

# 3rd Epsom (St. Martin's) Scout Group

England & Wales · Charity number 305715

## Details

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|                    |   |
|--------------------|---|
| <b>Other names</b> | 3RD EPSOM (ST MARTINS) GROUP OF BOY SCOUTS AND 5TH EPSOM COMPANY OF GIRL GUIDES, 3rd Epsom (St. Martin's) Scout Group and 1st Epsom (St. Martin's) Brownies |
| <b>Status</b>      | Registered  |
| <b>Legal form</b>  | Other   |
| <b>Registered</b>  | 1961-08-14  |
| <b>Register</b>    | <a href="#">View on the Charity Commission register</a>   |

## Contact

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|                |  |
|----------------|--|
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| <b>Website</b> | <a href="http://www.3rdepsom.org.uk/">http://www.3rdepsom.org.uk/</a>              |

## Activities

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**Objects:** PURPOSES OF 3RD EPSOM (ST. MARTIN'S) GROUP OF BOY SCOUTS AND 5TH EPSOM COMPANY OF GIRL GUIDES

**Activities:** Leasing and upkeep of Hall (under HQ name)Running Explorer, Scout, Cub and Beaver troop: General weekly activities plus camps.

## Classification

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- **How:** Provides Human Resources
- **What:** Education/training, Religious Activities, Amateur Sport, Environment/conservation/heritage
- **Who:** Children/young People

## Geography

- Area of benefit: EPSOM
- Surrey

## Finances

| Period end | Income  | Expenditure | Assets | Employees |
|------------|---------|-------------|--------|-----------|
| 2025-03-31 | £86,811 | £88,452     | -      | -         |
| 2024-03-31 | £44,565 | £31,506     | -      | -         |
| 2023-03-31 | £44,051 | £32,666     | -      | -         |
| 2022-03-31 | £46,595 | £20,386     | -      | -         |
| 2021-03-31 | £62,968 | £35,508     | -      | -         |

## Trustees

| Name             | Role  | Appointed  |
|------------------|-------|------------|
| Nick Poyntz      | Chair | 2022-09-22 |
| Emily Luo        |       | 2025-09-11 |
| Fiona Bravery    |       | 2017-11-11 |
| Judith Sitford   |       |            |
| Katharine King   |       | 2025-09-11 |
| Louisa Seecharan |       | 2025-09-11 |
| Louise Prime     |       | 2017-11-11 |
| Peter Danks      |       | 2025-09-11 |
| Peter Sitford    |       | 2017-11-11 |
| Richard Ascough  |       | 2014-09-01 |
| Sam Stopford     |       | 2024-06-06 |
| Wayne Smith      |       | 2014-11-18 |

**3rd Epsom (St. Martin's) Scout Group**

England & Wales - Charity number 305715

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# Accounts

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# 3rd Epsom (St. Martin's) Scout Group



## Annual General Meeting

### Minutes

7.00pm Thursday 11 September 2025 - Boidier Hurst

### Chairperson's welcome

The Chairperson, Nick Poyntz, welcomed parents, leaders and volunteers to the meeting. There were 32 attendees with a few other leaders and parents outside the meeting supervising the children in each section.

### Apologies for absence

Apologies were received from Wayne Smith.

### Governance topics

#### a. Minutes of last AGM

Nick stated that the minutes of the last AGM meeting on 6 June 2024 had been available on the Group's website for the last year and a link sent out to parents with the AGM pre-section reports prior to this meeting. There were no matters arising from the 2024 minutes. **The minutes were approved unanimously.**

#### b. Financial year

Nick noted that the financial year for the purpose of this AGM and report ran from 1 April 2024 to 31 March 2025. He asked the meeting to record the Group's thanks to Claire Goodhead for her committed and diligent service as HQ Committee Treasurer, and noted that Steve Emmerson would be taking up the role. Sam Stopford is still continuing as Treasurer of the Group and Section accounts.

#### c. Change of Group Charity Name

Richard Ascough tabled a resolution:

"That the name of the charity registered under number 305715 be updated with the Charity Commission and the Scout Association Trust Corporation to: '3rd Epsom (St Martin's) Scout Group'.

Richard explained that this update would clarify the charity's official records and remove the historic reference to the 1st Epsom (St Martins) Brownies. The change is an administrative clarification only and does not affect the Brownies' ongoing use of the St Martin's Scout and Guide Headquarters, nor the positive and cooperative relationship between the Scouts and Brownies. The Group had discussed and agreed this approach with the Brownies in advance.

**The resolution was approved unanimously.**

### Reports

Richard summarised the section reports which had been circulated in advance of the AGM, and which are reproduced below.

## Beaver Report – Judith Sitford

### Colony numbers and leaders

We continue to have a full Colony at 3rd Epsom, with the natural flow of sending up Beavers to Cubs before inviting new Beavers into the Colony from our extensive waiting list. We were sorry to see Louise Prime step down at Easter 2025 after 10 years of loyal service to 3rd Epsom Beavers. She was truly an exceptional leader with wonderful ideas, and had a special skill in keeping the badge record up to date! She will be missed by everyone, but we thank her for her time with us.

We love having the Young Leaders each week that come to help us. A big thank you to George Prime, Sophia Evers, Annabel Winter and Rohan Gardiner who have all helped at various times this year.

We are so grateful to the parents who turn up for their allotted week on the parent rota - we cannot run Beavers without you, so thank you so much!

Programme activities and badges

### Activities



During the Summer 2024 term, the 3rd Epsom Beavers enjoyed a dynamic programme packed with outdoor activities, leadership development, and preparation for their annual camp. The term began with fun games and the introduction of the You Shape Award, which encourages Beavers to contribute their own ideas to the programme. They proudly represented their group at the St George's Day Parade held at Polyapes Campsite.

An evening of games on Epsom Downs brought outdoor excitement, while You Shape sessions back at HQ gave the Beavers opportunities to plan their own activities and learn about leadership. The Beavers also earned their Hobby and Collectors badge by bringing in items related to their personal interests and sharing them with others. They participated in a working party to help tidy up HQ and later continued their You Shape work by putting ideas into action and learning how to present them to others.



Midway through the term, the Beavers explored problem-solving skills and took part in Diversity Week to learn about inclusion. They also began work on their Navigator badge, which involved learning map skills and culminated in a walk to Stew Ponds on Epsom Common to apply what they had learned. In the final weeks, they prepared for camp by learning practical skills and talking about what to expect. The term wrapped up with a highlight: a weekend camp at Hope Hill Scout Campsite in Kent, where they camped with the rest of the Group. This experience supported their journey toward earning the Chief Scout's Bronze Award.

In Autumn 2024, the Beavers continued to explore the world around them and develop their skills through creative, cultural, and community-focused activities. The term began with a session about doing your best and learning more about what it means to be a Beaver Scout. The group then took part in a photo trail around Bourne Hall, followed by a full-day district event called Beaveree at Little Acres, where they joined other Epsom

and Ewell Beaver colonies.

Health and wellbeing were key themes as Beavers learned about healthy diets and participated in physical exercises. They also contributed to their local community by taking part in a litter-picking session at St Martin's Church. Leaves collected during this activity were used the following week to make nature-inspired art prints.

They later learned essential safety tips during a dedicated safety evening and again helped at a working party day, assisting in cleaning and maintaining the HQ. Later in the term, the Beavers followed a legendary trail in Alexandra Park, visited St Martin's Church to earn their Faith Badge, and took part in the Remembrance Parade to honour those who gave their lives in service.



The term also included themed activities such as making paper helicopters during the Air Activities session, learning about global greetings on World Hello Day, and earning their Emergency Aid badge at a local event. As the festive season approached, the Beavers celebrated St Andrew's Day by baking shortbread, got crafty with Christmas projects, and ended the term with a cheerful Christmas party at HQ.

The Spring 2025 term focused on building life skills, cultural awareness, and literacy. It began with a life skills session where Beavers learned practical tasks such as lighting candles, solving problems, and caring for their teeth—bringing their own toothbrushes and toothpaste to practise healthy habits. The following weeks included puzzle-solving sessions and a lively celebration of Burns Night with Scottish ceilidh dancing.

