Camp: General	733		733	0
Group Events	1,618		1,618	0
Outings	575		575	640
General Activities	561		561	0
	<b>32,174</b>	<b>0</b>	<b>32,174</b>	<b>16,917</b>
<u>Fundraising</u>				
Fundraising: Events Team	16,158		16,158	16,034
Fundraising: Sections	55		55	800
	<b>16,213</b>	<b>0</b>	<b>16,213</b>	<b>16,834</b>

**4th WORCESTER PARK SCOUT GROUP****RECEIPTS AND PAYMENTS ACCOUNT SUMMARY****FOR THE YEAR ENDED 31st DECEMBER 2025****RECEIPTS (cont'd)**

	Notes	2,025		2,024	
		General Funds £	Restricted Funds £	Total £	Total £
<u>Other Income</u>					
Gift Aid	2	2,388		2,388	7,315
Explorers Rent		725		725	1,120
HQ Usage		22,014		22,014	23,307
Scout Own / Good Turn Fund		184		184	313
Equipment				0	0
Sections Income from Group		0		0	700
Sections Activities				0	682
Training				0	0
Uniforms / Badges				0	0
Scrap Donations		631		631	1,966
Other		1,086		1,086	0
Minibus Vehicle Mileage		1,152		1,152	846
		<u>28,180</u>	<u>0</u>	<u>28,180</u>	<u>36,248</u>
<b>TOTAL RECEIPTS</b>		<u>110,493</u>	<u>0</u>	<u>110,493</u>	<u>107,183</u>

**4th WORCESTER PARK SCOUT GROUP****RECEIPTS AND PAYMENT ACCOUNT SUMMARY****FOR THE YEAR ENDED 31st DECEMBER 2025****PAYMENTS**

Notes	2025		2024	
	General Funds £	Restricted Funds £	Total £	Total £
Census payment to Scout Association	11,742		11,742	9,158
<u>Premises and Related Costs</u>				
Group Development Payments	7,058		7,058	32,056
Business & Water Rates	473		473	197
Gas & Electricity	3265		3,265	3,991
Insurance - Buildings & Contents	11357		11,357	10,669
Housekeeping	1029		1,029	807
Maintenance	4023		4,023	6,260
	<u>27,204</u>	<u>0</u>	<u>27,204</u>	<u>53,980</u>
<u>Donations and Grants</u>				
Grants: Jack Petchey			0	2,684
	<u>0</u>	<u>0</u>	<u>0</u>	<u>2,684</u>
<u>Activities</u>				
BP Supper			0	0
Training	290		290	215
Camp: Group	1,391		1,391	14,665
Camp: Holland 2025	17,778		17,778	0
Camp: Mountain Camp	1,087		1,087	0
Camp: Patrol Leaders Camp	101		101	0
Camp: Sections	11,301		11,301	277
Group Events	700		700	0
QM: Equipment	1,637		1,637	4,916
Outings	3,260		3,260	1,608
Activities / Materials	3,318		3,318	6,997
Section Expenses	2,090		2,090	0
	<u>42,953</u>	<u>0</u>	<u>42,953</u>	<u>28,677</u>

**4th WORCESTER PARK SCOUT GROUP****RECEIPTS AND PAYMENT ACCOUNT SUMMARY****FOR THE YEAR ENDED 31st DECEMBER 2025****PAYMENTS (cont/d)**

Notes	2025		2024	
	General Funds £	Restricted Funds £	Total £	Total £
<u>Vehicles</u>				
Mower / Trailer	30		30	889
Fuel and Mileage Claims	602		602	843
Vehicle Licences	466		466	339
Maintenance	764		764	1,288
Insurance	2,745		2,745	2,019
	<u>4,607</u>	<u>0</u>	<u>4,607</u>	<u>5,377</u>
<u>Fund Raising</u>				
Fundraising Events Team	4,524		4,524	3,411
	<u>4,524</u>	<u>0</u>	<u>4,524</u>	<u>3,411</u>
<u>Admin/Establishment expenses</u>				
TV Licence			0	0
Bank Charges	338		338	109
Printing & Photocopier	492		492	354
Office Supplies / Stationery	105		105	194
Internet & OSM	1,398		1,398	1,525
Annual AGM and Hospitality			0	88
PPL/PRS Licence	1,637		1,637	1,637
Miscellaneous	585		585	1,401
	<u>4,554</u>	<u>0</u>	<u>4,554</u>	<u>5,308</u>
<u>Other Expenses</u>				
Uniform / Badge Purchases	3,022		3,022	2,311
Scouts Own	100		100	88
	<u>3,121</u>	<u>0</u>	<u>3,121</u>	<u>2,400</u>
<b>TOTAL PAYMENTS</b>	<u>98,705</u>	<u>0</u>	<u>98,705</u>	<u>110,993</u>

**4th WORCESTER PARK SCOUT GROUP****STATEMENT OF ASSETS AND LIABILITIES****at 31st DECEMBER 2025**

	Notes	2025		2024
		General Funds £	Restricted Funds £	Total £
<b>MONETARY ASSETS</b>				
<u>Group</u>				
Bank Current Accounts		12,854		12,854
CAF Gold Fund Accounts		50,782		50,782
Sections Bank & Building Society Accounts		6,383		6,383
		<u>70,019</u>	<u>0</u>	<u>70,019</u>
<b>OTHER MONETARY ASSETS</b>				
Gift Aid for the year claimed after year end	2	4,049		4,049
		<u>4,049</u>	<u>0</u>	<u>4,049</u>
<b>NON-MONETARY ASSETS</b>				
<b>Stocks</b>				
T-Shirt, Scarves & Badges		0	0	0
Freehold Land & Buildings	3 & 4	140,980		140,980
Furniture & Scouting Equipment	4 & 5	6,459		6,459
Motor Vehicles	6	2,651		2,651
<b>LIABILITIES</b>		<u>0</u>	<u>0</u>	<u>0</u>
<b>Total Net assets</b>		<u>224,158</u>	<u>0</u>	<u>224,158</u>

**There were no contingent liabilities at year end (2024 = Nil)**

**4th WORCESTER PARK SCOUT GROUP****STATEMENT OF ASSETS AND LIABILITIES****at 31st DECEMBER 2025****(continued)**

	<b>Freehold</b>		<b>Furniture &amp;</b>	<b>Motor</b>	
	<b>Land</b>	<b>Buildings</b>	<b>Equipment</b>	<b>Vehicles</b>	<b>TOTAL</b>
	£	£	£	£	£
<b>Opening Balance as at 01.01.25</b>	1,000	147,347	7,177	3,119	158,643
Additions					
Disposals					
Inflation Adjustment					0
	1,000	147,347	7,177	3,119	158,643
Less: depreciation		7,367	718	468	8,553
<b>Closing Balance at 31.12.25</b>	1,000	139,980	6,459	2,651	150,090

Additions in the Year:

**None**

Disposal in the Year:

**None**

**4th WORCESTER PARK SCOUT GROUP****SECTIONS FINANCIAL STATEMENTS****as at 31st DECEMBER 2025**

	Balance at	<b>Year Ended 31st December 2025</b>		Balance at
	01.01.25	Receipts	Payments	31.12.25
	£	£	£	£
Anglia Pack	417.93	6,262.97	5,599.99	1,080.91
Aspen Colony	491.67	738.79	605.76	624.70
Birch Colony	513.73	801.00	706.39	608.34
Brownsea Pack	163.88	4,933.75	3,855.69	1,241.94
Cedar Colony	1,270.19	62.50	593.32	739.37
Charterhouse Pack	193.44	807.00	416.88	583.56
Purple Troop	1,653.68	687.29	2,238.54	102.43
Silver Troop	4,065.75	21,002.10	23,665.92	1,401.93
	<u>8,770.27</u>	<u>35,295.40</u>	<u>37,682.49</u>	<u>6,383.18</u>

**4TH WORCESTER PARK SCOUT GROUP**

England & Wales - Charity number 303853

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# Accounts

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**4<sup>th</sup> WORCESTER PARK SCOUT GROUP**  
**RECEIPTS and PAYMENTS**  
**OF THE GROUP'S ACCOUNTS**  
**FOR THE YEAR ENDED**  
**31<sup>st</sup> DECEMBER 2024**

**4TH WORCESTER PARK SCOUT GROUP**  
**TRUSTEES' REPORT**  
**FOR THE YEAR ENDED 31st DECEMBER 2024**

**PRESIDENT**

Sheila Kinton

**VICE PRESIDENT**

Les Prescott

**TRUSTEES (EXEC COMMITTEE - UP TO AGM 19th May 2024)**

Valerie Ann Street	Group Scout Leader
Sharon Davis	
Anthony Ellis	
Grahame Worrall	
Sally Coates	
Archie Nicol	
Stephen Roberts	
Elizabeth Ashbury-Redican	
Patrick Jacobs	
Jack Francis	
Christopher Fowler	
Albert Short	
Tina O'Donnell	
Margaret Mays	
John Green	
Andy Marshall	

**TRUSTEES (CURRENT)**

Christopher Fowler	Group Lead Volunteer
Sharon Davis	Treasurer
Andy Marshall	Group Quartermaster
Anthony Ellis	Transport Manager
Elizabeth Ashbury-Redican	
Sally Coates	
John Green	
Valerie Street	
Heather Fowler	
Tina O'Donnell	

**4TH WORCESTER PARK SCOUT GROUP**  
**TRUSTEES' REPORT**  
**FOR THE YEAR ENDED 31st DECEMBER 2024**  
**(continued)**

**REFERENCE AND ADMINISTRATIVE INFORMATION**

REGISTERED CHARITY NO: 303853

REGISTRATION NUMBER  
WITH THE SCOUT ASSOCIATION: 16073

PRINCIPAL ADDRESS: Braemar Road  
Worcester Park  
Surrey KT4 8SW

BANKERS AND OTHER ADVISERS:

Bankers: CAF Bank Ltd  
West Malling  
Kent ME19 4JQ

Independent Examiner: David Eames  
34 Kinross Avenue  
Worcester Park  
KT4 7AF

**CUSTODIAN TRUSTEES**

The Scout Association Trust Corporation

**CONTACT NAME AND ADDRESS**

Christopher Fowler  
4th Worcester Park Scout Group  
Braemar Road  
Worcester Park  
KT4 8SW

**4TH WORCESTER PARK SCOUT GROUP**  
**TRUSTEES' REPORT**  
**FOR THE YEAR ENDED 31st DECEMBER 2024**  
**(continued)**

### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

4<sup>th</sup> Worcester Park Scout Group is a Trust established under the rules of the Scout Association which are common to all Scout Groups.

The Group operates in accordance with the Scout Association's Policy, Organisation and Rules.

The Group is responsible, under the Sutton District Scout Council, for Scouting in the Worcester Park area.

### **APPOINTMENT OF TRUSTEES**

Trustees are appointed in accordance with the Policy, Organisation and Rules of the Scout Association, by the members of the Group at the Annual General Meeting.

### **RISK MANAGEMENT**

The Trustees have examined the major strategic, business and operational risks which the charity faces and confirm that systems have been established to enable regular reports to be produced so that the necessary steps can be taken to lessen these risks.

### **ORGANISATIONAL STRUCTURE**

The Group is led by the Group Lead Volunteer and managed by the Board of Trustees. They are accountable to the Group Scout Council (The Scouter's meeting) for the satisfactory running of the group.

The Group Lead Volunteer is assisted and supported by the Leadership Team, and Team Members in the delivery of a high-quality balanced programme for the young people within the Group.

The Group Scout Council is the electoral body, which supports scouting within the group. It is the body to which the Group Executive Committee is accountable.

The Group Scout Council and the Board of Trustees meet in alternate months during the year.

### **OBJECTIVES AND ACTIVITIES**

To promote and assist in the running of Scouting in Worcester Park.

The trustees confirm that they have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the charity's aims and objectives and in planning future activities.

The 4<sup>th</sup> Worcester Park Scout Group is responsible for providing Scouting in Worcester Park. The membership consists of 206 young persons of both sexes between the ages of 6 and 14 years. The leadership of the group and running of the sections is provided by a total of 50 adults, all of whom are unpaid volunteers. This number includes those helpers who are classified as non-members with DBS. They are trained and appointed in accordance with the Scout Association's Policy, Organisation and Rules. The Group operates eight Sections as follows:

**4TH WORCESTER PARK SCOUT GROUP**  
**TRUSTEES' REPORT**  
**FOR THE YEAR ENDED 31st DECEMBER 2024**  
**(continued)**

3 Beaver Colonies - meetings held weekly (60 Beavers)  
 3 Cub Packs - meetings held weekly (78 Cubs)  
 2 Scout Troops – meetings held weekly (68 Scouts)

An attractive programme of activities is provided to challenge all age groups. The Aim and Method of the Scout Association is:

*"to promote 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 Method of achieving the Aim of the Association is by providing an enjoyable and attractive scheme of progressive training, based on the Scout Promise and Law and guided by adult Leadership."*

### **ACHIEVEMENTS AND PERFORMANCE**

2024 saw a larger than average increase (13%) in membership. Scouting is proving popular and we maintain a waiting list. Below are the membership comparisons between our January 2024 and January 2025 memberships. In line with our last Group Development Plan we have had a 32% increase in girls joining Scouting at 4WP.

**Comparison by age in 4th Worcester Park (Cheam Common)**  
**For the year ending January 2025**

	24					25					24 v 25				
	Male	Female	Self-identify	Prefer not say	Total	Male	Female	Self-identify	Prefer not say	Total	M	F	S	P	T
4	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
5	0	0	0	0	0	3	0	0	0	3	3	0	0	0	3
6	25	2	0	0	27	22	7	0	0	29	3	5	0	0	7
7	23	5	0	0	28	32	7	0	0	39	12.0%	25.0%	-	-	7.4%
8	23	6	0	0	29	27	6	0	0	33	9	2	0	0	11
9	12	4	0	0	16	20	9	0	0	29	39.1%	40.0%	-	-	26.2%
10	23	6	0	0	29	27	6	0	0	33	4	0	0	0	4
11	12	4	0	0	16	20	9	0	0	29	17.4%	0.0%	-	-	10.8%
12	28	8	0	0	36	10	5	0	0	15	8	5	0	0	13
13	9	5	0	0	14	19	5	0	0	24	66.7%	12.5%	-	-	81.2%
14	10	4	0	0	14	13	6	0	0	19	18	3	0	0	21
15	15	3	0	0	18	11	3	0	0	14	64.3%	37.5%	-	-	58.3%
16	1	0	0	0	1	0	1	0	0	1	10	0	0	0	10
17	0	0	0	0	0	13	6	0	0	19	31.1%	0.0%	-	-	21.4%
18	0	0	0	0	0	0	0	0	0	0	3	2	0	0	5
19	0	0	0	0	0	0	0	0	0	0	30.0%	50.0%	-	-	35.7%
20	0	0	0	0	0	0	0	0	0	0	4	0	0	0	4
21	0	0	0	0	0	0	0	0	0	0	26.7%	0.0%	-	-	22.2%
22	0	0	0	0	0	0	0	0	0	0	1	1	0	0	2
23	0	0	0	0	0	0	0	0	0	0	100%	-	-	-	0.0%
24	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
25	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>TOTAL</b>	<b>146</b>	<b>37</b>	<b>0</b>	<b>0</b>	<b>183</b>	<b>157</b>	<b>49</b>	<b>0</b>	<b>0</b>	<b>206</b>	<b>11</b>	<b>12</b>	<b>0</b>	<b>0</b>	<b>23</b>
											<b>7.6%</b>	<b>12.4%</b>	<b>-</b>	<b>-</b>	<b>12.9%</b>

The young people move from beavers to cubs, cubs to scouts and the scouts move up to the Explorer unit which is based at 4<sup>th</sup> Worcester Park. We have a going up ceremony at our Scouts Owns which are held each term with an extra one at Christmas. Some of the young people achieve their Chief Scout Awards, which has an increasing difficulty level as they go up to the next section.

Some of our young people have chosen to participate in the Duke of Edinburgh award scheme at all levels.

**4TH WORCESTER PARK SCOUT GROUP**  
**TRUSTEES' REPORT**  
**FOR THE YEAR ENDED 31st DECEMBER 2024**  
**(continued)**

We are grateful to the Explorers who volunteer each week to help with sections as young leaders throughout the year. 2024 has seen a growth in this as well as external DofE volunteers assisting as well.

The Events Team had a successful year in 2024. We held a Summer Fair and a Christmas Fair. There was a quiz night, Halloween Event, and an Easter Egg Hunt. Total raised from all events after expenses was over £16,000.

The Group continues to invest in equipment and training for its Leaders to provide a varied range of activities for young people who are members of the Group. The Group continues to work towards completion of its Development Plan. This is reviewed regularly.

All sections managed to attend camp last year. This included training camps at our HQ as well as longer camps at sites such as Walton Firs, Youlbury, and Bushy Wood. We also travelled to Snowdonia for mountain camp. Our leadership teams do an amazing job and give up their time not only with section meetings but with the camps.

Our Maintenance team carry out small repairs and maintenance. They are willing to take on some of the work from the Development plan, which in turn keeps the cost down. January 2024 saw the much needed resurfacing of our Car Park which has helped us considerably in our day to day use as well as improving our appeal for prospective hires.

Our Quarter Master and his team are continually improving and repairing our equipment as well as ensuring it is fit for purpose.

We have been able to hire out the facilities at the 4<sup>th</sup> to both regular local hirers and a local school as well as one off bookings for children's parties. This has been well managed by one of our scout leaders.

**4th WORCESTER PARK SCOUT GROUP**  
**RECEIPTS AND PAYMENT ACCOUNT SUMMARY**  
**FOR THE YEAR ENDED 31st DECEMBER 2024**

	2024		2023	
	General Funds £	Restricted Funds £	Total £	Total £
Total Receipts for the year (see attached)	100,533	6,650	107,183	93,855
Total Loans received/utilised in the year	0	0	0	0
Total Payments for the year (see attached)	108,032	2,961	110,993	84,356
Total Capital Expenditure for the year	0	0	0	0
Net Receipts (Payments) for the year	-7,500	3,689	-3,811	9,498
Cash, Bank & Similar Funds at 31.12.23	38,949	23,093	62,042	52,544
Cash, Bank & Similar Funds at 31.12.24	31,449	26,782	58,231	62,042

The above account and accompanying statement of assets and liabilities were approved by the Trustees on 2nd May 2025 and signed on their behalf by:



Michael O'Donnell  
Group Chairman

**4th WORCESTER PARK SCOUT GROUP**  
**RECEIPTS AND PAYMENTS ACCOUNT SUMMARY**  
**FOR THE YEAR ENDED 31st DECEMBER 2024**

**RECEIPTS**

Notes	2024		2023	
	General Funds £	Restricted Funds £	Total £	Total £
Membership Subscriptions	31,010		31,010	22,787
	<b>31,010</b>	<b>0</b>	<b>31,010</b>	<b>22,787</b>
<u>Investment Income</u>				
CAF Current Account Bank Interest	30		30	401
CAF Gold Accounts Bank Interest	481		481	333
Sections Accounts Bank Interest	4		4	12
	<b>515</b>		<b>515</b>	<b>746</b>
<u>Donations / Grants</u>				
Grants: Jack Petchey		3,500	3,500	2,200
Grants: Other			0	0
Donations: General	2,157		2,157	2,419
	<b>2,157</b>	<b>3,500</b>	<b>5,657</b>	<b>4,619</b>
<u>Activities</u>				
BP Supper	260		260	354
Camp: General	12,867		12,867	14,574
Camp: Holland 2025		3,150	3,150	0
Outings	640		640	0
General			0	895
	<b>13,767</b>	<b>3,150</b>	<b>16,917</b>	<b>15,823</b>
<u>Fundraising</u>				
Fundraising: Events Team	16,034		16,034	15,641
Fundraising: Sections	800		800	0
	<b>16,834</b>	<b>0</b>	<b>16,834</b>	<b>15,641</b>

**4th WORCESTER PARK SCOUT GROUP****RECEIPTS AND PAYMENTS ACCOUNT SUMMARY****FOR THE YEAR ENDED 31st DECEMBER 2024****RECEIPTS (cont'd)**

	Notes	2024		2023	
		General Funds £	Restricted Funds £	Total £	Total £
<u>Other Income</u>					
Gift Aid	2	7,316		7,316	4,741
Explorers Rent		1,120		1,120	896
HQ Usage		23,307		23,307	23,668
Scout Own / Good Turn Fund		313		313	340
Equipment				0	21
Sections Income		700		700	138
Sections Activities		682		682	0
Training				0	0
Uniforms / Badges				0	0
GDP: Scrap Donations		1,966		1,966	2,356
Other		0		0	0
Minibus Vehicle Mileage		846		846	2,078
		<u>36,249</u>	<u>0</u>	<u>36,249</u>	<u>34,238</u>
<b>TOTAL RECEIPTS</b>		<u>100,533</u>	<u>6,650</u>	<u>107,183</u>	<u>93,855</u>

**4th WORCESTER PARK SCOUT GROUP****RECEIPTS AND PAYMENT ACCOUNT SUMMARY****FOR THE YEAR ENDED 31st DECEMBER 2024****PAYMENTS**

Notes	2024		2023
	General Funds £	Restricted Funds £	Total £
Census payment to Scout Association	9,158		9,158
<u>Premises and Related Costs</u>			
Group Development	32,056		32,056
Business Rates			0
Water Rates	197		197
Gas & Electricity	3991		3,991
Insurance - Buildings & Contents	10669		10,669
Housekeeping	807		807
Maintenance	6260		6,260
	<u>53,980</u>	<u>0</u>	<u>53,980</u>
<u>Donations and Grants</u>			
Grants: Jack Petchey		2,684	2,684
	<u>0</u>	<u>2,684</u>	<u>2,684</u>
<u>Activities</u>			
BP Supper	0		0
Training	215		215
Camps	14,665		14,665
Camps 2025		277	277
Equipment	1,435		1,435
Outings	1,608		1,608
Activities / Materials	6,997		6,997
Other			0
	<u>24,920</u>	<u>277</u>	<u>25,196</u>
			<u>11,435</u>

**4th WORCESTER PARK SCOUT GROUP****RECEIPTS AND PAYMENT ACCOUNT SUMMARY****FOR THE YEAR ENDED 31st DECEMBER 2024****PAYMENTS (cont/d)**

Notes	2024		2023	
	General Funds £	Restricted Funds £	Total £	Total £
<u>Vehicles</u>				
Mower / Trailer	889		889	0
Fuel and Mileage Claims	843		843	1,008
Vehicle Licences	339		339	330
Maintenance	1,288		1,288	457
Insurance	2,019		2,019	2,210
	<u>5,377</u>	<u>0</u>	<u>5,377</u>	<u>4,005</u>
<u>Fund Raising</u>				
Fundraising Events Team	3,411		3,411	3,057
	<u>3,411</u>	<u>0</u>	<u>3,411</u>	<u>3,057</u>
<u>Admin/Establishment expenses</u>				
TV Licence			0	0
Bank Charges	109		109	106
Printing & Photocopier	354		354	191
Office Supplies / Stationery	194		194	36
Internet & OSM	1,525		1,525	1,615
Annual AGM and Hospitality	88		88	691
PPL/PRS Licence	1,637		1,637	0
Miscellaneous	1,401		1,401	1,959
	<u>5,308</u>	<u>0</u>	<u>5,308</u>	<u>4,599</u>
<u>Other Expenses</u>				
Uniform / Badge Purchases	2,311		2,311	2,146
QM General Equipment	3,480		3,480	0
Camp			0	13,682
Scouts Own	88		88	0
Group Loan Repayment			0	15,925
Sections Monies reflected in Group			0	669
	<u>5,880</u>	<u>0</u>	<u>5,880</u>	<u>32,422</u>
<b>TOTAL PAYMENTS</b>	<u>108,032</u>	<u>2,961</u>	<u>110,993</u>	<u>84,356</u>

**4th WORCESTER PARK SCOUT GROUP****STATEMENT OF ASSETS AND LIABILITIES****at 31st DECEMBER 2024**

	Notes	2024		2023	
		General Funds £	Restricted Funds £	Total £	Total £
<b>MONETARY ASSETS</b>					
<u>Group</u>					
Bank Current Accounts		12,952	3,966	16,918	12,930
CAF Gold Fund Accounts		32,543		32,543	42,887
The Scout Association Short Term Investment Service				0	0
Cash in Hand				0	0
Sections Bank & Building Society Accounts		8,770		8,770	6,225
		<u>54,265</u>	<u>3,966</u>	<u>58,231</u>	<u>62,042</u>
<b>OTHER MONETARY ASSETS</b>					
Gift Aid Claims received to 30.11.24	2	7,316			4,741
Gift Aid Claim for December 2024 to be included in submission with spring 2025 (Estimate)		421			1,405
		<u>7,737</u>	<u>0</u>	<u>0</u>	<u>6,146</u>
<b>NON-MONETARY ASSETS</b>					
<b>Stocks</b>					
T-Shirt, Scarves & Badges		0	0	0	0
Freehold Land & Buildings	3 & 4	148,347		148,347	151,585
Furniture & Scouting Equipment	4 & 5	7,177		7,177	7,974
Motor Vehicles	6	3,119		3,119	3,669
<b>LIABILITIES</b>					
Scout Association Loan				0	0
Interest Charged 2nd January 2024 at 2.75%					
<b>CONTINGENT LIABILITIES AND FUTURE OBLIGATIONS</b>					
				None	None

**4TH WORCESTER PARK SCOUT GROUP**  
**TRUSTEES' REPORT**  
**FOR THE YEAR ENDED 31st DECEMBER 2024**  
**(continued)**

**FINANCIAL REVIEW**

The Accounts for the year have been drawn up on the receipts and payments basis which is consistent with previous periods. The charity had payments more than receipts during the year of £3,811. The Group's budget is submitted and agreed by the Executive Committee prior to the financial year.

**INVESTMENT POLICY**

The charity does not have a formal investment policy. It endeavours to obtain the best possible return on its cash balances.

**RESERVES POLICY**

With the exception of £26,782 the accumulated funds are free reserves that have been built up over time to cover future expenditure on projects and future running costs. These funds are being utilised in accordance with the Group Development Plan. It is considered that the minimum reserve to be held at any one time should equate to twelve months unavoidable expenditure, such as maintaining our premises, insuring our vehicles etc. £21,924 approximately.

**RESPONSIBILITIES OF TRUSTEES**

Charity law requires Trustees to prepare accounts for each financial year which gives a true and fair view of the state of affairs of the charity and its incoming resources and application of resources, including the net income or expenditure for the year.

In preparing those accounts, the Trustees are required to:

- (a) Select suitable accounting policies and then apply them consistently.
- (b) Make judgements and estimates that are reasonable and prudent.
- (c) State whether applicable accounting standards and statements of recommended practice have been followed, subject to any material departure disclosed and explained in the accounts.
- (d) Prepare the accounts on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The Trustees are responsible for having proper accounting records kept, which disclose with reasonable accuracy at any time the financial position of the charity. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

**APPROVAL**

The report of the Trustees was approved by the Trustees on 2<sup>nd</sup> May 2025 and signed on their behalf by:



Michael O'Donnell  
Group Chairman

**4th WORCESTER PARK SCOUT GROUP****STATEMENT OF ASSETS AND LIABILITIES****at 31st DECEMBER 2024****(continued)**

	<b>Freehold</b>		<b>Furniture &amp; Motor</b>		
	<b>Land</b>	<b>Buildings</b>	<b>Equipment</b>	<b>Vehicles</b>	<b>TOTAL</b>
	£	£	£	£	£
<b>Opening Balance as at 01.01.24</b>	1,000	150,585	7,974	3,669	163,228
Additions					
Disposals					
Inflation Adjustment		4,518			4,518
	1,000	155,103	7,974	3,669	167,746
Less: depreciation		7,755	797	550	9,103
<b>Closing Balance at 31.12.24</b>	1,000	147,347	7,177	3,119	158,643

Additions in the Year:

**None**

Disposal in the Year:

**None**

**4th WORCESTER PARK SCOUT GROUP****SECTIONS FINANCIAL STATEMENTS****as at 31st DECEMBER 2024**

	Balance at 01.01.24 £	<b>Year Ended 31st December 2024</b>			Balance at 31.12.24 £
		Receipts £	TFR from Group £	Payments £	
Anglia Pack	440.07	7,109.48		7,131.62	417.93
Aspen Colony	0.00	902.17	428.16	838.66	491.67
Birch Colony	1,034.49	660.00		1,180.76	513.73
Brownsea Pack	744.57	3,214.30		3,794.99	163.88
Cedar Colony	1,324.55	465.00		519.36	1,270.19
Charterhouse Pack	87.45	902.00		796.01	193.44
Purple Troop	548.39	2,805.00		1,699.71	1,653.68
Silver Troop	2,045.78	10,243.08		8,223.11	4,065.75
	<u>6,225.30</u>	<u>26,301.03</u>	<u>428.16</u>	<u>24,184.22</u>	<u>8,770.27</u>

**4TH WORCESTER PARK SCOUT GROUP**  
**NOTES FOR THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31<sup>st</sup> DECEMBER 2024**

**1. Membership Subscriptions – £31,010**

Subscriptions of members are collected by the Group, via monthly standing order paid by parents. The gross amount collected in 2024 was £36,200. The amount due to the Scout Association as the per annual census payment was £9,158, therefore the net amount that the Group kept for its operations was £27,042.