Cultural learning continued with a session about Chinese New Year, while a games night gave the children a chance to relax and have fun. As spring approached, Beavers planted bulbs to take home, explored communication skills for the Communicator badge, and were encouraged to memorise family phone numbers. These activities were spread over two weeks to ensure everyone had time to practise and complete the requirements.

Reading and literacy were also a focus, with Beavers working toward their Book Reader badge by committing to read six books. They also participated in a local history trail walk around Epsom and finished the term with a joyful Easter egg hunt in Alexandra Park. As always, upcoming highlights were noted in their calendar, including Bazzaz in June and their Summer Camp in July.

### Badges

Over the course of the year, the number of badges handed out are as follows:

| Challenge Badges  |    | Activity Badges      |    |                    |    | Stage Badges           |    |
|-------------------|----|----------------------|----|--------------------|----|------------------------|----|
| Adventure         | 12 | Book Reader          | 21 | Explore            | 12 | Air Activities Stage 1 | 14 |
| Outdoors          | 11 | Camp Craft           | 10 | Faith              | 10 | Digital Maker Stage 1  | 21 |
| Personal          |    | Collector            | 13 | Health and Fitness | 17 | Emergency Aid Stage 1  | 8  |
| Skills            | 16 | Communicator         | 8  | Hobbies            | 8  | Hikes Stage 1          | 14 |
| Teamwork          | 18 | Cook                 | 2  | International      | 15 | Hikes Stage 2          | 3  |
| World             | 11 | Creative             | 13 | Photographer       | 2  | Navigator Stage 1      | 11 |
|                   |    | Cyclist              | 5  | Safety             | 16 | Nights Away Stage 2    | 8  |
|                   |    | Disability Awareness | 16 |                    |    | Snowsports Stage 2     | 1  |
|                   |    |                      |    |                    |    | Swimmer Stage 1        | 1  |
| Youth Shape Award |    |                      |    |                    |    |                        |    |

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| Challenge Badges |    | Activity Badges |    |      |    | Stage Badges |    |
|------------------|----|-----------------|----|------|----|--------------|----|
| Central Award    | 19 | Lead            | 19 | Plan | 19 | Represent    | 14 |

### Chief Scout Bronze Award

Special note should be given to the 7 Beavers who achieved their Chief Scout's Bronze Award this year. Well done to Jake S, Oscar J, Charlie W, Two C, Tobi Y, Ruby K and Joshua K on achieving this award.

### Group Activities

We have undertaken a range of Group activities this year - in particular, the numbers of Beavers attending the major events were as follows:

St George's Day parade: 18, Camp at Hopehill: 11, Remembrance Day Parade: 11

### District Activities

We have undertaken a range of District activities this year. Beaveree 9, Emergency Aid 11, Lizard hike 17

### County Activities

We had 11 Beavers sign up for the annual online event, Reach for the Stars.



## Cub Report – Fiona Bravery

During the **Summer 2024 term**, the Cubs took part in a wide range of exciting, educational, and community-focused activities. They began the term with **leadership training** camp for Sixers and Seconders, followed by a **St George's Day campfire** and promise renewal. A highlight of their environmental engagement was a visit to the newly developed **wetlands at the Hogsmill**, where they planted plug plants at the water's edge as part of their World and Naturalist badges. The Cubs also had fun making **no-churn ice cream** as part of a science-themed evening and shared their creations with one another as part of the Skills Challenge. A strong focus was placed on the Cubs Law, personal development, and teamwork, with activities such as reflective discussions, a **litter pick**, and camp preparation workshops.



Throughout the summer, the Cubs enjoyed **outdoor evenings** exploring local parks and trails, **building shelters**, learning **map skills**, and completing their **Athletics badge**. Social and family events included a group AGM

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combined with games and shelter building, and a **crazy golf** night. The term concluded with a Young Leader-led **mystery evening**, **camp skills** training, **water games**, and **fire lighting** with marshmallow toasting. Many Cubs and their families contributed to HQ working parties, helping to maintain the shared facilities.

10 Cubs gained a **Time on the Water** badge when 1<sup>st</sup> Cuddington (Warspite) Scouts took us kayaking. The summer culminated in a week-long residential **Summer Camp** at Hope Hill in Meopham, Kent, offering a full week of adventure, learning, and fun. 24 Cubs enjoyed a Viking Camp with archery, making Viking shields and



longboats, Viking themed games as well as cooking their own food on fire and other camping skills.

In the **Autumn 2024 term**, the focus shifted towards leadership, teamwork, and seasonal reflection. The Cubs began the term with **team-building games** and discussions about their experiences at camp. **Tracking**

and **knot-tying** sessions gave them practical outdoor skills, while an evening on **hike preparation** and healthy lifestyles encouraged self-reliance and wellness. A particularly memorable session involved **wide games played in the dark** at Horton Country Park. 12 Cubs enjoyed the **District Night Hike** and walked into Boidierhurst campsite for a campfire and hotdogs.



The Cubs participated in important community and **Remembrance** activities, including a Remembrance Walk at Langley Vale Centenary Wood and attendance at the Remembrance Parade at St Martin's Church. They also explored science and citizenship topics through making balloon-powered cars, and had a **visit from our new MP**, Helen Maguire (LibDem) during UK Parliament Week (jointly with 1<sup>st</sup> Cuddington Cubs) and proposed some new laws including free-range only eggs and lower sweet prices! The **Spring 2025 term** began with Cubs completing their **Astronomer badge**, learning about constellations and the solar system, and researching and

presenting topics in small groups. They also participated in a Pack Quiz night and celebrated Burns Night with

traditional poetry, dancing, and games - thanks to Alastair McKenzie for reading us some Burns poetry. Cubs were given opportunities to demonstrate leadership and communication skills through the completion of their **Communicator badge** and **Pack Forum** discussions. An engaging environmental activity saw them designing and building **water filters**, tying into their World Challenge badge requirements.

Other evenings focused on **hobbies and interests**, where Cubs shared their passions as part of badge work. They went on a **train hike** from Ashted to Epsom, which combined map reading with adventure. A superb visit to **Epsom Fire Station** taught Cubs about Fire Safety and what firefighters do, as well as providing an opportunity to have a go on the firefighting hoses! A **wellness evening** encouraged mindfulness and self-care as part of our Skills Challenge. Cubs also took part in creative science projects such as making rollback cans and were challenged to solve puzzles during an **escape room evening**, run by our Ashley Explorer Unit. The term ended with a fun-filled **Easter egg hunt** that involved using **map skills** to navigate. Although there was no sleepover this term due to leader availability, a camp was planned for the summer, with plenty of District events and hikes to look forward to.



Cub Pack numbers are around 30 Cubs, although attendance is lower than pre-Covid, so actual numbers can be lower than this at meetings. We invited several external new Cubs and have had a good flow up from Beavers, and Cubs moving on to Scouts.

We have awarded 4 Chief Scout Silver awards (Naomi, Zach, Casper, Sophie), 76 Challenge badges and over 200 Activity/Staged badges.

On a regular basis the pack is run by Guy Simpson, Andrea MacKenzie, James Ascough, Anna Keith and Richard Ascough. Fiona (Chikai) has supported during completion of cancer treatment and attended some meetings. Guy had some time off for an accident but has now returned. Andrea Petrie and Vijyeta Tripathi have also supported several times in the last year. Young Leaders James Steedman, Tilly Ward, Thomas Holme and Nick Cooper have been great, and we have some new Young Leaders started. We also have our regular parent rota each week and various parents also helped at Camp.

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## Scout Report – Peter Sitford

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“Developing Skills for Life through Adventure, Community, and Creativity”

### Programme Overview

Over the year April 2024 to the end of March 2025, 3rd Epsom Scouts delivered a rich and varied programme that balanced outdoor adventure, skill-building, cultural awareness, and community service. Weekly meetings, weekend events, and two major camps provided opportunities for personal growth and collective achievement.

#### Outdoor Adventures & Camps

1. **Training Hikes & Navigation:** Scouts explored Tadworth, Headley, Epsom Common, and Alexandra Park, learning map reading, route planning, and environmental responsibility.
2. **Wide Games & Shelter Building:** Sessions at Horton Country Park and Boidier Campsite encouraged teamwork and physical activity in natural settings.
3. **Summer Camps: Hope Hill, Kent (July 2024):** A week-long adventure with activities that included a day visit to Chatham Historic Dockyard, gutting fish and cooking in newspaper having built fires to cook it on and

creative challenges, and wide games.