As per last year, the Group have changed the way that the Census payment appears in the accounts, i.e., it appears in the expenditure page (9), rather than in the income page (7), as per the Group's 2019 accounts.

**2. Gift Aid - £7316.65**

The claim for the previous period, Autumn term 2023 was submitted to and paid by HMRC in February 2024. The total received in 2024 from HMRC was £7316.65. The outstanding amount of approximately £600 at 31<sup>st</sup> December 2024 related to December 2024. This will be claimed together with the claim for the Spring term 2025, in May 2025.

**3. Freehold land**

This has been held in Trust for the Group by the Scout Association Trust Corporation since 15th August 1940. There are restrictive covenants in place as to its use. A nominal value of £1,000, which exceeds acquisition costs, has been placed thereon.

**4. Buildings**

These have been valued at their 1991 insurance reinstatement cost - adjusted for 1993 additions, inflation at 3% p.a., and depreciation at 5% p.a. It should be noted that the revised sum insured in February 2009 was £880,000.

**5. Furniture and equipment**

These have been valued at their 1991 insurance reinstatement cost - adjusted for additions and depreciation at 10%. It should be noted that the revised sum insured in February 2009 was £100,000.

**6. Motor vehicles**

These have been valued at cost less depreciation at 15% p.a.

**7. Section Accounts**

With respect to the Section Accounts, all Sections provided input and accounts to the Group in the 2024 reporting year.

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF THE**  
**4TH WORCESTER PARK SCOUT GROUP**

I report on the accounts of the Group for the year ended 31<sup>st</sup> December 2024 which are set out on pages 6 to 14.

**Respective responsibilities of trustees and examiner**

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act
- follow the procedures laid down in the General Directions given by the Charity Commissioners under section 145(5)(b) of the 2011 Act; and
- 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.

An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and the seeking of 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:

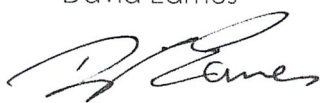
- to keep accounting records in accordance with section 130 of the 2011 Act; and
- to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 2011 Act.

have 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.

Name                      David Eames

Signed



Address

34 Kinross Avenue  
Worcester Park Surrey KT4 7AF

Date

2<sup>nd</sup> May 2025

**4TH WORCESTER PARK SCOUT GROUP**

England & Wales - Charity number 303853

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# Accounts

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**4<sup>th</sup> WORCESTER PARK SCOUT GROUP**

**RECEIPTS and PAYMENTS**

**OF THE GROUP'S ACCOUNTS**

**FOR THE YEAR ENDED**

**31<sup>st</sup> DECEMBER 2023**

**4TH WORCESTER PARK SCOUT GROUP**

**TRUSTEES' REPORT**

**FOR THE YEAR ENDED 31st DECEMBER 2023**

**PRESIDENT**

Sheila Kinton

**VICE PRESIDENT**

Les Prescott

**TRUSTEES Ex-Officio – Appointment**

Valerie Street	-	Group Scout Leader
Chris Fowler	-	Assistant Group Scout Leader
Elizabeth Ashbury-Redican	-	Group Secretary
James Whittingham	-	Group Treasurer (until June 2023)
Sharon Davis	-	Group Treasurer
Anne Mays	-	Section Leader - Beavers
Albert Short	-	Section Leader - Beavers
Steve Roberts	-	Section Leader - Cubs
Jack Francis	-	Section Leader - Cubs
Margaret Pennington	-	Section Leader - Cubs (until May 2023)
Patrick Jacobs	-	Section Leader - Scouts
Grahame Worrall	-	Section Leader - Explorers

**TRUSTEES Nominated - Appointment**

Andy Marshall	-	Group Quartermaster
Archie Nicol		
Anthony Ellis		
Sally Coates		
John Green		
Tina O'Donnell		

**4<sup>TH</sup> WORCESTER PARK SCOUT GROUP**

**TRUSTEES' REPORT**

**FOR THE YEAR ENDED 31st DECEMBER 2023**

**(continued)**

**REFERENCE AND ADMINISTRATIVE INFORMATION**

REGISTERED CHARITY NO: 303853

REGISTRATION NUMBER  
WITH THE SCOUT ASSOCIATION: 16073

PRINCIPAL ADDRESS: Braemar Road  
Worcester Park  
Surrey KT4 8SW

**BANKERS AND OTHER ADVISERS:**

Bankers: CAF Bank Ltd  
West Malling  
Kent ME19 4JQ

Independent Examiner:

**CUSTODIAN TRUSTEES**

The Scout Association Trust Corporation

**CONTACT NAME AND ADDRESS**

Valerie Street  
4<sup>th</sup> Worcester Park Scout Group  
Braemar Road  
Worcester Park  
KT4 8SW

## **4TH WORCESTER PARK SCOUT GROUP**

### **TRUSTEES' REPORT**

#### **FOR THE YEAR ENDED 31st DECEMBER 2023**

**(continued)**

#### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

4<sup>th</sup> Worcester Park Scout Group is a Trust established under the rules of the Scout Association which are common to all Scout Groups.

The Group operates in accordance with the Scout Association's Policy, Organisation and Rules.

The Group is responsible, under the Sutton District Scout Council, for Scouting in the Worcester Park area.

#### **APPOINTMENT OF TRUSTEES**

Trustees are appointed in accordance with the Policy, Organisation and Rules of the Scout Association, by the members of the Group at the Annual General Meeting.

#### **RISK MANAGEMENT**

The Trustees have examined the major strategic, business and operational risks which the charity faces and confirm that systems have been established to enable regular reports to be produced so that the necessary steps can be taken to lessen these risks.

#### **ORGANISATIONAL STRUCTURE**

The Group is led by the Group Scout Leader and managed by the Group Executive Committee. They are accountable to the Group Scout Council (The Scouter's meeting) for the satisfactory running of the group.

The Group Scout Leader is assisted and supported by the Group Scouters in the delivery of a high-quality balanced programme for the young people within the Group.

The Group Scout Council is the electoral body, which supports scouting within the group. It is the body to which the Group Executive Committee is accountable.

The Group Scout Council and the Executive Committee meet on alternate months during the year.

#### **OBJECTIVES AND ACTIVITIES**

To promote and assist in the running of Scouting in Worcester Park.

The trustees confirm that they have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the charity's aims and objectives and in planning future activities.

The 4<sup>th</sup> Worcester Park Scout Group is responsible for providing Scouting in Worcester Park. The membership consists of 183 young persons of both sexes between the ages of 6 and 14 years. The leadership of these young people is provided by some 29 adults, all of whom are unpaid volunteers. They are trained and appointed in accordance with the Scout Association's Policy, Organisation and Rules. The Group operates eight Sections as follows:

## 4TH WORCESTER PARK SCOUT GROUP

### TRUSTEES' REPOFOR THE YEAR ENDED 31st DECEMBER 2023

#### (continued)

3 Beaver Colonies - meetings held weekly (55 Beavers)

3 Cub Packs - meetings held weekly (65 Cubs)

2 Scout Troops – meetings held weekly (63 Scouts)

An attractive programme of activities is provided to challenge all age groups. The Aim and Method of the Scout Association is:

*“to promote 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 Method of achieving the Aim of the Association is by providing an enjoyable and attractive scheme of progressive training, based on the Scout Promise and Law and guided by adult Leadership.”*

#### **ACHIEVEMENTS AND PERFORMANCE**

2023 saw a small increase in membership. Scouting is proving popular and we maintain a waiting list. The young people move from beavers to cubs, cubs to scouts and the scouts move up to the Explorer unit which is based at 4<sup>th</sup> Worcester Park. We have a going up ceremony at our Scouts Owns which are held each term with an extra one at Christmas. Some of the young people achieve their Chief Scout Awards, which has an increasing difficulty level as they go up to the next section. Some of our young people have chosen to participate in the Duke of Edinburgh Award scheme at all levels.

The highest award available is the King’s Scout Award (formerly the Queen’s Scout Award) and our first recipient earned hers in 2023.

We are grateful to the Explorers who volunteer each week to help with sections as young leaders throughout the year.

The hard working Events Team had a successful year in 2023. We held a Summer Fair and a Christmas Fair. There was a quiz night and an Easter Egg Hunt. There was also a new event aimed at the younger people which was a pumpkin hunt at the end of October. The Summer and Christmas Fairs raised in the region of £10,000 and the other events averaged £500 each but they were also considered social family events.

The Group continues to invest in equipment and training for its Leaders to provide a varied range of activities for young people who are members of the Group. The Group continues to work towards completion of its Development Plan. This is reviewed regularly.

All sections managed to attend camp last year and the big event was the celebration for the group reaching 90 years. The group camp was held at the 4<sup>th</sup> with 125 young people attending for the long weekend. We also travelled to Snowdonia for mountain camp. Our leadership teams do an amazing job and give up their time not only with section meetings but with the camps.

We are blessed to have an excellent Maintenance team who not only carry out small repairs and maintenance but who are willing to take on some of the work from the Development plan, which in turn keeps the cost down. With the help of a Jack Petchey Award we were able to reroof the car port. As we prepared for the new car park, trees were felled and the area was tidied up at the end of the year.

We have been most fortunate to have an excellent Quarter Master with extra help offered when required.

We have been able to hire out the facilities at the 4<sup>th</sup> to both regular local hirers and a local school, as well as one off bookings for children's parties. This has been well managed by one of our scout leaders.

In December we said farewell to two of our longest serving members. Their last roles were as vice presidents and were always a constant source of advice, information and good humour.

Ronald Kinton held the appointment of Assistant Section Leader of Brownsea Cub Pack in 1948. He held many roles both at the 4<sup>th</sup> and at District level and was awarded the Silver Wolf in 1990 for his service to scouting. Ron served for 75 years.

David Sweetland also started as an Assistant Section Leader with Brownsea Cub pack in 1958. He became Assistant Group Scout Leader in 1977 and he retired in 2021. He was awarded the Silver Wolf in 2013. David served for 65 Years.

**4th WORCESTER PARK SCOUT GROUP**  
**RECEIPTS AND PAYMENT ACCOUNT SUMMARY**  
**FOR THE YEAR ENDED 31st DECEMBER 2023**

	2023		2022	
	General Funds £	Restricted Funds £	Total £	Total £
Total Receipts for the year (see attached)	92,837	2,356	95,193	68,407
Total Loans received/utilised in the year	0	0	0	0
Total Payments for the year (see attached)	83,350	1,917	85,267	51,348
Total Capital Expenditure for the year	0	0	0	0
Net Receipts (Payments) for the year	9,487	439	9,926	17,059
Cash, Bank & Similar Funds at December 31.12.23	29,890	22,654	52,544	35,485
Cash, Bank & Similar Funds Carried Forward	39,377	23,093	62,470	52,544

The above account and accompanying statement of assets and liabilities were approved by the Trustees on XX May 2024 and signed on their behalf by:

Elizabeth Ashbury-Redican  
Group Secretary

**4th WORCESTER PARK SCOUT GROUP****RECEIPTS AND PAYMENTS ACCOUNT SUMMARY****FOR THE YEAR ENDED 31st DECEMBER 2023****RECEIPTS**

	Notes	2023		2022	
		General	Restricted	Total	Total
		Funds	Funds	£	£
Membership Subscriptions	1	22,787		22,787	21,752
		<b>22,787</b>	<b>0</b>	<b>22,787</b>	<b>21,752</b>
<u>Investment Income</u>					
Current Account Bank Interest		401		401	13
Scout Ass. Short Term Interest		12		12	10
Savings Account Bank Interest ALL Other Account		333		333	76
		<b>746</b>		<b>746</b>	<b>99</b>
<u>Donations / Grants</u>					
Grants (Jack Petchey)		2,200		2,200	600
Grants (i.e. sutton DC)		0		0	0
Donations		2,419		2,419	3,438
		<b>4,619</b>	<b>0</b>	<b>4,619</b>	<b>4,038</b>
<u>Activities</u>					
BP Supper		354		354	183
Camp		14,574		14,574	0
Anniversary Celebrations				0	0
Outings				0	0
General Activities		895		895	1,388
		<b>15,823</b>	<b>0</b>	<b>15,823</b>	<b>1,571</b>
<u>Fund Raising</u>					
Fundraising Events Team		15,641		15,641	11,904
		<b>15,641</b>	<b>0</b>	<b>15,641</b>	<b>11,904</b>

**4th WORCESTER PARK SCOUT GROUP****RECEIPTS AND PAYMENTS ACCOUNT SUMMARY****FOR THE YEAR ENDED 31st DECEMBER 2023****RECEIPTS (cont'd)**

	Notes	2023		2022	
		General Funds £	Restricted Funds £	Total £	Total £
<u>Other Income</u>					
Gift Aid	2	4,741		4,741	4,963
Explorers Rent		896		896	1,877
HQ Usage		23,668		23,668	19,053
Scout Own / Good Turn Fund		340		340	155
Equipment		21		21	0
Sections Income		1,476		1,476	2,385
Sections Activities		0		0	0
Training				0	0
Uniforms / Badges				0	0
Group Funds			2,356	2,356	0
Fenner Fund				0	0
Minibus Vehicle Mileage		2,078		2,078	610
		<u>33,221</u>	<u>2,356</u>	<u>35,577</u>	<u>29,043</u>
<b>TOTAL RECEIPTS</b>		<u>92,837</u>	<u>2,356</u>	<u>95,193</u>	<u>68,407</u>

**4th WORCESTER PARK SCOUT GROUP****RECEIPTS AND PAYMENT ACCOUNT SUMMARY****FOR THE YEAR ENDED 31st DECEMBER 2023****PAYMENTS**

Notes	2023		2022	
	General Funds £	Restricted Funds £	Total £	Total £
Census payment to Scout Association	8,395		8,395	7,920
<u>Premises and Insurance</u>				
Business Rates	0		0	358
Water Rates	189		189	229
Gas & Electricity	2523		2,523	2,496
Insurance - Buildings & Contents	10179		10,179	9,300
Maintenance	5636		5,636	8,148
	<u>18,526</u>	<u>0</u>	<u>18,526</u>	<u>20,531</u>
<u>Donations and Grants</u>				
Grants (Jack Petchey)	0	822	822	0
GDP	0	1,095	1,095	653
	<u>0</u>	<u>1,917</u>	<u>1,917</u>	<u>653</u>
<u>Activities</u>				
BP Supper	195		195	191
Training	800		800	0
Camps	0		0	0
80th Anniversary Dinner / Camp	0		0	0
Equipment	3,692		3,692	0
Outings	910		910	0
Activities / Materials	6,750		6,750	0
Other	0		0	0
	<u>12,346</u>	<u>0</u>	<u>12,346</u>	<u>191</u>

**4th WORCESTER PARK SCOUT GROUP****RECEIPTS AND PAYMENT ACCOUNT SUMMARY****FOR THE YEAR ENDED 31st DECEMBER 2023****PAYMENTS (cont/d)**

Notes	2023		2022	
	General Funds £	Restricted Funds £	Total £	Total £
<b><u>Transport</u></b>				
Petrol and Maintenance	1,008		1,008	897
Vehicle Licences	330		330	330
Vehicle Servicing	457		457	2,146
Insurance	2,210		2,210	2,204
	4,005	0	4,005	5,577
<b><u>Fund Raising</u></b>				
Fundraising Events Team	3,057		3,057	3,700
			0	0
	3,057	0	3,057	3,700
<b><u>Admin/Establishment expenses</u></b>				
TV Licence			0	0
Bank charges	106		106	129
Fire / Security / Fees: Included in Maintenance	0		0	1,190
Printing & Photocopier	191		191	167
Office Supplies / Stationery	36		36	82
Internet & OSM	1,615		1,615	700
Annual AGM and Hospitality	691		691	0
Miscellaneous	1,959		1,959	1,810
	4,599	0	4,599	4,078
<b><u>Other Expenses</u></b>				
Uniform / Badge Purchases	2,146		2,146	1,373
QM General Equipment	0		0	0
Camp	13,682		13,682	0
Scouts Own Collections / Good Turns	0		0	0
Group Loan Repayment	15,925		15,925	0
Monies from Aspen Bank A/C Closure moved to Grou	669		669	7,325
	32,422	0	32,422	8,698
<b>TOTAL PAYMENTS</b>	<b>83,350</b>	<b>1,917</b>	<b>85,267</b>	<b>51,348</b>

**4th WORCESTER PARK SCOUT GROUP****STATEMENT OF ASSETS AND LIABILITIES****at 31st DECEMBER 2023**

Notes	2023		2022		
	General Funds £	Restricted Funds £	Total £	Total £	
<b>MONETARY ASSETS</b>					
<u>Group</u>					
	Bank Current Accounts	12,491	439	12,930	23,427
	CAF Gold Fund Accounts	42,887		42,887	20,028
	The Scout Association Short Term Investment Service	0	0	0	5,000
	Cash in Hand	0		0	1
	Sections Bank & Building Society Accounts	6,653		6,653	4,088
		<b>62,031</b>	<b>439</b>	<b>62,470</b>	<b>52,544</b>
<b>OTHER MONETARY ASSETS</b>					
2	Gift Aid Claims received to 31.08.23	4,741			0
	Gift Aid Claim for Autumn 2023 Recd Jan 2024	1,405			0
		<b>6,146</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>NON-MONETARY ASSETS</b>					
<b>Stocks</b>					
	T-Shirt, Scarves & Badges	0	0	0	0
	Freehold Land & Buildings	151,585		151,585	154,894
	Furniture & Scouting Equipment	7,974		7,974	8,860
	Motor Vehicles	3,669		3,669	4,316
<b>LIABILITIES</b>					
	Scout Association Loan			0	0
	Interest Charged 2nd January 2023 at 2.75%				
<b>CONTINGENT LIABILITIES AND FUTURE OBLIGATIONS</b>					
				None	None

## 4TH WORCESTER PARK SCOUT GROUP

### TRUSTEES' REPORT

#### FOR THE YEAR ENDED 31st DECEMBER 2023

(continued)

#### **FINANCIAL REVIEW**

The Accounts for the year have been drawn up on the receipts and payments basis which is consistent with previous periods. The charity had receipts more than payments during the year of £22,787. There was also the cost of a loan to service from the Scout Association of £15,925 including the interest payment which was over and above normal expenditure. The Group's budget is submitted and agreed by the Executive Committee prior to the financial year.

#### **INVESTMENT POLICY**

The charity does not have a formal investment policy. It endeavours to obtain the best possible return on its cash balances.

#### **RESERVES POLICY**

With the exception of £23,093, the accumulated funds are free reserves that have been built up over time to cover future expenditure on projects and future running costs. These funds are being utilised in accordance with the Group Development Plan. It is considered that the minimum reserve to be held at any one time should equate to twelve months unavoidable expenditure, such as maintaining our premises, insuring our vehicles etc. which is £22,531 approximately.

#### **RESPONSIBILITIES OF TRUSTEES**

Charity law requires Trustees to prepare accounts for each financial year which gives a true and fair view of the state of affairs of the charity and its incoming resources and application of resources, including the net income or expenditure for the year.

In preparing those accounts, the Trustees are required to:

- (a) Select suitable accounting policies and then apply them consistently.
- (b) Make judgements and estimates that are reasonable and prudent.
- (c) State whether applicable accounting standards and statements of recommended practice have been followed, subject to any material departure disclosed and explained in the accounts.
- (d) Prepare the accounts on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The Trustees are responsible for having proper accounting records kept, which disclose with reasonable accuracy at any time the financial position of the charity. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

#### **APPROVAL**

The report of the Trustees was approved by the Trustees on 13<sup>th</sup> May 2024 and signed on their behalf by:

Elizabeth Ashbury-Redican  
Group Secretary

**4th WORCESTER PARK SCOUT GROUP****STATEMENT OF ASSETS AND LIABILITIES****at 31st DECEMBER 2023****(continued)**

	<b>Freehold</b>		<b>Furniture &amp;</b>	<b>Motor</b>	
	<b>Land</b>	<b>Buildings</b>	<b>Equipment</b>	<b>Vehicles</b>	<b>TOTAL</b>
	£	£	£	£	£
<b>Opening Balance as at 01.01.23</b>	1,000	153,894	8,860	4,316	168,070
Additions					
Disposals					
Inflation Adjustment		4,617			4,617
	1,000	158,511	8,860	4,316	172,687
Less: depreciation		7,926	886	647	9,459
<b>Closing Balance at 31.12.23</b>	1,000	150,585	7,974	3,669	163,228

Analysis of Additions:

<b>Total Additions Less Disposals</b>	<b>0.00</b>
---------------------------------------	-------------

**4th WORCESTER PARK SCOUT GROUP****SECTIONS FINANCIAL STATEMENTS****as at 31st DECEMBER 2023**

	Balance at	<b>Year Ended 31st December 2023</b>		Balance at
	01.01.23	Receipts	Payments	31.12.23
	£	£	£	£
Anglia Pack	773.27	5,050.41	5,383.61	440.07
Aspen Colony	186.57	1,634.07	1,392.48	428.16
Birch Colony	564.30	1,050.00	579.81	1,034.49
Brownsea Pack	455.13	1,940.00	1,650.56	744.57
Cedar Colony	664.55	660.00	0.00	1,324.55
Charterhouse Pack	26.44	301.99	240.98	87.45
Purple Troop	465.44	1,790.00	1,707.05	548.39
Silver Troop	952.57	8,118.81	7,025.60	2,045.78
	<b>4,088.27</b>	<b>20,545.28</b>	<b>17,980.09</b>	<b>6,653.46</b>

**4TH WORCESTER PARK SCOUT GROUP**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31st DECEMBER 2023**

**1. Membership Subscriptions – £22,787**

Subscriptions of members are collected by the Group, via monthly standing order paid by parents. The gross amount collected in 2023 was £22,787. The amount due to the Scout Association as the annual census payment was £8,395, therefore the net amount that the Group kept for its operations was £14,392.

As per last year, the Group have changed the way that the Census payment appears in the accounts, i.e., it appears in the expenditure page (9), rather than in the income page (7), as per the Group's 2019 accounts.

**2. Gift Aid - £4,741.22**

Claims for the previous period (2023) were submitted during 2023 and Autumn term 2023 in 2024 and paid by HMRC in 2024. The total received in 2023 from HMRC was £4,741.22. The outstanding amount for Autumn 2023 was £1,405.27 which was received in February 2024.

**3. Freehold land**

This has been held in Trust for the Group by the Scout Association Trust Corporation since 15th August 1940. There are restrictive covenants in place as to its use. A nominal value of £1,000, which exceeds acquisition costs, has been placed thereon.

**4. Buildings**

These have been valued at their 1991 insurance reinstatement cost - adjusted for 1993 additions, inflation at 3% p.a., and depreciation at 5% p.a. It should be noted that the revised sum insured in February 2009 was £880,000.

**5. Furniture and equipment**

These have been valued at their 1991 insurance reinstatement cost - adjusted for additions and depreciation at 10%. It should be noted that the revised sum insured in February 2009 was £100,000.

**6. Motor vehicles**

These have been valued at cost less depreciation at 15% p.a.

**7. Section Accounts**

With respect to the Section Accounts, all Sections provided input and accounts to the Group in the 2023 reporting year.

**8. Group Development Loan**

As at 31<sup>st</sup> Dec. 2023, the amount outstanding owed to the Scout Association was £0.00. The Group decided to pay off the balance in full during the year as per the accounts.

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF THE**  
**4<sup>TH</sup> WORCESTER PARK SCOUT GROUP**

I report on the accounts of the Group for the year ended 31<sup>st</sup> December 2023 which are set out on pages 7 to 16.

**Respective responsibilities of trustees and examiner**

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- follow the procedures laid down in the General Directions given by the Charity Commissioners under section 145(5)(b) of the 2011 Act; and
- 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. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and the seeking of 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 2011 Act; and
- to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 2011 Act;

have 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.

Name           \*\*\*

Address       \*\*\*

Date           \*\* May 2024

**4TH WORCESTER PARK SCOUT GROUP**

England & Wales - Charity number 303853

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# Accounts

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**4<sup>th</sup> WORCESTER PARK SCOUT GROUP**

**RECEIPTS and PAYMENTS**

**OF THE GROUP'S ACCOUNTS**

**FOR THE YEAR ENDED**

**31<sup>st</sup> DECEMBER 2022**

## 4TH WORCESTER PARK SCOUT GROUP

### TRUSTEES' REPORT

#### FOR THE YEAR ENDED 31st DECEMBER 2022

#### **PRESIDENT**

Sheila Kinton

#### **VICE PRESIDENTS**

Ron Kinton

David Sweetland

Les Prescott

#### **TRUSTEES Ex-Officio – Appointment**

Valerie Street	-	Group Scout Leader
John Green	-	Group Chairman (until June 2022)
Chris Fowler	-	Assistant Group Scout Leader
Elizabeth Ashbury-Redican		Group Secretary
James Whittingham	-	Group Treasurer
Anne Mays	-	Section Leader - Beavers
Albert Short		Section Leader - Beavers
Steve Roberts		Section Leader - Cubs
Jack Francis		Section Leader - Cubs
Patrick Jacobs		Section Leader - Scouts
Tina O'Donnell	-	Section Leader - Explorers

#### **TRUSTEES Nominated - Appointment**

Andy Marshall	-	Group Quartermaster (from June 2022)
Grahame Worrall		
Anthony Ellis		
Sally Coates		
Archie Nicol		
John Green (from June 2022)		

**4<sup>TH</sup> WORCESTER PARK SCOUT GROUP**

**TRUSTEES' REPORT**

**FOR THE YEAR ENDED 31st DECEMBER 2022**

(continued)

**REFERENCE AND ADMINISTRATIVE INFORMATION**

REGISTERED CHARITY NO: 303853

REGISTRATION NUMBER  
WITH THE SCOUT ASSOCIATION: 16073

PRINCIPAL ADDRESS: Braemar Road  
Worcester Park  
Surrey KT4 8SW

**BANKERS AND OTHER ADVISERS:**

Bankers: CAF Bank Ltd  
West Malling  
Kent ME19 4JQ

Independent Examiner Norman MacDonald  
16 Donnington Road  
Worcester Park  
Surrey  
KT4 8EN

**CUSTODIAN TRUSTEES**

The Scout Association Trust Corporation

**CONTACT NAME AND ADDRESS**

Valerie Street  
4<sup>th</sup> Worcester Park Scout Group  
Braemar Road  
Worcester Park  
KT4 8SW

## **4TH WORCESTER PARK SCOUT GROUP**

### **TRUSTEES' REPORT**

#### **FOR THE YEAR ENDED 31st DECEMBER 2022**

**(continued)**

#### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

4<sup>th</sup> Worcester Park Scout Group is a Trust established under the rules of the Scout Association which are common to all Scout Groups. The Group operates in accordance with the Scout Association's Policy, Organisation and Rules. The Group is responsible, under the Sutton District Scout Council, for Scouting in the Worcester Park area.

#### **APPOINTMENT OF TRUSTEES**

Trustees are appointed in accordance with the Policy, Organisation and Rules of the Scout Association, by the members of the Group at the Annual General Meeting.

#### **RISK MANAGEMENT**

The Trustees have examined the major strategic, business and operational risks which the charity faces and confirm that systems have been established to enable regular reports to be produced so that the necessary steps can be taken to lessen these risks.

#### **ORGANISATIONAL STRUCTURE**

The Group is led by the Group Scout Leader and managed by the Group Executive Committee. They are accountable to the Group Scout Council (The Scouter's meeting) for the satisfactory running of the group.

The Group Scout Leader is assisted and supported by the Group Scouters in the delivery of a high-quality balanced programme for the young people within the Group.

The Group Scout Council is the electoral body, which supports scouting within the group. It is the body to which the Group Executive Committee is accountable.

The Group Scout Council and the Executive Committee meet once each term during the year.

#### **OBJECTIVES AND ACTIVITIES**

To promote and assist in the running of Scouting in Worcester Park.

The trustees confirm that they have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the charity's aims and objectives and in planning future activities.

The 4<sup>th</sup> Worcester Park Scout Group is responsible for providing Scouting in Worcester Park. The membership consists of 186 young persons of both sexes between the ages of 6 and 14 years. The leadership of these young people is provided by some 22 adult leaders and 18 adults in support roles, all of whom are unpaid volunteers. They are trained and appointed in accordance with the Scout Association's Policy, Organisation and Rules. The Group operates eight Sections as follows:

## **4TH WORCESTER PARK SCOUT GROUP**

### **TRUSTEES' REPORT**

#### **FOR THE YEAR ENDED 31st DECEMBER 2022**

**(continued)**

- 3 Beaver Colonies - meetings held weekly (55 Beavers)
- 3 Cub Packs - meetings held weekly (70 Cubs)
- 2 Scout Troops – meetings held weekly (61 Scouts)

An attractive programme of activities is provided to challenge all age groups. The Aim and Method of the Scout Association is:

*“to promote 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 Method of achieving the Aim of the Association is by providing an enjoyable and attractive scheme of progressive training, based on the Scout Promise and Law and guided by adult Leadership.”*

#### **ACHIEVEMENTS AND PERFORMANCE**

2022 saw a small variation in membership during the year as family commitments changed and some families moved out of the area. Fundraising saw a great increase as the Events team worked hard during the year. The main events were the Summer Fair which raised over £5,000 and the Christmas fair which raised £4,700.