- 4. Canal Camp (May 2024):** A unique long weekend on a canal boat in Braunston, offering hands-on experience with locks, navigation, and teamwork.
- 5. Scoutabout (28<sup>th</sup> to 30<sup>th</sup> June 2024):** A county-wide event with over 200 activities, from climbing and caving to crafts and cooking.
- 6. Monopoly Run – London (2nd March 2024):** A full-day urban navigation challenge where Scouts raced across London using Oyster cards and strategy to visit as many Monopoly board locations as possible. Starting from Ewell West Station at 8:15am, this event tested planning, teamwork, and city awareness.
- 7. District Challenge Hike – Holmbury St Mary (17th March 2024):** Teams of 3–4 Scouts completed an 8-mile hike around Holmbury St Mary, navigating rural terrain and checkpoints. This event built endurance, map skills, and camaraderie.
- 8. Backwoods Cooking – Boidier (21st March 2024):** Scouts cooked simple meals over wood fires, learning fire safety, outdoor hygiene, and traditional bushcraft techniques. The session emphasized preparation and resilience in outdoor settings.
- 9. Brecon Walking Weekend – Bunk House (11–14 April 2024):** A long weekend for Explorers and older Scouts in the Brecon Beacons. High-level walks were led by trained leaders, offering breathtaking views and challenging terrain. This trip fostered independence, fitness, and appreciation for nature



### Skills & Badge Work

- **Fire Safety Badge:** Delivered over two weeks, covering prevention, emergency response, and practical fire lighting.
- **Skills Challenge Badge:** Scouts learned life skills such as wiring plugs, fixing punctures, and basic home maintenance.
- **Emergency Aid Stage 3:** District-led first aid training sessions provided vital knowledge and confidence.
- **Astronomy, Knotting & Pioneering:** Technical and creative sessions supported badge progression and practical problem-solving. Much of the astronomy badge was done on our summer camp at Hope Hill.
- **Creative Challenge & Recycling Music:** Activities like building musical instruments from recycled materials and designing campsite models fostered innovation.
- **Badgework Weeks:** Scouts chose and worked toward individual Activity Badges over three focused sessions.
- **Martial Arts – Nam Yang Kung Fu:** A dynamic evening at HQ where Scouts learned basic Kung Fu techniques, discipline, and self-control. Wearing group T-shirts and activewear, they engaged in physical fitness and cultural appreciation.
- **Airhop Guildford:** A high-energy trampoline park visit offering Scouts a chance to unwind, bond, and stay active in a fun environment.



### Cultural & Community Engagement

- **Burns Night & Highland Games:** Celebrated Scottish heritage with traditional food and games.
- **Mexican Day of the Dead & Cooking:** Explored international traditions through food and cultural activities.
- **Visits to Places of Worship:** Included a trip to the Epsom & Ewell Islamic Centre as part of the World Challenge Badge.

- **Chip Shop Survey:** Scouts rated local businesses on service and quality — a fun way to learn about consumer awareness.

### HQ & Volunteer Support

- **Working Parties:** Regular maintenance sessions at HQ and The Forge involved Scouts and parents in weeding, repairs, and improvements.
- **Fundraising at Asda:** Scouts represented the group in public, raising funds for HQ expansion.
- **Chambers Mead Wetland Planting:** Scouts contributed to environmental conservation with the Southeast Rivers Trust.
- **Parent & Leader Involvement:** A strong team of leaders ensured programme delivery. DBS checks and training-maintained safety standards.

### Achievements & Recognition

- **Challenge Awards Progress:** Many Scouts advanced toward the Chief Scout Gold Award by completing hexagonal badges.
- **Uniform & Inspection:** Weekly inspections reinforced pride and discipline, with flexibility for outdoor sessions.
- **Patrol Forums:** Scouts shaped their own programme by pitching ideas and voting on activities.



### Looking Ahead

- **KIX:** Surrey Scouts' KIX expedition is a thrilling international adventure to the Kandersteg International Scout Centre in Switzerland, offering Scouts the chance to hike alpine trails, raft rivers, and explore cultural landmarks like chocolate and cheese factories. The programme includes high ropes, mountain walking, and international campfires. With hundreds of Scouts from around the world at the campsite, KIX fosters global friendships, personal growth, and unforgettable memories.
- **Brecon Walking Trip:** There should again be an opportunity for the older Scouts to join the explores in hiking in the Brecon beacons
- **May Camp:** Next year 'Summer Camp' will be held in May half term, due to KIX and will be held at Boidierhurst. However, we will be planning the usual exciting and invigorating programme.
- **Continued Emphasis on #SkillsForLife:** Programmes will remain youth-led, inclusive, and adventurous — preparing Scouts for life beyond the troop.



### Gratitude

A heartfelt thank you to our Scouts, leaders, parents, and community partners. Your energy, commitment, and creativity make 3rd Epsom Scouts a thriving and inspiring place to grow.

Together, we live the motto: **Be Prepared.**

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## Explorer/SASU Report – Jo Danks

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Between April 2024 and March 2025, the Ashley Explorer Scout Unit have participated in a wide variety of engaging and enriching activities designed to develop their leadership skills, encourage teamwork, and promote active involvement in the community. The programmes are planned by the Explorers and activities are delivered either by the Explorers themselves, with the assistance of the leaders or are leader run.

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Over Easter 14 Explorers enjoyed a weekend mountain walking in the Brecon Beacons, Wales. This fantastic opportunity allowed them to develop their navigation and walking skills in a challenging terrain.



In the Summer term 2024, the Explorers took part in a typically diverse programme. They began the term with a Tai Chi session delivered by Nam Yang, which introduced them to mindfulness and movement. Sessions included foot and mouth painting, encouraging the Explorers to consider how to overcome disabilities. They also experienced a mock trial which allowed them to understand the process of a prosecution and all the roles involved. It also illustrated how life is never black and white. The Explorers also challenged their culinary skills through time-limited cooking and a Masterchef-style evening with some impressive results. Outdoor adventures played a key role, with pioneering sessions at Alexandra Park where the Explorers built catapults and competed with how far they could fire wet sponges. The Unit also enjoyed wide games during the group's AGM at Boiderhurst, and orienteering at Horton. In addition to these, they carried out a community service project by helping to clear St Martin's graveyard. 18 Explorers, led by Jo, Barry and Wayne attended Summer Camp at Hope Hill Campsite in Kent. Amazing weather all week allowed for water games/fights and campfires every evening. The heat didn't stop the Explorers completing a day hike around the area but they also enjoyed a more relaxing day exploring `Chatham Historic Dockyards. The Explorers cooked all their own meals, including curry in a Dutch oven over an open fire but they definitely enjoyed the traditional pizza takeaway on our last night.



During Autumn 2024, the focus shifted to more indoor activities, but the Explorers still managed to have an evening of fire lighting at Boiderhurst as well as a chip survey around Epsom. One highlight of the term was a visit to a cyber escape room at CGI in Leatherhead. Explorers also took part in a creative cooking challenge called Swap

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Cooking which challenged their cooking skills as well as their creativity. November was focussed on Remembrance with the Remembrance Parade at St Martin's Church and the creation of our own Remembrance River of Flowers demonstrated their commitment to commemorative and community-based activities. The Unit also volunteered to help at the Hook Road Fireworks, selling glow sticks etc with all the proceeds going to local charities. The term wrapped up with a fun outing to play laser tag.