We are grateful to the Explorers who volunteer to help with sections as young leaders throughout the year. Many of them are working towards their Duke of Edinburgh awards. One of our leaders earned her Duke of Edinburgh Gold Award and became the first in the group to gain her King's Scout Award. Long service awards were presented mostly at the termly Scouts Own. Chief Scout's commendations were awarded for those who give even more time to the group and make such a difference.

The Group continues to invest in equipment and training for its Leaders to provide a varied range of activities for young people who are members of the Group. All sections meet weekly during term time and make the best of our facilities outdoors when possible. Other activities included weekend and week-long camps for the Cub and Scout sections. The Beavers had the opportunity to take part in a sleepover. A group of Scouts, Explorers and Leaders visited Snowdonia at Easter time.

We held a special lunch in May for all members and their families in the Group to celebrate the Queen's Platinum Jubilee. A thank you BBQ was also held in July for all the volunteers who give so much time to the group. The Group continues to work towards completion of its Development Plan, and this is reviewed regularly.

We are blessed to have an excellent Maintenance team who not only carry out small repairs and maintenance but who are willing to take on some of the work from the Development Plan, which in turn keeps the cost down. We are most fortunate to have an excellent Quarter Master with assistants who maintain all our equipment.

The group is fortunate to own two minibuses and a trailer, and we have a Transport Manager who looks after them. Our facilities are used by pre-school groups, dog training and for dancing. It is available for District and County to use for training and skills days. It is also available for Childrens parties at the weekend all of which are managed by a Lettings Co-ordinator. Sadly, one of the groups Vice Presidents Brian Yearly died in August. He gave so much time to the group as the former Quarter Master.

4th WORCESTER PARK SCOUT GROUPRECEIPTS AND PAYMENT ACCOUNT SUMMARYFOR THE YEAR ENDED 31st DECEMBER 2022

	2022			2021
	General Funds £	Restricted Funds £	Total £	Total £
Total Receipts for the year (see attached)	67,806	601	68,407	49,260
Total Payments for the year (see attached)	51,348	0	51,348	42,255
Net Receipts (Payments) for the year	16,458	601	17,059	7,005
Cash, Bank & Similar Funds Brought Forward (balance at 31 Dec. 2021)	13,432	22,053	35,485	28,480
Total Loans received/utilised in the year	0	0	0	0
Carried Down	29,890	22,654	52,544	35,485

The above account and accompanying statement of assets and liabilities were approved by the Trustees on 10 May 2023 and signed on their behalf by:

[INSERT SIGNATURE]



Elizabeth Ashbury-  
Redican  
Group Secretary

**4th WORCESTER PARK SCOUT GROUP****RECEIPTS AND PAYMENTS ACCOUNT SUMMARY****FOR THE YEAR ENDED 31st DECEMBER 2022****RECEIPTS**

	Notes	2022			2021
		General Funds £	Restricted Funds £	Total £	Total £
Membership Subscriptions	1	21,752		21,752	20,009
		<b>21,752</b>	<b>0</b>	<b>21,752</b>	<b>20,009</b>
<u>Investment Income</u>					
Current Account Bank Interest		13		13	0
Scout Ass. Short Term Investment Service		10		10	24
Savings Account Bank Interest		76		76	2
		<b>100</b>	<b>0</b>	<b>100</b>	<b>26</b>
<u>Donations / Grants</u>					
Grants (Jack Petchey)		0	600	600	2,000
Grants (i.e. Sutton District Council)		0		0	8,859
Donations (e.g. Graham Andrews)		3,438		3,438	3,024
		<b>3,438</b>	<b>600</b>	<b>4,038</b>	<b>13,883</b>
<u>Activities</u>					
BP Supper		183		183	0
Anniversary Celebrations		0		0	0
Outings		0		0	0
General Activities/Misc.		1,389		1,389	3,098
		<b>1,572</b>	<b>0</b>	<b>1,572</b>	<b>3,098</b>
<u>Fund Raising</u>					
Fundraising Events Team		11,904		11,904	3,998
		<b>11,904</b>	<b>0</b>	<b>11,904</b>	<b>3,998</b>

**4th WORCESTER PARK SCOUT GROUP****RECEIPTS AND PAYMENTS ACCOUNT SUMMARY****FOR THE YEAR ENDED 31st DECEMBER 2022****RECEIPTS (cont'd)**

	Notes	2022			2021
		General Funds £	Restricted Funds £	Total £	Total £
<u>Other Income</u>					
Gift Aid	2	4,963		4,963	3,392
Explorers		1,877		1,877	714
HQ Usage (Hall Hire/Grounds Hire)		19,049		19,049	4,085
Scouts Own/Good Turn Fund		155	0	155	0
Equipment		0		0	0
Sections Income		2,385		2,385	0
Training		0		0	0
Uniforms / Badges		0		0	0
Group Development Fund		0		0	0
Fenner Fund		0	1	1	0
Minibus Hire		610		610	55
		29,040	1	29,041	8,247
<b>TOTAL RECEIPTS</b>					
		67,806	601	68,407	49,260

**4th WORCESTER PARK SCOUT GROUP****RECEIPTS AND PAYMENT ACCOUNT SUMMARY****FOR THE YEAR ENDED 31st DECEMBER 2022****PAYMENTS**

Notes	2022			2021
	General Funds £	Restricted Funds £	Total £	Total £
Census payment (paid to Scout Assoc.)	7,920		7,920	6,034
<u>Premises and Insurance</u>				
Business Rates	358		358	183
Water Rates	229		229	218
Gas [dual fuel in 2022 - see Elec]	0		0	0
Electricity [dual fuel in 2022]	2,496		2,496	2,045
Insurance - Buildings & Contents	9,300		9,300	8,572
Maintenance (Site/Grounds/H&S/Cleaning)	8,148		8,148	6,333
	28,451	0	28,451	23,385
<u>Donations and Grants</u>				
Grants	0	0	0	0
Donations	653	0	653	0
	653	0	653	0
<u>Activities</u>				
BP Supper	191		191	0
Training	0		0	0
Camps	0		0	0
Section Activities/Camps	0		0	652
Equipment (Quarter Master)	0		0	0
Outings	0		0	0
Activities / Materials	0		0	0
Other	0		0	0
	191	0	191	652

**4th WORCESTER PARK SCOUT GROUP****RECEIPTS AND PAYMENT ACCOUNT SUMMARY****FOR THE YEAR ENDED 31st DECEMBER 2022****PAYMENTS (cont/d)**

Notes	2022			2021
	General Funds £	Restricted Funds £	Total £	Total £
<u>Transport</u>				
Petrol & Diesel	897		897	255
Vehicle Licences (VED)	330		330	335
Vehicle Servicing	2,146		2,146	2,381
Vehicle Insurance	2,204		2,204	1,406
	5,576	0	5,576	4,377
<u>Fund Raising</u>				
Fundraising Events Team	3,700		3,700	1,752
	3,700	0	3,700	1,752
<u>Admin/Establishment expenses</u>				
TV Licence	0		0	51
Bank charges/fees	129		129	96
Fire/Security System Install/Service Fees	1,190		1,190	796
Printing & Photocopier	167		167	120
Office Supplies/Stationery	82		82	37
Telephone & Internet	429		429	399
Web Fees (OSM/Website)	271		271	245
Miscellaneous	1,809		1,809	1,268
	4,079	0	4,079	3,012
<u>Other Expenses</u>				
Uniform / Badge Purchases	1,373		1,373	1,346
Scouts Own Collections / Good Turns	0		0	0
Group Loan Repayment (Gilwell/HQ)	0	0	0	5,420
Group Funds (Disbursement to Sections)	7,325	0	7,325	2,311
	8,698	0	8,698	9,077
<b>TOTAL PAYMENTS</b>	<b>51,348</b>	<b>0</b>	<b>51,348</b>	<b>42,255</b>

**4th WORCESTER PARK SCOUT GROUP****STATEMENT OF ASSETS AND LIABILITIES****at 31st DECEMBER 2022**

Notes	2022			2021
	General Funds £	Restricted Funds £	Total £	Total £
<b>MONETARY ASSETS</b>				
<b>Group</b>				
Bank Current Account	23,427	0	23,427	3,316
CAF Gold Fund	18,473	1,556	20,028	25,466
The Scout Association Short Term Investment Service	5,000	0	5,000	5,000
Fenner Fund	0	1	1	0
Sections Bank & Building Society Accounts	4,088	0	4,088	1,703
	50,988	1,557	52,544	35,485
<b>OTHER MONETARY ASSETS</b>				
2 Gift Aid Claim for year to 31.12.22	0	0	0	0
<b>NON-MONETARY ASSETS</b>				
<b>Stocks</b>				
T-Shirt, Scarves & Badges	0	0	0	0
Freehold Land & Buildings	3 & 4 154,894		154,894	158,275
Furniture & Scouting Equipment	4 & 5 8,860		8,860	9,844
Motor Vehicles	6 4,316		4,316	5,078
<b>LIABILITIES</b>				
Scout Association Loan			15,000	15,000
Interest Charged 2nd January 2022 at 2.1%				
<b>CONTINGENT LIABILITIES AND FUTURE OBLIGATIONS</b>				
			None	None

## 4TH WORCESTER PARK SCOUT GROUP

### TRUSTEES' REPORT

FOR THE YEAR ENDED 31st DECEMBER 2022

(continued)

#### **FINANCIAL REVIEW**

The Accounts for the year have been drawn up on the receipts and payments basis which is consistent with previous periods. The charity had receipts more than payments during the year of £17,059. There was also the cost of a loan to service from the Scout Association (£5,375, including the interest payment but which was actually paid in early Jan. 2023) which was over and above normal expenditure. The Group's budget is submitted and agreed by the Executive Committee prior to the financial year.

#### **INVESTMENT POLICY**

The charity does not have a formal investment policy. It endeavours to obtain the best possible return on its cash balances.

#### **RESERVES POLICY**

With the exception of £22,654 the accumulated funds are free reserves that have been built up over time to cover future expenditure on projects and future running costs. These funds are being utilised in accordance with the Group Development Plan. It is considered that the minimum reserve to be held at any one time should equate to twelve months unavoidable expenditure, such as maintaining and insuring our premises, insuring our vehicles etc. - £26,000 approximately.

#### **RESPONSIBILITIES OF TRUSTEES**

Charity law requires Trustees to prepare accounts for each financial year which gives a true and fair view of the state of affairs of the charity and its incoming resources and application of resources, including the net income or expenditure for the year.

In preparing those accounts, the Trustees are required to:

- (a) Select suitable accounting policies and then apply them consistently.
- (b) Make judgements and estimates that are reasonable and prudent.
- (c) State whether applicable accounting standards and statements of recommended practice have been followed, subject to any material departure disclosed and explained in the accounts.
- (d) Prepare the accounts on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The Trustees are responsible for having proper accounting records kept, which disclose with reasonable accuracy at any time the financial position of the charity. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

#### **APPROVAL**

The report of the Trustees was approved by the Trustees on 10 May 2023 and signed on their behalf by:

Elizabeth Ashbury-Redican  
Group Secretary



**4th WORCESTER PARK SCOUT GROUP****STATEMENT OF ASSETS AND LIABILITIES****at 31st DECEMBER 2022****(continued)**

Notes	Freehold		Furniture &	Motor	TOTAL
	Land	Buildings	Equipment	Vehicles	
	£	£	£	£	£
<b>Opening Balance as at 1.1.22</b>	1,000	157,275	9,844	5,078	173,197
Additions					
Disposals					
Inflation Adjustment		4,718			4,718
	1,000	161,993	9,844	5,078	177,915
Less: depreciation		8,100	984	762	9,846
<b>Closing Balance at 31.12.22</b>	1,000	153,894	8,860	4,316	168,069

Analysis of Additions:

<b>Total Additions Less Disposals</b>	<b>0.00</b>
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**4th WORCESTER PARK SCOUT GROUP****SECTIONS FINANCIAL STATEMENTS****as at 31st DECEMBER 2022**

	Notes 7	Balance at	Year Ended 31st December 2022		Balance at
		01.01.22 £	Receipts £	Payments £	31.12.22 £
Aspen Colony		305.21	506.00	624.64	186.57
Birch Colony		611.75	165.00	212.45	564.30
Cedar Colony		501.00	399.00	235.45	664.55
Anglia Pack		-328.36	7,501.39	6,399.76	773.27
Brownsea Pack		309.12	972.00	825.99	455.13
Charterhouse Pack		151.54	0.00	125.10	26.44
Purple		16.82	4,167.99	3,719.37	465.44
Silver		136.39	13,318.22	12,502.04	952.57
		<b>1,703.47</b>	<b>27,029.60</b>	<b>24,644.80</b>	<b>4,088.27</b>

**4TH WORCESTER PARK SCOUT GROUP**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31st DECEMBER 2022**

**1. Membership Subscriptions – £21,752**

Subscriptions of members are collected by the Group, via monthly standing order paid by parents. The gross amount collected in 2022 was £21,752. The amount due to the Scout Association as the annual census payment was £7,920, therefore the net amount that the Group kept for its operations was £13,832.

As per last year, the Group have changed the way that the Census payment appears in the accounts, i.e., it appears in the expenditure page (9), rather than in the income page (7), as per the Group's 2019 accounts.

**2. Gift Aid - £4,963**

Claims for the previous period (2021 and during 2022) were submitted in 2022 and paid by HMRC in January and September 2022. The total received in 2022 from HMRC was £4,963.43.

**3. Freehold land**

This has been held in Trust for the Group by the Scout Association Trust Corporation since 15th August 1940. There are restrictive covenants in place as to its use. A nominal value of £1,000, which exceeds acquisition costs, has been placed thereon.

**4. Buildings**

These have been valued at their 1991 insurance reinstatement cost - adjusted for 1993 additions, inflation at 3% p.a., and depreciation at 5% p.a. It should be noted that the revised sum insured in February 2009 was £880,000.

**5. Furniture and equipment**

These have been valued at their 1991 insurance reinstatement cost - adjusted for additions and depreciation at 10%. It should be noted that the revised sum insured in February 2009 was £100,000.

**6. Motor vehicles**

These have been valued at cost less depreciation at 15% p.a.

**7. Section Accounts**

With respect to the Section Accounts, all Sections provided input and accounts to the Group in the 2022 reporting year.

**8. Group Development Loan**

As of 31<sup>st</sup> Dec. 2022, the amount outstanding owed to the Scout Association was £15,000.

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF THE**  
**4<sup>TH</sup> WORCESTER PARK SCOUT GROUP**

I report on the accounts of the Group for the year ended 31<sup>st</sup> December 2022 which are set out on pages 6 to 15.

**Respective responsibilities of trustees and examiner**

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- follow the procedures laid down in the General Directions given by the Charity Commissioners under section 145(5)(b) of the 2011 Act; and
- 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. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and the seeking of 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 2011 Act; and
- to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 2011 Act;

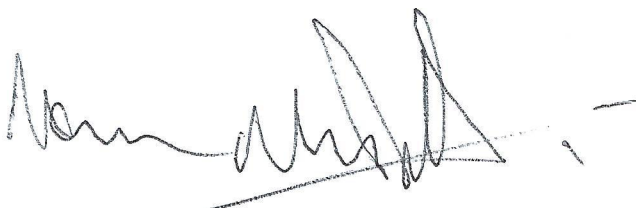
have not been met, or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Name                Norman MacDonald  
                          (Retired Chartered Management Accountant and member of Chartered Inst. of Mgmt. Accts)

Address            16 Donnington Road  
                          Worcester Park  
                          Surrey  
                          KT4 8EN

Date                12 May 2023



**4TH WORCESTER PARK SCOUT GROUP**

England & Wales - Charity number 303853

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# Accounts

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**4<sup>th</sup> WORCESTER PARK SCOUT GROUP**

**RECEIPTS and PAYMENTS**

**OF THE GROUP'S ACCOUNTS**

**FOR THE YEAR ENDED**

**31<sup>st</sup> DECEMBER 2021**

## 4TH WORCESTER PARK SCOUT GROUP

### TRUSTEES' REPORT

#### FOR THE YEAR ENDED 31st DECEMBER 2021

#### **PRESIDENT**

Sheila Kinton

#### **VICE PRESIDENTS**

Ron Kinton  
Brian Yearly  
David Sweetland  
Les Prescott

#### **TRUSTEES Ex-Officio – Appointment**

Valerie Street	-	Group Scout Leader
John Green	-	Group Chairman
Chris Fowler	-	Assistant Group Scout Leader
David Sweetland	-	Assistant Group Scout Leader (until June 2021)
Tom Pennington	-	Assistant Group Scout Leader (until October 2021)
Elizabeth Ashbury-Redican	-	Group Secretary
James Whittingham	-	Group Treasurer
Anne Mays	-	Section Leader - Beavers
Albert Short	-	Section Leader - Beavers
Steve Roberts	-	Section Leader - Cubs
Jack Francis	-	Section Leader - Cubs
Margaret Pennington	-	Section Leader - Cubs
Patrick Jacobs	-	Section Leader - Scouts
Chris Fowler	-	Section Leader - Scouts
Tina O'Donnell	-	Section Leader - Explorers

#### **TRUSTEES Nominated - Appointment**

Andy Marshall	-	Group Quartermaster (until July 2021)
---------------	---	---------------------------------------

**4<sup>TH</sup> WORCESTER PARK SCOUT GROUP**

**TRUSTEES' REPORT**

**FOR THE YEAR ENDED 31st DECEMBER2021**

(continued)

**REFERENCE AND ADMINISTRATIVE INFORMATION**

REGISTERED CHARITY NO: 303853

REGISTRATION NUMBER  
WITH THE SCOUT ASSOCIATION: 16073

PRINCIPAL ADDRESS: Braemar Road  
Worcester Park  
Surrey KT4 8SW

**BANKERS AND OTHER ADVISERS:**

Bankers: CAF Bank Ltd  
West Malling  
Kent ME19 4JQ

Independent Examiner Norman McDonald  
16 Donnington Road  
Worcester Park  
Surrey  
KT4 8EN

**CUSTODIAN TRUSTEES**

The Scout Association Trust Corporation

**CONTACT NAME AND ADDRESS**

Valerie Street  
4<sup>th</sup> Worcester Park Scout Group  
Braemar Road  
Worcester Park  
KT4 8SW

## **4TH WORCESTER PARK SCOUT GROUP**

### **TRUSTEES' REPORT**

#### **FOR THE YEAR ENDED 31st DECEMBER 2021**

**(continued)**

#### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

4<sup>th</sup> Worcester Park Scout Group is a Trust established under the rules of the Scout Association which are common to all Scout Groups.

The Group operates in accordance with the Scout Association's Policy, Organisation and Rules.

The Group is responsible, under the Sutton District Scout Council, for Scouting in the Worcester Park area.

#### **APPOINTMENT OF TRUSTEES**

Trustees are appointed in accordance with the Policy, Organisation and Rules of the Scout Association, by the members of the Group at the Annual General Meeting.

#### **RISK MANAGEMENT**

The Trustees have examined the major strategic, business and operational risks which the charity faces and confirm that systems have been established to enable regular reports to be produced so that the necessary steps can be taken to lessen these risks.

#### **ORGANISATIONAL STRUCTURE**

The Group is led by the Group Scout Leader and managed by the Group Executive Committee. They are accountable to the Group Scout Council (The Scouter's meeting) for the satisfactory running of the group.

The Group Scout Leader is assisted and supported by the Group Scouters in the delivery of a high-quality balanced programme for the young people within the Group.

The Group Scout Council is the electoral body, which supports scouting within the group. It is the body to which the Group Executive Committee is accountable.

The Group Scout Council and the Executive Committee meet on alternate months during the year.

#### **OBJECTIVES AND ACTIVITIES**

To promote and assist in the running of Scouting in Worcester Park.

The trustees confirm that they have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the charity's aims and objectives and in planning future activities.

The 4<sup>th</sup> Worcester Park Scout Group is responsible for providing Scouting in Worcester Park. The membership consists of 194 young persons of both sexes between the ages of 6 and 14 years. The leadership of these young people is provided by some 26 adults, all of whom are unpaid volunteers. They are trained and appointed in accordance with the Scout Association's Policy, Organisation and Rules. The Group operates eight Sections as follows:

## 4TH WORCESTER PARK SCOUT GROUP

### TRUSTEES' REPORT

#### FOR THE YEAR ENDED 31st DECEMBER 2021

(continued)

3 Beaver Colonies - meetings held weekly (64 Beavers)

3 Cub Packs - meetings held weekly (76 Cubs)

2 Scout Troops – meetings held weekly (54 Scouts)

An attractive programme of activities is provided to challenge all age groups. The Aim and Method of the Scout Association is:

*“to promote 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 Method of achieving the Aim of the Association is by providing an enjoyable and attractive scheme of progressive training, based on the Scout Promise and Law and guided by adult Leadership.”*

#### **ACHIEVEMENTS AND PERFORMANCE**

2021 saw a small increase in membership due to the return of scouting in the summer following restrictions being relaxed after to the Covid pandemic. For the first part of the year, each section endeavoured to continue to maintain a limited programme via on-line meetings; face to face scouting resumed in May following a change in government guidelines. We held Scouts Owns during the year when pandemic conditions permitted with part of the meeting used to move young people up from Beavers to Cubs and Cubs to Scouts.

Fundraising was restarted during 2021, following a cessation in 2020. The 4<sup>th</sup> Worcester Park Group was grateful for the financial assistance provided (£8,860) by the London Borough of Sutton in the form of a grant for business rates payers as part of its *Retail, Hospitality and Leisure Grant Fund* disbursements which were impacted by COVID-19 and had to close/scale back activities.

We are grateful to the Explorers who volunteer to help with sections as young leaders when conditions allowed throughout the year.

The Events Team was able to resume a limited number of face-to-face events in 2021. Our activities took the form of an on-line raffle fundraising event in place of a face-to-face Summer Fair, and we were able to run our Christmas Fair in person for the first time since 2019. The fundraising total in 2021 was £2,246 (once associated expenses had been accounted for and deducted).

The Group has one active support unit to support the Group's older members - known as the Fellowship. They were able to resume meeting face-to-face from June '21 onwards in line with Covid restrictions being eased. The Group continues to invest in equipment and training for its Leaders to provide a varied range of activities for young people who are members of the Group and also other local Groups. The Group continues to work towards completion of its Development Plan. This is reviewed regularly.

We are blessed to have an excellent Maintenance team who not only carry out small repairs and maintenance but who are willing to take on some of the work from the Development plan, which in turn keeps the cost down. We have been most fortunate to have an excellent Quarter Master with two efficient assistants who have taken care of all our equipment in the past. However, we were sorry that during 2021 the Quartermaster and one of his assistants relinquished their roles.

**4th WORCESTER PARK SCOUT GROUP****RECEIPTS AND PAYMENT ACCOUNT SUMMARY****FOR THE YEAR ENDED 31st DECEMBER 2021**

	2021			2020
	General Funds £	Restricted Funds £	Total £	Total £
Total Receipts for the year (see attached)	47,260	2,000	49,260	52,215
Total Payments for the year (see attached)	42,255	0	42,255	55,430
Net Receipts (Payments) for the year	5,005	2,000	7,005	-3,215
Cash, Bank & Similar Funds Brought Forward (balance at 31 Dec. 2020)	8,427	20,053	28,480	31,695
Total Loans received/utilised in the year	0	0	0	0
Carried Down	13,432	22,053	35,485	28,480

The above account and accompanying statement of assets and liabilities were approved by the Trustees on 16 June 2022 and signed on their behalf by:



John Green  
Group Chairman

**4th WORCESTER PARK SCOUT GROUP****RECEIPTS AND PAYMENTS ACCOUNT SUMMARY****FOR THE YEAR ENDED 31st DECEMBER 2021****RECEIPTS**

	Notes	2021			2020
		General Funds £	Restricted Funds £	Total £	Total £
Membership Subscriptions	1	20,009		20,009	20,089
		<b>20,009</b>	<b>0</b>	<b>20,009</b>	<b>20,089</b>
<u>Investment Income</u>					
Current Account Bank Interest		0		0	0
Scout Ass. Short Term Investment Service		24		24	18
Savings Account Bank Interest		2		2	10
		<b>26</b>	<b>0</b>	<b>26</b>	<b>28</b>
<u>Donations / Grants</u>					
Grants (Jack Petchey)		0	2,000	2,000	1,250
Grants (i.e. Sutton District Council)		8,859		8,859	10,000
Donations (e.g. Graham Andrews)		3,024		3,024	2,538
		<b>11,883</b>	<b>2,000</b>	<b>13,883</b>	<b>13,788</b>
<u>Activities</u>					
BP Supper		0		0	200
Camp		0		0	0
Section Camps		0		0	0
Anniversary Celebrations		0		0	0
Outings		0		0	0
General Activities/Misc.		3,098		3,098	861
		<b>3,098</b>	<b>0</b>	<b>3,098</b>	<b>1,060</b>
<u>Fund Raising</u>					
Fundraising Events Team		3,998		3,998	4,895
		<b>3,998</b>	<b>0</b>	<b>3,998</b>	<b>4,895</b>

**4th WORCESTER PARK SCOUT GROUP**

**RECEIPTS AND PAYMENTS ACCOUNT SUMMARY**

**FOR THE YEAR ENDED 31st DECEMBER 2021**

**RECEIPTS (cont'd)**

	Notes	2021			2020
		General Funds £	Restricted Funds £	Total £	Total £
<u>Other Income</u>					
Gift Aid	2	3,392		3,392	6,624
Explorers		714		714	1,012
HQ Usage (Hall Hire/Grounds Hire)		4,085		4,085	1,262
Scouts Own/Good Turn Fund		0	0	0	193
Equipment		0		0	0
Training		0		0	0
Uniforms / Badges		0		0	0
Group Development Fund		0		0	3,073
Fenner Fund		0	0	0	150
Minibus Hire		55		55	42
		8,247	0	8,247	12,356
<b>TOTAL RECEIPTS</b>					
		47,260	2,000	49,260	52,215

4th WORCESTER PARK SCOUT GROUPRECEIPTS AND PAYMENT ACCOUNT SUMMARYFOR THE YEAR ENDED 31st DECEMBER 2021**PAYMENTS**

Notes	2021			2020
	General Funds £	Restricted Funds £	Total £	Total £
Census payment (paid to Scout Assoc.)	6,034		6,034	7,683
<u>Premises and Insurance</u>				
Business Rates	183		183	212
Water Rates	218		218	214
Gas [dual fuel in 2021 - see Elec]	0		0	532
Electricity [dual fuel in 2021]	2,045		2,045	2,375
Insurance - Buildings & Contents	8,572		8,572	9,071
Maintenance (Site/Grounds/H&S/Cleaning)	6,333		6,333	17,038
	<u>23,385</u>	<u>0</u>	<u>23,385</u>	<u>37,124</u>
<u>Donations and Grants</u>				
Grants	0	0	0	0
Donations	0	0	0	56
	<u>0</u>	<u>0</u>	<u>0</u>	<u>56</u>
<u>Activities</u>				
BP Supper	0		0	194
Training	0		0	0
Camps	0		0	0
Section Activities/Camps	652		652	518
Equipment (Quarter Master)	0		0	300
Outings	0		0	0
Activities / Materials	0		0	0
Other	0		0	0
	<u>652</u>	<u>0</u>	<u>652</u>	<u>1,013</u>

**4th WORCESTER PARK SCOUT GROUP****RECEIPTS AND PAYMENT ACCOUNT SUMMARY****FOR THE YEAR ENDED 31st DECEMBER 2021****PAYMENTS (cont/d)**

Notes	2021			2020
	General Funds £	Restricted Funds £	Total £	Total £
<u>Transport</u>				
Petrol & Diesel	255		255	268
Vehicle Licences (VED)	335		335	165
Vehicle Servicing	2,381		2,381	257
Vehicle Insurance	1,406		1,406	1,797
	4,377	0	4,377	2,487
<u>Fund Raising</u>				
Fundraising Events Team	1,752		1,752	779
	1,752	0	1,752	779
<u>Admin/Establishment expenses</u>				
TV Licence	51		51	156
Bank charges/fees	96		96	60
Fire/Security System Install/Service Fees	796		796	3,684
Printing & Photocopier	120		120	0
Office Supplies/Stationery	37		37	253
Telephone & Internet	399		399	395
Web Fees (OSM/Website)	245		245	179
Miscellaneous	1,268		1,268	0
	3,012	0	3,012	4,727
<u>Other Expenses</u>				
Uniform / Badge Purchases	1,346		1,346	1,469
Scouts Own Collections / Good Turns	0		0	0
Group Loan Repayment (Gilwell/HQ)	5,420	0	5,420	5,688
Group Funds (Disbursement to Sections)	2,311	0	2,311	2,088
	9,077	0	9,077	9,245
<b>TOTAL PAYMENTS</b>	<b>42,255</b>	<b>0</b>	<b>42,255</b>	<b>55,430</b>

**4th WORCESTER PARK SCOUT GROUP****STATEMENT OF ASSETS AND LIABILITIES****at 31st DECEMBER 2021**

	Notes	2021			2020
		General Funds £	Restricted Funds £	Total £	Total £
<b>MONETARY ASSETS</b>					
<u>Group</u>					
Bank Current Account		66	3,250	3,316	5,720
CAF Gold Fund		25,466	0	25,466	15,404
The Scout Association Short Term Investme		5,000	0	5,000	5,000
Fenner Fund		0	0	0	
Sections Bank & Building Society Accounts		1,703	0	1,703	2,356
		<u>32,235</u>	<u>3,250</u>	<u>35,485</u>	<u>28,480</u>
<b>OTHER MONETARY ASSETS</b>					
Gift Aid Claim for year	2				
		0	0	0	0
<b>NON-MONETARY ASSETS</b>					
<b>Stocks</b>					
T-Shirt, Scarves & Badges		0	0	0	0
Freehold Land & Buildings	3 & 4	158,275		158,275	161,731
Furniture & Scouting Equipment	4 & 5	9,844		9,844	10,938
Motor Vehicles	6	5,078		5,078	5,974
<b>LIABILITIES</b>					
Scout Association Loan				15,000	20,000
Interest Charged 2nd January 2021 at 2.1%					
<b>CONTINGENT LIABILITIES AND FUTURE OBLIGATIONS</b>					
				None	None

## 4TH WORCESTER PARK SCOUT GROUP

### TRUSTEES' REPORT

#### FOR THE YEAR ENDED 31st DECEMBER 2021

(continued)

#### **FINANCIAL REVIEW**

The Accounts for the year have been drawn up on the receipts and payments basis which is consistent with previous periods. The charity had receipts more than payments during the year of £7,005. There was also the cost of a loan to service from the Scout Association (£5,420, including the interest payment) which was over and above normal expenditure, but this is included in the above and included in the Group's budget which is submitted and agreed by the Executive Committee prior to the financial year.