In Spring 2025, the Explorers continued with an exciting and varied programme. They kicked off the year with a planning session, followed by creative and collaborative evenings such as Shark Tank, a session on conspiracy theories, and a music quiz. They also participated in a First Aid workshop prior to the annual Brecons Mountain Walking Trip and enjoyed a relaxed evening of board games. Leadership and planning skills were further developed as they worked together over a couple of meetings to design escape rooms culminating in a special evening where the Explorers ran the escape room activities for the Cubs. This demonstrated creativity, responsibility, and initiative. Other engaging sessions included the "Blind Challenge," urban orienteering, and wide games, all designed to promote problem-solving and physical activity in a fun and supportive environment. In March the Unit entered four teams into the District Challenge Hike and we were incredibly proud that one of our teams won the Hike for the 4th year in a row,

## HQ Committee Report – Pete Danks

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The Trustee Board delegates its responsibilities for the managing of the Premises to the HQ Committee, which has representations of both the 3<sup>rd</sup> Epsom (St. Martin's) Scout Group and the 1<sup>st</sup> Epsom (St. Martin's) Brownie Colony. The Scout Group and Brownie Colony have a constitution specific to this purpose. The HQ Accountabilities include:

- 1) Ensuring that any expenditure is appropriate, competitive, and provides good value. Income generated through bookings should be at competitive rates. Utilities and other costs should be at best rates to minimise costs/ provide certainty. Income should aim to exceed expenditure each year, however with large capital expenditure it may be necessary to utilise capital surplus.
- 2) Ensuring all existing policies and legislations regarding premises used by the Scout Group are followed at all times.
- 3) The premises will be kept in a good condition, with remedial action taken in a timely manner to minimise risk to our users. Risk Assessments and Fire Risk Assessment will be undertaken, documented and remedial action undertaken in a timely manner. Insurance will be arranged for our buildings and contents and equipment held at both the HQ and when in transit and on camp.
- 4) The HQ committee will identify, manage and mitigate risks in relation to the premises, and escalate any unresolved risks to the Trustees in a timely manner.

During the reporting period the key achievements were: -

- 1) Freehold for the site - for many years we have leased the site from St Martin's Church, with whom we enjoy a very good relationship. Thanks to their kindness, we have now taken over the freehold for the site. This milestone ensures our long-term security and means that any investments we make in our facilities will remain with us.
- 2) Planning permission for the Forge - After several years of engagement with the council, we have finally been granted permission to demolish the derelict garage and extend the building to create a new large meeting room (about half the size of the hall). This new space will not only support our growing Scout Group but also provide a modern hall for the local community at affordable rates. We have continued to fundraise and apply for grants to secure the required funding, as well as work towards discharging the Conditions attached to the Planning Approval. It is hoped that the build can commence in 2026.
- 3) Improvements to the HQ - To ensure the Hall is also "fit for the future", we have replaced the original 60 year old roof with a new modern one. We have also completed groundworks outside to help rainwater to drain away from the building and stop water penetration into the Hall which was causing damp, particularly in the cupboards. As part of this we have added vents to the cupboards to improve airflow. The majority of this was funded through a grant from Suez Communities Fund.
- 4) Aligned to current legislation and following recommendations in our latest Fire Risk Assessment, we have undertaken upgrades to our fire safety facilities: installed 9 fire doors, improved emergency lighting, signage, an L1 fire detection and alarm system and an additional fire exit.
- 5) The HQ Committee has also undertaken a Safe Scouting Premises Audit and Risk Assessments report, and undertaken appropriate remedial steps where required. A new Fire Risk Assessment is scheduled for September 2025 to review the upgrades that we have implemented, consider the current risk rating, and determine the capacity numbers for both buildings.



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## Financial Report – Sam Stopford

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The 3rd Epsom Scout Group remains in a healthy financial position. The accounts have been independently examined and signed off in accordance with Scouting Association and Charity Commission requirements.

The Group recorded a **loss of £8,040** for the year. However, this figure includes a one-off **£11,000 contribution to the Headquarters (HQ) Account**, made to assist with works identified in the Fire Safety Report. Even with this payment the Group's core finances remain stable and sustainable.

The HQ accounts reflect **high income and expenditure** during the year. Two main factors explain this:

1. **Fundraising Transfers** – Some fundraising income is passed through into a separate bank account to ensure the Group remains within the FSCS banking protection limits. This increases the recorded turnover but does not represent additional underlying expenditure.
2. **Building Expenditure** – A total of **£32,217** was spent on the HQ building this year, compared with just **£3,030** last year. The majority of this relates to essential fire safety improvements following the Fire Safety Report.

Despite the exceptional costs this year, the Group remains financially sound. We continue to hold adequate reserves, and income from subscriptions, fundraising, and donations has supported both day-to-day Scouting activities and major infrastructure commitments.

Looking forward, the Group will:

- Continue to monitor expenditure closely while maintaining reserves at prudent levels.
- Seek to rebuild funds following the significant outlay on HQ improvements.
- Explore further fundraising opportunities to support both Scouting activities, ongoing building maintenance and the Forge development project.

## 3rd Epsom (St. Martin's) Scout Group Annual Report 2024-25

| 3RD EPSOM (ST MARTINS) SCOUT GROUP |                  |                   |                  |                   |                  |                   |                  |                   |                  |
|------------------------------------|------------------|-------------------|------------------|-------------------|------------------|-------------------|------------------|-------------------|------------------|
|                                    | 31 March 2025    |                   | 31 March 2024    |                   | 31 March 2023    |                   | 31 March 2022    |                   | 31 March 2021    |
| <b>INCOME</b>                      |                  |                   |                  |                   |                  |                   |                  |                   |                  |
| <i>Per Accounts</i>                |                  |                   |                  |                   |                  |                   |                  |                   |                  |
| Group                              | 30,948.96        |                   | 20,031.59        |                   | 20,264.34        |                   | 29,599.83        |                   | 40,056.00        |
| HQ                                 | 53,175.45        |                   | 21,342.47        |                   | 23,008.37        |                   | 15,248.25        |                   | 5,472.00         |
| Fundraising                        | 10,615.50        |                   | 11,310.85        |                   | 9,889.14         |                   | 18,956.80        |                   | 30,627.00        |
| less Gift Aid reclaim              | (3,905.56)       |                   | (3,430.30)       |                   |                  |                   |                  |                   |                  |
| less Levy & Donations              | (4,022.47)       |                   | (4,689.39)       |                   | (9,110.84)       |                   | (17,209.79)      |                   | (13,187.00)      |
| <b>TOTAL</b>                       | <b>86,811.88</b> | Per CC submission | <b>44,565.22</b> | Per CC submission | <b>44,051.01</b> | Per CC submission | <b>46,595.09</b> | Per CC submission | <b>62,968.00</b> |
| <b>EXPENDITURE</b>                 |                  |                   |                  |                   |                  |                   |                  |                   |                  |
| <i>Per Accounts</i>                |                  |                   |                  |                   |                  |                   |                  |                   |                  |
| Group                              | 38,989.70        |                   | 22,098.45        |                   | 21,912.05        |                   | 27,536.71        |                   | 41,870.00        |
| HQ                                 | 53,390.77        |                   | 17,527.61        |                   | 18,841.85        |                   | 9,518.94         |                   | 6,699.00         |
| Fundraising                        | 4,000.00         |                   |                  |                   | 1,022.50         |                   | 540.00           |                   | 128.00           |
| less Gift Aid reclaim              | (3,905.56)       |                   | (3,430.30)       |                   |                  |                   |                  |                   |                  |
| less Levy & Donations              | (4,022.47)       |                   | (4,689.39)       |                   | (9,110.84)       |                   | (17,209.79)      |                   | (13,187.00)      |
| <b>TOTAL</b>                       | <b>88,452.44</b> | Per CC submission | <b>31,506.37</b> | Per CC submission | <b>32,665.56</b> | Per CC submission | <b>20,385.86</b> | Per CC submission | <b>35,508.00</b> |