#### **INVESTMENT POLICY**

The charity does not have a formal investment policy. It endeavours to obtain the best possible return on its cash balances.

#### **RESERVES POLICY**

With the exception of £22,053 the accumulated funds are free reserves that have been built up over time to cover future expenditure on projects and future running costs. These funds are being utilised in accordance with the Group Development Plan. It is considered that the minimum reserve to be held at any one time should equate to twelve months unavoidable expenditure, such as maintaining our premises, insuring our vehicles etc. - £19,000 approximately.

#### **RESPONSIBILITIES OF TRUSTEES**

Charity law requires Trustees to prepare accounts for each financial year which gives a true and fair view of the state of affairs of the charity and its incoming resources and application of resources, including the net income or expenditure for the year.

In preparing those accounts, the Trustees are required to:

- (a) Select suitable accounting policies and then apply them consistently.
- (b) Make judgements and estimates that are reasonable and prudent.
- (c) State whether applicable accounting standards and statements of recommended practice have been followed, subject to any material departure disclosed and explained in the accounts.
- (d) Prepare the accounts on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The Trustees are responsible for having proper accounting records kept, which disclose with reasonable accuracy at any time the financial position of the charity. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

#### **APPROVAL**

The report of the Trustees was approved by the Trustees on 16 June 2022 and signed on their behalf by:

John Green  
Group Chairman



**4th WORCESTER PARK SCOUT GROUP****STATEMENT OF ASSETS AND LIABILITIES****at 31st DECEMBER 2021****(continued)**

Notes	<b>Freehold Land</b>	<b>Buildings</b>	<b>Furniture &amp; Equipment</b>	<b>Motor Vehicles</b>	<b>TOTAL</b>
	£	£	£	£	£
<b>Opening Balance as at 1.1.21</b>	1,000	160,731	10,938	5,974	178,643
Additions					
Disposals					
Inflation Adjustment		4,822			4,822
	1,000	165,553	10,938	5,974	183,465
Less: depreciation		8,278	1,094	896	10,268
<b>Closing Balance at 31.12.21</b>	<b>1,000</b>	<b>157,275</b>	<b>9,844</b>	<b>5,078</b>	<b>173,197</b>

Analysis of Additions:

**Note** - the total noted in the 2020 (as at 31.12.20) accounts was 179,043 which was overstated by £400, and has been corrected here in these accounts

<b>Total Additions Less Disposals</b>	0.00
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**4th WORCESTER PARK SCOUT GROUP****SECTIONS FINANCIAL STATEMENTS****as at 31st DECEMBER 2021**

	Notes 7	Balance at	<u>Year Ended 31st December 2021</u>		Balance at
		01.01.21 £	Receipts £	Payments £	31.12.21 £
Active Support (Fellowship)		353.36	0.00	353.36	0.00
Aspen Colony		155.37	471.65	321.81	305.21
Birch Colony		460.57	350.23	199.05	611.75
Cedar Colony		498.26	18.67	15.93	501.00
Anglia Pack		-409.42	1,306.56	1,225.50	-328.36
Brownsea Pack		391.87	140.70	223.45	309.12
Charterhouse Pack		413.54	13.00	275.00	151.54
Purple		0.00	959.00	942.18	16.82
Silver		491.95	0.00	355.56	136.39
		<b>2,355.50</b>	<b>3,259.81</b>	<b>3,911.84</b>	<b>1,703.47</b>

**4TH WORCESTER PARK SCOUT GROUP**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31st DECEMBER 2021**

**1. Membership Subscriptions – £20,009**

Subscriptions of members are collected by the Group, via monthly standing order paid by parents. The gross amount collected in 2021 was £20,009. The amount due to the Scout Association as the annual census payment was £6,034, therefore the net amount that the Group kept for its operations was £13,975.

As per last year, the Group have changed the way that the Census payment appears in the accounts, i.e., it appears in the expenditure page (9), rather than in the income page (7), as per the Group's 2019 accounts.

**2. Gift Aid - £3,392**

Claims for 2020 (and 2021) were submitted in 2021 and paid by HMRC in June and December 2021. The total received in 2021 from HMRC was £3,392.29. The latest claim made in late 2021 will be reflected in the 2022 accounts.

**3. Freehold land**

This has been held in Trust for the Group by the Scout Association Trust Corporation since 15th August 1940. There are restrictive covenants in place as to its use. A nominal value of £1,000, which exceeds acquisition costs, has been placed thereon.

**4. Buildings**

These have been valued at their 1991 insurance reinstatement cost - adjusted for 1993 additions, inflation at 3% p.a., and depreciation at 5% p.a. It should be noted that the revised sum insured in February 2009 was £880,000.

**5. Furniture and equipment**

These have been valued at their 1991 insurance reinstatement cost - adjusted for additions and depreciation at 10%. It should be noted that the revised sum insured in February 2009 was £100,000.

**6. Motor vehicles**

These have been valued at cost less depreciation at 15% p.a.

**7. Section Accounts**

With respect to the Section Accounts, all Sections provided input and accounts to the Group in the 2021 reporting year.

**8. Group Development Loan**

As at 31<sup>st</sup> Dec. 2021, the amount outstanding owed to the Scout Association was £15,000.

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF THE**  
**4<sup>TH</sup> WORCESTER PARK SCOUT GROUP**

I report on the accounts of the Group for the year ended 31<sup>st</sup> December 2021 which are set out on pages 6 to 15.

**Respective responsibilities of trustees and examiner**

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- follow the procedures laid down in the General Directions given by the Charity Commissioners under section 145(5)(b) of the 2011 Act; and
- 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. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and the seeking of 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 2011 Act; and
- to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 2011 Act;

have 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.

Name                    Norman MacDonald   
(retired Chartered Management Accountant and member of Chartered Inst. of Mgmt. Accts)

Address                16 Donnington Road  
                             Worcester Park  
                             Surrey  
                             KT4 8EN

Date                    15 June 2022

**4TH WORCESTER PARK SCOUT GROUP**

England & Wales - Charity number 303853

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# Accounts

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**4<sup>th</sup> WORCESTER PARK SCOUT GROUP**

**RECEIPTS and PAYMENTS**

**OF THE GROUP'S ACCOUNTS**

**FOR THE YEAR ENDED**

**31<sup>st</sup> DECEMBER 2020**

**4TH WORCESTER PARK SCOUT GROUP**

**TRUSTEES' REPORT**

**FOR THE YEAR ENDED 31st DECEMBER 2020**

**PRESIDENT**

Sheila Kinton

**VICE PRESIDENTS**

Ron Kinton  
Brian Yearly  
David Sweetland  
Les Prescott

**TRUSTEES Ex-Officio – Appointment**

Valerie Street	-	Group Scout Leader
John Green	-	Group Chairman
Chris Fowler	-	Assistant Group Scout Leader
David Sweetland	-	Assistant Group Scout Leader
Tom Pennington	-	Assistant Group Scout Leader
Lorraine Tappenden	-	Group Secretary (until 31 <sup>st</sup> May)
Elizabeth Ashbury-Redican)	-	Group Secretary (from 1 <sup>st</sup> June)
James Whittingham	-	Group Treasurer

Anne Mays	-	Section Leader - Beavers
Albert Short	-	Section Leader - Beavers
Steve Roberts	-	Section Leader - Cubs
Jack Francis	-	Section Leader - Cubs
Margaret Pennington	-	Section Leader - Cubs
Patrick Jacobs	-	Section Leader - Scouts
Chris Fowler	-	Section Leader - Scouts
Tina O'Donnell	-	Section Leader - Explorers

**TRUSTEES Nominated - Appointment**

Andy Marshall	-	Group Quartermaster
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**4<sup>TH</sup> WORCESTER PARK SCOUT GROUP**

**TRUSTEES' REPORT**

**FOR THE YEAR ENDED 31st DECEMBER 2020**

(continued)

**REFERENCE AND ADMINISTRATIVE INFORMATION**

REGISTERED CHARITY NO: 303853

REGISTRATION NUMBER  
WITH THE SCOUT ASSOCIATION: 16073

PRINCIPAL ADDRESS: Braemar Road  
Worcester Park  
Surrey KT4 8SW

**BANKERS AND OTHER ADVISERS:**

Bankers: CAF Bank Ltd  
West Malling  
Kent ME19 4JQ

Independent Examiner Norman McDonald  
16 Donnington Road  
Worcester Park  
Surrey  
KT4 8EN

**CUSTODIAN TRUSTEES**

The Scout Association Trust Corporation

**CONTACT NAME AND ADDRESS**

Valerie Street  
4<sup>th</sup> Worcester Park Scout Group  
Braemar Road  
Worcester Park  
KT4 8SW

**4TH WORCESTER PARK SCOUT GROUP**

**TRUSTEES' REPORT**

**FOR THE YEAR ENDED 31st DECEMBER 2020**

**(continued)**

**STRUCTURE, GOVERNANCE AND MANAGEMENT**

4<sup>th</sup> Worcester Park Scout Group is a Trust established under the rules of the Scout Association which are common to all Scout Groups.

The Group operates in accordance with the Scout Association's Policy, Organisation and Rules.

The Group is responsible, under the Sutton District Scout Council, for Scouting in the Worcester Park area.

**APPOINTMENT OF TRUSTEES**

Trustees are appointed in accordance with the Policy, Organisation and Rules of the Scout Association, by the members of the Group at the Annual General Meeting.

**RISK MANAGEMENT**

The Trustees have examined the major strategic, business and operational risks which the charity faces and confirm that systems have been established to enable regular reports to be produced so that the necessary steps can be taken to lessen these risks.

**ORGANISATIONAL STRUCTURE**

The Group is led by the Group Scout Leader and managed by the Group Executive Committee. They are accountable to the Group Scout Council (The Scouters meeting) for the satisfactory running of the group.

The Group Scout Leader is assisted and supported by the Group Scouters in the delivery of a high-quality balanced programme for the young people within the Group.

The Group Scout Council is the electoral body, which supports scouting within the group. It is the body to which the Group Executive Committee is accountable.

The Group Scout Council and the Executive Committee meet on alternate months during the year.

**OBJECTIVES AND ACTIVITIES**

To promote and assist in the running of Scouting in the area of Worcester Park.

The trustees confirm that they have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the charity's aims and objectives and in planning future activities.

The 4<sup>th</sup> Worcester Park Scout Group is responsible for providing Scouting in the area of Worcester Park. The membership consists of 167 young persons of both sexes between the ages of 6 and 14 years. The leadership of these young people is provided by some 30 adults, all of whom are unpaid volunteers. They are trained and appointed in accordance with the Scout Association's Policy, Organisation and Rules. The Group operates eight Sections as follows:

## 4TH WORCESTER PARK SCOUT GROUP

### TRUSTEES' REPORT

#### FOR THE YEAR ENDED 31st DECEMBER 2020

(continued)

3 Beaver Colonies - meetings held weekly (57 Beavers)

3 Cub Packs - meetings held weekly (64 Cubs)

2 Scout Troops – meetings held weekly (46 Scouts)

An attractive programme of activities is provided to challenge all age groups. The Aim and Method of the Scout Association is:

*“to promote 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 Method of achieving the Aim of the Association is by providing an enjoyable and attractive scheme of progressive training, based on the Scout Promise and Law and guided by adult Leadership.”*

#### **ACHIEVEMENTS AND PERFORMANCE**

2020 saw a decrease in membership, due to the Covid pandemic. Face to face scouting ceased on the 16<sup>th</sup> March following government guidelines. Each section endeavoured to continue to maintain a limited programme via on-line meetings.

Scouts Owns did not happen. However, limited presentations were held in the field late in the year.

Limited fundraising took place during 2020. The 4<sup>th</sup> Worcester Group was grateful for the financial assistance provided by the London Borough of Sutton in the form of a grant for business rates payers as part of its *Retail, Hospitality and Leisure Grant Fund* disbursements.

We are grateful to the Explorers who volunteer to help with sections as young leaders when conditions allowed throughout the year.

The Events Team were able to hold a few face-to-face events in Q1 of 2020, e.g. a belated Fireworks Night (Jan. 2020) as well as a Quiz Night (March 2020) before the Covid restrictions impacted our ability to offer live events. Our subsequent activity took the form of on-line only fundraising events, i.e. in the form of two raffles (summer and Christmas). The total raised in 2020 was more than £4,000 (once associated expenses had been accounted for).

The Group has one active support unit to support the Group's older members - known as the Fellowship. They were unable to meet face-to-face from Mar 20 onwards due to Covid restrictions.

The Group continues to invest in equipment and training for its Leaders in order to provide a varied range of activities for young people who are members of the Group and also other local Groups. The Group continues to work towards completion of its Development Plan. This is reviewed regularly.