### 3rd Epsom (St Martins) Scout Group

#### Income and Expenditure Account for 12 Months Ending 31 March 2025

|   |                    |                  |                  |                  |                | 2025               |       | 2024               |       |
|---|--------------------|------------------|------------------|------------------|----------------|--------------------|-------|--------------------|-------|
|   | GROUP              | EXPLORERS        | SCOUTS           | CUBS             | BEAVERS        | TOTAL              | TOTAL | TOTAL              | TOTAL |
| <b>INCOME</b>                                       |                    |                  |                  |                  |                |                    |       |                    |       |
| Subscriptions                                       |                    | £2,769.00        | £4,301.50        | £3,858.00        | £2,452.00      | £13,380.50         |       | £13,391.50         |       |
| Joining Fees  | £550.00            |                  |                  |                  |                | £550.00            |       | £600.00            |       |
| Group Levy (Capitation)                             | £6,160.00          | £(935.00)        | £(2,200.00)      | £(1,705.00)      | £(1,320.00)    | £0.00              |       | £0.00              |       |
| Group Levy (Equipment et al)                        | £2,415.00          | £(420.00)        | £(840.00)        | £(651.00)        | £(504.00)      | £0.00              |       | £0.00              |       |
| HQ Levy   | £1,645.00          | £(340.42)        | £(528.83)        | £(474.30)        | £(301.45)      | £0.00              |       | £0.00              |       |
| Summer Camp Surplus                                 | £2,092.09          |                  |                  |                  |                | £2,092.09          |       | £850.87            |       |
| Kanderstag 2023                                     | £55.84             |                  |                  |                  |                | £55.84             |       | £0.00              |       |
| Activities  | £7,793.16          | £139.35          | £757.50          | £144.00          | £0.00          | £8,834.01          |       | £0.00              |       |
| <b>DONATIONS</b>                                    |                    |                  |                  |                  |                |                    |       |                    |       |
| General   | £2,038.46          |                  |                  |                  |                | £2,038.46          |       | £1,758.92          |       |
| HMRC Giftaid  | £3,905.56          |                  |                  |                  |                | £3,905.56          |       | £3,430.30          |       |
| <b>SUNDRY</b>                                       |                    |                  |                  |                  |                |                    |       |                    |       |
| Other   | £92.50             |                  |                  |                  |                | £92.50             |       | £0.00              |       |
| <b>Total Income</b>                                 | <b>£26,747.61</b>  | <b>£1,212.93</b> | <b>£1,490.17</b> | <b>£1,171.70</b> | <b>£326.55</b> | <b>£30,948.96</b>  |       | <b>£20,031.59</b>  |       |
| <b>EXPENDITURE</b>                                  |                    |                  |                  |                  |                |                    |       |                    |       |
| Capitation Fees                                     | £6,160.00          |                  |                  |                  |                | £6,160.00          |       | £5,970.00          |       |
| Equipment   | £1,493.71          |                  |                  |                  |                | £1,493.71          |       | £667.06            |       |
| Kanderstag 2023                                     | £0.00              |                  |                  |                  |                | £0.00              |       | £907.00            |       |
| Activities  | £8,104.45          | £261.14          | £1,419.57        | £448.68          | £55.53         | £10,289.37         |       | £4,458.83          |       |
| Uniform/Badges                                      | £1,464.82          | £0.00            | £219.07          | £166.15          | £211.43        | £2,061.47          |       | £1,197.41          |       |
| Training  | £168.50            |                  |                  |                  |                | £168.50            |       | £(11.00)           |       |
| <b>DONATIONS</b>                                    |                    |                  |                  |                  |                |                    |       |                    |       |
| General   | £1,958.47          |                  |                  |                  |                | £1,958.47          |       | £2,037.57          |       |
| HMRC Giftaid  | £3,905.56          |                  |                  |                  |                | £3,905.56          |       | £3,430.30          |       |
| Donation to Fundraising (prev HQ Levy)              | £1,645.00          |                  |                  |                  |                | £1,645.00          |       | £2,667.00          |       |
| Contribution to Fire Safety Upgrade                 | £11,000.00         |                  |                  |                  |                | £11,000.00         |       |                    |       |
| <b>SUNDRY</b>                                       |                    |                  |                  |                  |                |                    |       |                    |       |
| Other (OSM, Website, Insurance, AGM)                | £307.62            |                  |                  |                  |                | £307.62            |       | £774.28            |       |
| <b>Total Expenditure</b>                            | <b>£36,208.13</b>  | <b>£261.14</b>   | <b>£1,638.64</b> | <b>£614.83</b>   | <b>£266.96</b> | <b>£38,989.70</b>  |       | <b>£22,098.45</b>  |       |
| <b>Surplus (Deficit) of Income Over Expenditure</b> | <b>£(9,460.52)</b> | <b>£951.79</b>   | <b>£(148.47)</b> | <b>£556.87</b>   | <b>£59.59</b>  | <b>£(8,040.74)</b> |       | <b>£(2,066.86)</b> |       |

### 3rd Epsom (St Martins) Scout Group Balance Sheet as at 31 March 2025

|  |         | MARCH 2025<br>TOTAL | MARCH 2024<br>TOTAL |
|--|---------|---------------------|---------------------|
| <b>ASSETS</b>                                    |         |                     |                     |
| Current Account                                  | GROUP   | £14,790.49          | £20,731.91          |
|  | SCOUTS  | £1.00               | £722.62             |
|  | CUBS    | £1.00               | £790.23             |
|  | BEAVERS | £1.00               | £188.43             |
|  |         | £14,793.49          | £22,433.19          |
| <b>PLUS</b>                                      |         |                     |                     |
| Prepaid Camp/Activity Expenses                   |         | £813.50             | £3,083.04           |
| <b>LESS</b>                                      |         |                     |                     |
| Advance Activity Receipts                        |         | £(4,228.50)         | £(6,097.00)         |
| <b>Total Assets</b>                              |         | <b>£11,378.49</b>   | <b>£19,419.23</b>   |
| <b>REPRESENTED BY</b>                            |         |                     |                     |
| Surplus Brought Forward                          |         | £19,419.23          | £21,486.09          |
| <b>Surplus for 12 months ended 31 March 2025</b> |         | <b>£(8,040.74)</b>  | <b>£(2,066.86)</b>  |
| <b>TOTAL</b>                                     |         | <b>£11,378.49</b>   | <b>£19,419.23</b>   |