We are blessed to have an excellent Maintenance team who not only carry out small repairs and maintenance but who are willing to take on some of the work from the Development plan which in turn keeps the cost down.

We are most fortunate to have an excellent Quarter Master with two wonderful assistants who take care of all our equipment.

**4th WORCESTER PARK SCOUT GROUP****RECEIPTS AND PAYMENT ACCOUNT SUMMARY****FOR THE YEAR ENDED 31st DECEMBER 2020**

	2020			2019
	General Funds £	Restricted Funds £	Total £	Total £
Total Receipts for the year (see attached)	50,815	1,400	52,215	76,352
Total Payments for the year (see attached)	55,430	0	55,430	81,457
Net Receipts (Payments) for the year	-4,615	1,400	-3,215	-5,104
Cash, Bank & Similar Funds				
Brought Forward (balance at 31 Dec. 2019)	13,042	18,653	31,695	36,799
Total Loans received/utilised in the year	0	0	0	0
Carried Down	8,427	20,053	28,480	31,695

The above account and accompanying statement of assets and liabilities were approved by the Trustees on 1st Nov. 2021 and signed on their behalf by:

[INSERT SIGNATURE]

John Green  
Group Chairman

**4th WORCESTER PARK SCOUT GROUP****RECEIPTS AND PAYMENTS ACCOUNT SUMMARY****FOR THE YEAR ENDED 31st DECEMBER 2020****RECEIPTS**

	Notes	2020			2019
		General Funds £	Restricted Funds £	Total £	Total £
Membership Subscriptions	1	20,089		20,089	19,546
		<b>20,089</b>	<b>0</b>	<b>20,089</b>	<b>19,546</b>
<u>Investment Income</u>					
Current Account Bank Interest		0		0	0
Scout Ass. Short Term Investment Service		18		18	31
Savings Account Bank Interest		10		10	18
		<b>28</b>	<b>0</b>	<b>28</b>	<b>50</b>
<u>Donations / Grants</u>					
Grants (Jack Petchey)		0	1,250	1,250	500
Grants (i.e. Sutton District Council)		10,000		10,000	100
Donations (e.g. Graham Andrews)		2,538		2,538	60
		<b>12,538</b>	<b>1,250</b>	<b>13,788</b>	<b>660</b>
<u>Activities</u>					
BP Supper		200		200	291
Camp		0		0	18,231
Section Camps		0		0	11,160
Anniversary Celebrations		0		0	0
Outings		0		0	0
General Activities/Misc.		861		861	1,750
		<b>1,060</b>	<b>0</b>	<b>1,060</b>	<b>31,432</b>
<u>Fund Raising</u>					
Fundraising Events Team		4,895		4,895	14,245
		<b>4,895</b>	<b>0</b>	<b>4,895</b>	<b>14,245</b>

**4th WORCESTER PARK SCOUT GROUP****RECEIPTS AND PAYMENTS ACCOUNT SUMMARY****FOR THE YEAR ENDED 31st DECEMBER 2020****RECEIPTS (cont'd)**

	Notes	2020			2019
		General Funds £	Restricted Funds £	Total £	Total £
<b><u>Other Income</u></b>					
Gift Aid	2	6,624		6,624	0
Explorers		1,012		1,012	2,220
HQ Usage (Hall Hire/Grounds Hire)		1,262		1,262	6,558
Scouts Own/Good Turn Fund		193	0	193	287
Equipment		0		0	0
Training		0		0	0
Uniforms / Badges		0		0	0
Group Development Fund		3,073		3,073	0
Fenner Fund		0	150	150	0
Minibus Hire		42		42	1,355
		<b>12,206</b>	<b>150</b>	<b>12,356</b>	<b>10,419</b>
<b>TOTAL RECEIPTS</b>					
		<b>50,815</b>	<b>1,400</b>	<b>52,215</b>	<b>76,352</b>

**4th WORCESTER PARK SCOUT GROUP****RECEIPTS AND PAYMENT ACCOUNT SUMMARY****FOR THE YEAR ENDED 31st DECEMBER 2020****PAYMENTS**

Notes	2020			2019
	General Funds £	Restricted Funds £	Total £	Total £
Census payment (paid to Scout Assoc.)	7,683		7,683	7,183
<u>Premises and Insurance</u>				
Business Rates	212		212	704
Water Rates	214		214	218
Gas	532		532	902
Electricity	2,375		2,375	1,978
Insurance - Buildings & Contents	9,071		9,071	7,447
Maintenance (Site/Grounds/H&S/Cleaning)	17,038		17,038	3,747
	37,124	0	37,124	14,996
<u>Donations and Grants</u>				
Grants	0	0	0	0
Donations	56	0	56	110
	56	0	56	110
<u>Activities</u>				
BP Supper	194		194	237
Training	0		0	0
Camps	0		0	19,467
Section Activities/Camps	518		518	14,227
Equipment (Quarter Master)	300		300	0
Outings	0		0	0
Activities / Materials	0		0	0
Other	0		0	0
	1,013	0	1,013	33,931

**4th WORCESTER PARK SCOUT GROUP****RECEIPTS AND PAYMENT ACCOUNT SUMMARY****FOR THE YEAR ENDED 31st DECEMBER 2020****PAYMENTS (cont/d)**

Notes	2020			2019
	General Funds £	Restricted Funds £	Total £	Total £
<b><u>Transport</u></b>				
Petrol & Diesel	268		268	1,829
Vehicle Licences (VED)	165		165	330
Vehicle Servicing	257		257	0
Vehicle Insurance	1,797		1,797	1,570
	<b>2,487</b>	<b>0</b>	<b>2,487</b>	<b>3,729</b>
<b><u>Fund Raising</u></b>				
Fundraising Events Team	779		779	11,567
	<b>779</b>	<b>0</b>	<b>779</b>	<b>11,567</b>
<b><u>Admin/Establishment expenses</u></b>				
TV Licence	156		156	152
Bank charges/fees	60		60	120
Fire/Security System Install/Service Fees	3,684		3,684	0
Printing & Photocopier	0		0	784
Office Supplies/Stationery	253		253	0
Telephone & Internet	395		395	375
Web Fees (OSM/Website)	179		179	0
Miscellaneous	0		0	1,458
	<b>4,727</b>	<b>0</b>	<b>4,727</b>	<b>2,890</b>
<b><u>Other Expenses</u></b>				
Uniform / Badge Purchases	1,469		1,469	1,226
Scouts Own Collections / Good Turns	0		0	0
Group Loan Repayment (Gilwell/HQ)	5,688	0	5,688	5,825
Group Funds (Disbursement to Sections)	2,088	0	2,088	0
	<b>9,245</b>	<b>0</b>	<b>9,245</b>	<b>7,051</b>
<b>TOTAL PAYMENTS</b>	<b>55,430</b>	<b>0</b>	<b>55,430</b>	<b>81,457</b>

**4th WORCESTER PARK SCOUT GROUP****STATEMENT OF ASSETS AND LIABILITIES****at 31st DECEMBER 2020**

	Notes	2020			2019
		General	Restricted	Total	Total
		Funds	Funds	£	£
		£	£	£	£
<b>MONETARY ASSETS</b>					
<u>Group</u>					
Bank Current Account		5,720	1,250	5,720	8,487
CAF Gold Fund		15,404	0	15,404	15,334
The Scout Association Short Term Investment Service		5,000	0	5,000	5,000
Fenner Fund		0	0	0	
Sections Bank & Building Society Accounts		2,356	0	2,356	2,874
		28,480	1,250	28,480	31,695
<b>OTHER MONETARY ASSETS</b>					
Gift Aid Claim for year to 31.12.20	2				
		0	0	0	0
<b>NON-MONETARY ASSETS</b>					
<b>Stocks</b>					
T-Shirt, Scarves & Badges		0	0	0	0
Freehold Land & Buildings	3 & 4	161,731		161,731	165,263
Furniture & Scouting Equipment	4 & 5	10,938		10,938	12,153
Motor Vehicles	6	5,974		5,974	7,028
<b>LIABILITIES</b>					
Scout Association Loan				20,000	25,000
Interest Charged 2nd January 2020 at 2.75%					
<b>CONTINGENT LIABILITIES AND FUTURE OBLIGATIONS</b>					
				None	None

## 4TH WORCESTER PARK SCOUT GROUP

### TRUSTEES' REPORT

#### FOR THE YEAR ENDED 31st DECEMBER 2020

(continued)

#### **FINANCIAL REVIEW**

The Accounts for the year have been drawn up on the receipts and payments basis which is consistent with previous periods. The charity had payments more than receipts during the year of £3,215. There was also the cost of a loan to service from the Scout Association (£5,688, including the interest payment) which was over and above normal expenditure, but this is included in the above and included in the Group's budget which is submitted and agreed by the Executive Committee prior to the financial year.

#### **INVESTMENT POLICY**

The charity does not have a formal investment policy. It endeavours to obtain the best possible return on its cash balances.

#### **RESERVES POLICY**

With the exception of £20,053 the accumulated funds are free reserves that have been built up over time to cover future expenditure on projects and future running costs. These funds are being utilised in accordance with the Group Development Plan. It is considered that the minimum reserve to be held at any one time should equate to twelve months unavoidable expenditure, such as maintaining our premises, insuring our vehicles etc. - £14,000 approximately.

#### **RESPONSIBILITIES OF TRUSTEES**

Charity law requires Trustees to prepare accounts for each financial year which gives a true and fair view of the state of affairs of the charity and its incoming resources and application of resources, including the net income or expenditure for the year.

In preparing those accounts, the Trustees are required to:

- (a) Select suitable accounting policies and then apply them consistently.
- (b) Make judgements and estimates that are reasonable and prudent.
- (c) State whether applicable accounting standards and statements of recommended practice have been followed, subject to any material departure disclosed and explained in the accounts.
- (d) Prepare the accounts on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The Trustees are responsible for having proper accounting records kept, which disclose with reasonable accuracy at any time the financial position of the charity. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

#### **APPROVAL**

The report of the Trustees was approved by the Trustees on 1 November 2021 and signed on their behalf by:

John Green

Group Chairman



**4th WORCESTER PARK SCOUT GROUP****STATEMENT OF ASSETS AND LIABILITIES**

**at 31st DECEMBER 2020**  
**(continued)**

	<b>Freehold</b>		<b>Furniture &amp;</b>	<b>Motor</b>	
	<b>Land</b>	<b>Buildings</b>	<b>Equipment</b>	<b>Vehicles</b>	<b>TOTAL</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>Opening Balance as at 1.1.20</b>	1,000	164,263	12,153	7,028	184,844
Additions					
Disposals					
Inflation Adjustment		4,928			4,928
	1,000	169,191	12,153	7,028	189,372
Less: depreciation		8,460	1,215	1,054	10,729
<b>Closing Balance at 31.12.20</b>	<b>1,000</b>	<b>160,731</b>	<b>10,938</b>	<b>5,974</b>	<b>179,043</b>

Analysis of Additions:

<b><u>Total Additions Less Disposals</u></b>	<b><u>0.00</u></b>
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**4th WORCESTER PARK SCOUT GROUP****SECTIONS FINANCIAL STATEMENTS****as at 31st DECEMBER 2020**

Notes	Balance at 01.01.20 £	Year Ended 31st December 2020		Balance at 31.12.20 £
		Receipts £	Payments £	
Active Support (Fellowship)	363.36	20.00	30.00	353.36
Aspen Colony	23.84	546.00	414.47	155.37
Birch Colony	70.54	572.00	181.97	460.57
Cedar Colony	898.26	0.00	400.00	498.26
Anglia Pack	544.50	28.24	982.16	-409.42
Brownsea Pack	344.40	238.44	190.97	391.87
Charterhouse Pack	413.54	0.00	0.00	413.54
Scout Troop (Purple & Silver)	1,653.64	3,668.75	4,830.44	491.95
	<b>4,312.08</b>	<b>5,073.43</b>	<b>7,030.01</b>	<b>2,355.50</b>

**4TH WORCESTER PARK SCOUT GROUP**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31st DECEMBER 2020**

**1. Membership Subscriptions – £20,089**

Subscriptions of members are collected by the Group, via monthly standing order paid by parents. The gross amount collected in 2020 was £20,089. The amount due to the Scout Association as the annual census payment was £7,683, therefore the net amount that the Group kept for its operations was £12,407. For this year, the Group have changed the way that the Census payment appears in the accounts, i.e. it appears in the expenditure page (9), rather than in the income page (7), as per the Group's 2019 accounts. Therefore, the income and expenditure numbers presented as last year (2019) have changed to reflect this accounting change.

**2. Gift Aid - £6,624**

A claim for 2019 was made in 2020 and paid by HMRC in March 2020, equating to £2,550. Additional claims were made and received in 2020 that totalled £4,074. The total received in 2020 from HMRC was £6,624.

**3. Freehold land**

This has been held in Trust for the Group by the Scout Association Trust Corporation since 15th August 1940. There are restrictive covenants in place as to its use. A nominal value of £1,000, which exceeds acquisition costs, has been placed thereon.

**4. Buildings**

These have been valued at their 1991 insurance reinstatement cost - adjusted for 1993 additions, inflation at 3% p.a., and depreciation at 5% p.a. It should be noted that the revised sum insured in February 2009 was £880,000.

**5. Furniture and equipment**

These have been valued at their 1991 insurance reinstatement cost - adjusted for additions and depreciation at 10%. It should be noted that the revised sum insured in February 2009 was £100,000.

**6. Motor vehicles**

These have been valued at cost less depreciation at 15% p.a.

**7. Section Accounts**

During 2021, a Young Scout Leader within our Silver Troop (and a trainee accountant) was appointed to assist with the on-going management of the Section accounts as well as the preparation of these, the 2020 Statutory Accounts. Furthermore, regarding the Charterhouse Section, there was no financial activity during 2020 hence why there were no payments and receipts recorded.

**8. Group Development Loan**

As at 31<sup>st</sup> Dec. 2020, the amount outstanding owed to the Scout Association was £20,000.

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF THE**  
**4<sup>TH</sup> WORCESTER PARK SCOUT GROUP**

I report on the accounts of the Group for the year ended 31<sup>st</sup> December 2020 which are set out on pages 6 to 15.

**Respective responsibilities of trustees and examiner**

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- follow the procedures laid down in the General Directions given by the Charity Commissioners under section 145(5)(b) of the 2011 Act; and
- 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. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and the seeking of 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 2011 Act; and
- to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 2011 Act;

have 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.

Name            Norman MacDonald  
                      (retired Chartered Management Accountant and member of Chartered Inst. of Mgmt. Accts)

Address        16 Donnington Road  
                      Worcester Park  
                      Surrey  
                      KT4 8EN

Date            12 November 2021