## Financial Report (HQ) –Claire Goodhead

### 3rd EPSOM SCOUTS HQ ACCOUNTS FOR YEAR ENDED 31st MARCH 2025

|   | 2024 / 25         | 2023 / 24        |  | 2024 / 25        | Notes | 2023 / 24        |
|---|-------------------|------------------|--|------------------|-------|------------------|
|   | £                 | £                |  | £                |       | £                |
| <b>Income</b>   |                   |                  | <b>Assets</b>                          |                  |       |                  |
|   | -                 |                  | Lloyds current account                 | 30,532.34        |       | 31,295.13        |
| <b>Hall &amp; Forge Lettings</b>                          | <b>24,911.14</b>  | <b>20,641.50</b> | Prepayments                            | 1,618.72         |       | 2,121.26         |
| Nam Yang  | 9,311.00          | 8,368.00         | Debtors                                | 1,050.00         |       |                  |
| Potters House   | 4,732.00          | 2,080.00         | <b>Total Assets</b>                    | <b>33,201.06</b> |       | <b>33,416.39</b> |
| Surrey Dance Addicts                                      | 1,260.00          | 1,665.00         | <b>Less Liabilities</b>                | <b>-</b>         |       | <b>-</b>         |
| Parkinsons Exercise                                       | 1,664.00          | 1,368.00         | <b>Net Assets</b>                      | <b>33,201.06</b> |       | <b>33,416.39</b> |
| Epsom Players   |                   | 1,116.00         |  |                  |       |                  |
| Zumba   | 746.00            | 864.00           | <b>Represented by:</b>                 |                  |       |                  |
| NCT   |                   | 722.50           | <b>Valuation as at 01 April 2024</b>   | <b>33,416.38</b> |       | <b>29,601.53</b> |
| Steve Duke Fitness  | 634.00            | 450.00           | <b>Excess of Outgoings over Income</b> | <b>- 215.32</b>  |       | <b>3,814.86</b>  |
| Trainmaster   | 990.00            | 405.00           |  |                  |       |                  |
| Christian Group   |                   | 360.00           | <b>Valuation as at 31 March 2025</b>   | <b>33,201.06</b> |       | <b>33,416.38</b> |
| Epsom Games Club  | 2,040.00          |                  |  |                  |       |                  |
| Tiny Talk   | 712.00            | 360.00           |  |                  |       |                  |
| Sing & Sign   | 476.26            |                  |  |                  |       |                  |
| Yoga  |                   | 351.00           | <b>Notes</b>                           |                  |       |                  |
| Little City   |                   | 288.00           | <b>1 Prepayments</b>                   |                  |       |                  |
| Epsom Muslim Youth  | 754.00            | 270.00           | Rent                                   |                  |       | 496.71           |
| Ad Hoc Class Bookings                                     | 490.00            | 573.00           | Insurance                              | 1,540.34         |       | 1,360.86         |
| Ad Hoc Private Hall Hires                                 | 1,101.88          | 1,395.00         | Gas                                    |                  |       | 212.53           |
| <b>Fundraising</b>  | <b>39.00</b>      | <b>539.00</b>    | Music License                          | 78.38            |       | 51.16            |
| JC Davidge  | 39.00             | 39.00            |  | <b>1,618.72</b>  |       | <b>2,121.26</b>  |
| Lloyds Bank Foundation                                    |                   | 500.00           |  |                  |       |                  |
| <b>Other</b>  | <b>113,225.31</b> | <b>670.97</b>    | <b>2 Debtors</b>                       |                  |       |                  |
| Transfer from Metro Bank Savings for United Trust Bond    | 72,464.73         |                  | Rent                                   | 1,050.00         |       |                  |
| Transfer from Fundraising for United Trust Bond           | 12,535.27         |                  |  | <b>1,050.00</b>  |       |                  |
| Group Transfer (Ceiling)                                  | 11,000.00         |                  |  |                  |       |                  |
| Groundwork Grant - Grantscape                             | 7,640.00          |                  |  |                  |       |                  |
| Planning Applications from Fundraising                    | 3,500.00          |                  |  |                  |       |                  |
| Fireworks Fundraising Activities by Scouts                | 2,550.00          | 361.97           |  |                  |       |                  |
| United Trust Bank Interest                                | 2,464.77          |                  |  |                  |       |                  |
| Architect Fee from Fundraising                            | 500.00            |                  |  |                  |       |                  |
| Brownies Levy   | 300.00            | 300.00           |  |                  |       |                  |
| EDF Gas Rebate  | 270.54            |                  |  |                  |       |                  |
| Funds due to Group (paid to wrong account)                |                   | 9.00             |  |                  |       |                  |
|   | <b>138,175.45</b> | <b>21,851.47</b> |  |                  |       |                  |
| <b>Expenditure</b>  |                   |                  |  |                  |       |                  |
| Rent  | 846.71            | 1,400.00         |  |                  |       |                  |
| Insurance   | 1,390.98          | 1,202.53         |  |                  |       |                  |
| Cleaning  | 4,582.00          | 4,491.00         |  |                  |       |                  |
| Electricity   | 2,534.79          | 1,780.18         |  |                  |       |                  |
| Gas   | 1,643.63          | 771.69           |  |                  |       |                  |
| Water   | 404.58            | 358.74           |  |                  |       |                  |
| Building & Refurbishment                                  | 32,217.13         | 3,030.44         |  |                  |       |                  |
| Music License   | 476.07            | 299.06           |  |                  |       |                  |
| Fundraising Account (Lloyds Bank)                         |                   | 942.00           |  |                  |       |                  |
| Legal Fees - Purchase of Site                             | 2,454.00          | 750.00           |  |                  |       |                  |
| Forge Costs   | 4,000.00          | 2,640.00         |  |                  |       |                  |
| Transfer to United Trust Bond                             | 85,000.00         |                  |  |                  |       |                  |
| Brownies Levy to Fundraising                              | 300.00            |                  |  |                  |       |                  |
| JC Davidge to Fundraising                                 | 39.00             |                  |  |                  |       |                  |
| United Trust Interest to Fundraising                      | 2,464.77          |                  |  |                  |       |                  |
| Gifts   | 37.11             |                  |  |                  |       |                  |
| Group Transfer - Charity Fundraising Activities by Scouts | -                 | 361.97           |  |                  |       |                  |
| Group Transfers (paid to wrong account)                   | -                 | 9.00             |  |                  |       |                  |
|   | <b>138,390.77</b> | <b>18,036.61</b> |  |                  |       |                  |

Nick noted that the accounts had been reviewed by our independent auditor, Barney Dunlop, and that he had kindly agreed to reprise this role for the year ahead. **The accounts were unanimously approved.**

## Making appointments

Richard noted that at the 2023-24 AGM, Nick had been appointed Chair of the Trustee Board for a 3-year term, and that 11 Trustee Board members had also been appointed for the same term.

Nick noted that 4 of those current Trustees, Caroline de Ville, Guy Simpson, Natasha Buckland and Jo Danks were stepping down as members of the 3<sup>rd</sup> Epsom Trustee Board. Nick thanked them on behalf of the Group for their outstanding support over many years collectively, both as Trustees and formerly Executive Board members and also as parents and leaders. Guy will continue to be a leader for the Cubs, and Jo will continue to be a leader for the Explorers.

## 3rd Epsom (St. Martin's) Scout Group Annual Report 2024-25

Richard proposed four new Trustee Board members for appointment, who had put themselves forward through the open selection process: Louisa Seecharan, Peter Danks, Emily Luo and Katharine King. **Each proposal was seconded and then approved unanimously.**

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### Any other business

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None.

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### Close of meeting

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Nick brought the meeting to a close by thanking all leaders and volunteers involved with 3rd Epsom Group for all their hard work over the last year. He also thanked parents for their support for the Group and to those present for making the time to come to Boidier Hurst and be part of the evening.

Fiona Bravery thanked Nick Poyntz, Richard Ascough and Peter Danks for their work during the past year to apply for and secure funding for improvements to the Hall and for the rebuilding of the Forge.

The 3rd Epsom Scout Group remains in a healthy financial position. The accounts have been independently examined and signed off in accordance with Scouting Association and Charity Commission requirements.

The Group recorded a **loss of £8,040** for the year. However, this figure includes a one-off **£11,000 contribution to the Headquarters (HQ) Account**, made to assist with works identified in the Fire Safety Report. Even with this payment the Group's core finances remain stable and sustainable.

The HQ accounts reflect **high income and expenditure** during the year. Two main factors explain this:

1. **Fundraising Transfers** – Some fundraising income is passed through into a separate bank account to ensure the Group remains within the FSCS banking protection limits. This increases the recorded turnover but does not represent additional underlying expenditure.
2. **Building Expenditure** – A total of **£32,217** was spent on the HQ building this year, compared with just **£3,030** last year. The majority of this relates to essential fire safety improvements following the Fire Safety Report.

Despite the exceptional costs this year, the Group remains financially sound. We continue to hold adequate reserves, and income from subscriptions, fundraising, and donations has supported both day-to-day Scouting activities and major infrastructure commitments.

Looking forward, the Group will:

- Continue to monitor expenditure closely while maintaining reserves at prudent levels.
- Seek to rebuild funds following the significant outlay on HQ improvements.
- Explore further fundraising opportunities to support both Scouting activities, ongoing building maintenance and the Forge development project.

| 3RD EPSOM (ST MARTINS) SCOUT GROUP |                  |                   |                  |                   |                  |                   |                  |                   |                  |  |
|------------------------------------|------------------|-------------------|------------------|-------------------|------------------|-------------------|------------------|-------------------|------------------|--|
|                                    | 31 March 2025    |                   | 31 March 2024    |                   | 31 March 2023    |                   | 31 March 2022    |                   | 31 March 2021    |  |
| <b>INCOME</b>                      |                  |                   |                  |                   |                  |                   |                  |                   |                  |  |
| <i>Per Accounts</i>                |                  |                   |                  |                   |                  |                   |                  |                   |                  |  |
| Group                              | 30,948.96        |                   | 20,031.59        |                   | 20,264.34        |                   | 29,599.83        |                   | 40,056.00        |  |
| HQ                                 | 53,175.45        |                   | 21,342.47        |                   | 23,008.37        |                   | 15,248.25        |                   | 5,472.00         |  |
| Fundraising                        | 10,615.50        |                   | 11,310.85        |                   | 9,889.14         |                   | 18,956.80        |                   | 30,627.00        |  |
| less Gift Aid reclaim              | (3,905.56)       |                   | (3,430.30)       |                   |                  |                   |                  |                   |                  |  |
| less Levy & Donations              | (4,022.47)       |                   | (4,689.39)       |                   | (9,110.84)       |                   | (17,209.79)      |                   | (13,187.00)      |  |
| <b>TOTAL</b>                       | <b>86,811.88</b> | Per CC submission | <b>44,565.22</b> | Per CC submission | <b>44,051.01</b> | Per CC submission | <b>46,595.09</b> | Per CC submission | <b>62,968.00</b> |  |
| <b>EXPENDITURE</b>                 |                  |                   |                  |                   |                  |                   |                  |                   |                  |  |
| <i>Per Accounts</i>                |                  |                   |                  |                   |                  |                   |                  |                   |                  |  |
| Group                              | 38,989.70        |                   | 22,098.45        |                   | 21,912.05        |                   | 27,536.71        |                   | 41,870.00        |  |
| HQ                                 | 53,390.77        |                   | 17,527.61        |                   | 18,841.85        |                   | 9,518.94         |                   | 6,899.00         |  |
| Fundraising                        | 4,000.00         |                   |                  |                   | 1,022.50         |                   | 540.00           |                   | 126.00           |  |
| less Gift Aid reclaim              | (3,905.56)       |                   | (3,430.30)       |                   |                  |                   |                  |                   |                  |  |
| less Levy & Donations              | (4,022.47)       |                   | (4,689.39)       |                   | (9,110.84)       |                   | (17,209.79)      |                   | (13,187.00)      |  |
| <b>TOTAL</b>                       | <b>88,452.44</b> | Per CC submission | <b>31,506.37</b> | Per CC submission | <b>32,665.56</b> | Per CC submission | <b>20,385.66</b> | Per CC submission | <b>35,508.00</b> |  |



Report to the trustees/ members of

Charity Name 3rd EPSOM (ST MARTINS) SCOUT GROUP AND 1st EPSOM (ST MARTINS) BROWNIES

On accounts for the year ended

31 MARCH 2025

Charity no (if any)

305715

Set out on pages

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31 03 2025.

Responsibilities and basis of report

As the charity trustees, you are responsible for the preparation of the accounts in accordance with the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. Delete [ ] if not applicable.

I have completed my examination. I confirm that no material matters have come to my attention (other than that disclosed below \*) in connection with the examination which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Act; or
the accounts did not accord with the accounting records; or
the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

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

\* Please delete the words in the brackets if they do not apply.

Signed:

B. Duncop

Date:

8 SEPT 2025

Name:

BARNEY DUNLOP

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

ICAEW (INSTITUTE OF CHARTERED ACCOUNTANTS OF ENGLAND AND WALES)

Address:

|                 |
|-----------------|
| 103 ALBERT ROAD |
| EPSOM           |
| SURREY KT17 4EN |

Section B

Disclosure

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

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

**3rd Epsom (St. Martin's) Scout Group**

England & Wales - Charity number 305715

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# Accounts

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## Introduction

There are 4 sets of accounts detailed in the handout:-

1. The Group Scout accounts which cover the individual sections: Beavers, Cubs, Scouts/ Explorers and Group.
2. The HQ accounts which cover the running of the Hall and the Forge;
3. The Forge Fundraising accounts;
4. A consolidation of the above excluding transfers between the accounts to present a single combined Income and single combined Expenditure - these two numbers are reported as part of our Annual Return submission to the Charities Commission.

All the accounts cover the 12-month period from 1<sup>st</sup> April 2023 to 31<sup>st</sup> March 2024 and have been independently examined and signed off by Barney Dunlop, a qualified accountant.

## Scout Group Accounts

The accounts are broken down for each section; Group, Scouts/Explorers, Cubs and Beavers and summarised under the Total column. The 2022/23 Total values are shown for comparison.

**Overall income for 2023/24 amounted to £20,032 compared to £20,264 in 2022/23.**

The income generated from Subscriptions (2023/24: £13,392) show an increase compared to the prior year (2022/23: £12,400) – numbers across the group remained steady and the increase was due to an increase in subs rates across all sections in the 2<sup>nd</sup> half of 2023/24 compared to the rate charged in 2022/23.

Although the surplus made at the 2023 Summer Camp exceeded that of the prior year and the amount of Gift Aid claimed was slightly higher the drop in the level of General Donations offset these and the subs increase such that overall income was marginally lower than 2022/23.

**Overall expenditure for 2023/24 amounted to £22,098 compared to £21,912 in 2022/23.**

The largest single item of 'expenditure' in 2022/23 is the Annual Capitation Fee – this is an annual charge paid to the UK Scouts organisation. The amount paid (calculation based on head count) in 2023/24 of £5,970 is very marginally lower than the prior year.

Other large items of expenditure are:

- (1) amounts spent on various Activities across the Group – showing continued growth over the prior year;
- (2) the HQ levy - £7 per child transferred to the Fundraising account – lower than the prior year as there was an extra transfer in 2022/23 as one had been missed in 2021/22;
- (3) the net amount spent on badges and uniform – lower than the prior year and this offset the increase in the amount spent on activities; and
- (4) the transfer to the Fundraising account of General Donations and Gift Aid received during the year;

Overall the Group made a **Deficit of £2,067 in 2023/24** compared to a **Deficit of £1,648 in 2022/23**.

**This means the Valuation of the Group as a whole has decreased from £21,486 as at 31 March 2023 to £19,419 as at the end of 31 March 2024 with an overall bank balance at the latter date of £22,433.**

## Hall Accounts

Overall Hall income for 2023/24 amounted to £21,342 compared to £23,008 in 2022/23.

Income from Hall & Forge Lettings in 2023/24 (£20,642) was marginally down on the prior year (£20,971) – after the pandemic affected years (2020-22) it is encouraging to see that incomes are now back and being maintained at pre-pandemic levels.

Income from Fundraising activities was further down (£39 vs £1,858) and although there was an approx. £500 increase in Other Income the drop in fundraising is the main reason behind the overall income decrease.

Overall Hall expenditure for 2023/24 amounted to £17,528 down from £18,842 in 2022/23.

Although there was an increase in a number of running costs (electricity, cleaning and insurance the main ones) overall expenditure was down because of the reduction in building and refurbishment costs (£3,030 in 2023/24 vs £6,262 in 2022/23) – the prior year expenditure included Gas and Electrical Tests & Works and new floors, this year a new defibrillator was bought but overall costs in this category were down by a sufficient amount to offset the rise in running costs.

## Forge Fundraising Accounts

On 31 March 2024 our Forge Fundraising monies are split across two bank accounts, with a total value of **£101,806** (compared to £90,496 at the end of March 2023). A proportion of our monies (£72,465) remains in a fixed one-year account with a higher interest rate to protect it under the Financial Services Compensation Scheme (FSCS) which has an £85K limit.

This year we received £2,967 into the account through levies, plus £2,199 in donations from corporate and individual donors.

Bank interest income amounted to £2,714 and £3,430 was received through Gift Aid reclaim.

**3RD EPSOM (ST MARTINS) SCOUT GROUP**

| <b>INCOME</b>         | <b>31 March 2024</b>               | <b>31 March 2023</b>               | <b>31 March 2022</b>               | <b>31 March 2021</b>               | <b>31 March 2020</b>               | <b>31 March 2019</b>               |
|-----------------------|------------------------------------|------------------------------------|------------------------------------|------------------------------------|------------------------------------|------------------------------------|
| <i>Per Accounts</i>   |                                    |                                    |                                    |                                    |                                    |                                    |
| Group                 | 20,031.59                          | 20,264.34                          | 29,599.83                          | 40,056.00                          | 29,351.00                          | 16,657.00                          |
| HQ                    | 21,342.47                          | 23,008.37                          | 15,248.25                          | 5,472.00                           | 21,498.00                          | 17,856.00                          |
| Fundraising           | 11,310.85                          | 9,889.14                           | 18,956.80                          | 30,627.00                          | 33,169.00                          | 9,626.00                           |
| less Gift Aid reclaim | (3,430.30)                         |                                    |                                    |                                    |                                    |                                    |
| less Levy & Donations | (4,689.39)                         | (9,110.84)                         | (17,209.79)                        | (13,187.00)                        | (15,132.00)                        | (2,250.00)                         |
| <b>TOTAL</b>          | <b>44,565.22</b> Per CC submission | <b>44,051.01</b> Per CC submission | <b>46,595.09</b> Per CC submission | <b>62,968.00</b> Per CC submission | <b>68,886.00</b> Per CC submission | <b>41,889.00</b> Per CC submission |
| <b>EXPENDITURE</b>    | <b>31 March 2024</b>               | <b>31 March 2023</b>               | <b>31 March 2022</b>               | <b>31 March 2021</b>               | <b>31 March 2020</b>               | <b>31 March 2019</b>               |
| <i>Per Accounts</i>   |                                    |                                    |                                    |                                    |                                    |                                    |
| Group                 | 22,098.45                          | 21,912.05                          | 27,536.71                          | 41,870.00                          | 25,343.00                          | 13,201.00                          |
| HQ                    | 17,527.61                          | 18,841.85                          | 9,518.94                           | 6,699.00                           | 11,547.00                          | 26,125.00                          |
| Fundraising           |                                    | 1,022.50                           | 540.00                             | 126.00                             | 540.00                             | 1,006.00                           |
| less Gift Aid reclaim | (3,430.30)                         |                                    |                                    |                                    |                                    |                                    |
| less Levy & Donations | (4,689.39)                         | (9,110.84)                         | (17,209.79)                        | (13,187.00)                        | (15,132.00)                        | (2,250.00)                         |
| <b>TOTAL</b>          | <b>31,506.37</b> Per CC submission | <b>32,665.56</b> Per CC submission | <b>20,385.86</b> Per CC submission | <b>35,508.00</b> Per CC submission | <b>22,298.00</b> Per CC submission | <b>38,082.00</b> Per CC submission |



Section A

Independent Examiner's Report

Report to the trustees

Charity Name 3rd EPSOM (ST MARTINS) SCOUT GROUP AND 1ST EPSOM (ST MARTINS) BROWNIES

On accounts for the year ended

31 MARCH 2024

Charity no (if any)

305715

Set out on pages

(remember to include the page numbers of additional sheets)

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

Responsibilities and basis of report

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below \*) which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
• the accounts did not accord with the accounting records; or
• the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

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

\* Please delete the words in the brackets if they do not apply.

Signed:

B. Duncop

Date:

27th June 2024

Name:

BARNEY DUNCOP

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

ICAEW (INSTITUTE OF CHARTERED ACCOUNTANTS OF ENGLAND & WALES)

**Address:**

|                 |
|-----------------|
| 103 ALBERT ROAD |
| EPSOM           |
| SURREY KT17 4EN |

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

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

**3rd Epsom (St. Martin's) Scout Group**

England & Wales - Charity number 305715

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# Accounts

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## Hall Accounts

Incomes have returned to pre-pandemic levels, with £20,971 earned from HQ and Forge bookings in 2022/23. This growth has been driven by existing hirers extending their bookings, plus many new hirers booking the facilities. We've also seen growth in individual hall hires, with revenues up 133% on 2021/22.

Rent, electricity and water expenses remained broadly consistent with the prior year, but we did see a rise in other expenses. With the Hall and Forge now fully in use, there has been an increase in cleaning and gas costs. PPL PRS costs came down as their charging model reflects earnings from previous years and the low revenues during lockdowns were considered in this year's calculation.

We have undertaken a number of projects to maintain and refurbish the buildings, with new floors going into the toilets, gas and electrical works, plus other general repairs. There has also been spending in relation to the Forge planning application, with planning fees and costs associated with the TPO.

## Forge Fundraising Accounts

On 31 March 2023 our Forge Fundraising monies are split across two bank accounts, with a total value of **£90,494.56** (compared to £81,627 at the end of March 2022). This year we moved a proportion of our monies (£70,000) to a fixed one-year account to protect it under the Financial Services Compensation Scheme (FSCS) which has an £85K limit. We were also able to take advantage of higher interest rates.

This year we received £3,304 into the account through levies, plus £2,106 in donations from corporate and individual donors, including a £1,000 donation from Arnold Clark.

Our other fundraising activities raised £1,044 and £3,267 was received through Gift Aid reclaim.

£1,022 was passed across to the Hall account to cover costs relating to the Forge development.

**3RD EPSOM (ST MARTINS) SCOUT GROUP**

| <b>INCOME</b>        | <b>31 March 2023</b>               | <b>31 March 2022</b>               | <b>31 March 2021</b>               | <b>31 March 2020</b>               | <b>31 March 2019</b>               |
|----------------------|------------------------------------|------------------------------------|------------------------------------|------------------------------------|------------------------------------|
| <i>Per Accounts</i>  |                                    |                                    |                                    |                                    |                                    |
| Group                | 20,264.34                          | 29,599.83                          | 40,056.00                          | 29,351.00                          | 16,657.00                          |
| less HQ Levy         | (3,304.00)                         | (1,561.00)                         | (1,638.00)                         | (1,652.00)                         | (2,250.00)                         |
| less Group donations | (5,806.84)                         | (15,648.79)                        | (11,549.00)                        | (13,480.00)                        |                                    |
| HQ                   | 23,008.37                          | 15,248.25                          | 5,472.00                           | 21,498.00                          | 17,856.00                          |
| Fundraising          | 9,889.14                           | 18,956.80                          | 30,627.00                          | 33,169.00                          | 9,626.00                           |
| TOTAL                | <u>44,051.01</u> Per CC submission | <u>46,595.09</u> Per CC submission | <u>62,968.00</u> Per CC submission | <u>68,886.00</u> Per CC submission | <u>41,889.00</u> Per CC submission |
| <b>EXPENDITURE</b>   | <b>31 March 2023</b>               | <b>31 March 2022</b>               | <b>31 March 2021</b>               | <b>31 March 2020</b>               | <b>31 March 2019</b>               |
| <i>Per Accounts</i>  |                                    |                                    |                                    |                                    |                                    |
| Group                | 21,912.05                          | 27,536.71                          | 41,870.00                          | 25,343.00                          | 13,201.00                          |
| less HQ Levy         | (3,304.00)                         | (1,561.00)                         | (1,638.00)                         | (1,652.00)                         | (2,250.00)                         |
| less Group donations | (5,806.84)                         | (15,648.79)                        | (11,549.00)                        | (13,480.00)                        |                                    |
| HQ                   | 18,841.85                          | 9,518.94                           | 6,699.00                           | 11,547.00                          | 26,125.00                          |
| Fundraising          | 1,022.50                           | 540.00                             | 126.00                             | 540.00                             | 1,006.00                           |
| TOTAL                | <u>32,665.56</u> Per CC submission | <u>20,385.86</u> Per CC submission | <u>35,508.00</u> Per CC submission | <u>22,298.00</u> Per CC submission | <u>38,082.00</u> Per CC submission |



Section A

Independent Examiner's Report

Report to the trustees/ members of

3rd EPSON (ST MARTINS) SCOUT GROUP AND 1st EPSON (ST MARTINS) BROWNIES

On accounts for the year ended

31st MARCH 2023

Charity no (if any)

305715

Set out on pages

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended DD / MM / YYYY.

Responsibilities and basis of report

As the charity trustees, you are responsible for the preparation of the accounts in accordance with the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. Delete [ ] if not applicable.

I have completed my examination. I confirm that no material matters have come to my attention (other than that disclosed below \*) in connection with the examination which gives me cause to believe that in, any material respect.:

- the accounting records were not kept in accordance with section 130 of the Act; or
the accounts did not accord with the accounting records; or
the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

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

\* Please delete the words in the brackets if they do not apply.

Signed:

B. D. P.

Date:

27th June 2023

Name:

BARNEY DUNLOP

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

ICAEW (INSTITUTE OF CHARTERED ACCOUNTANTS OF ENGLAND & WALES)

**3rd Epsom (St. Martin's) Scout Group**

England & Wales - Charity number 305715

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# Accounts

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## Introduction

There are 4 sets of accounts detailed in the handout:-

1. The Group Scout accounts which cover the individual sections: Beavers, Cubs, Scouts/ Explorers and Group.
2. The HQ accounts which cover the running of the Hall and the Forge;
3. The Forge Fundraising accounts;
4. A consolidation of the above excluding transfers between the accounts to present a single combined Income and single combined Expenditure - these two numbers are reported as part of our Annual Return submission to the Charities Commission.

All the accounts cover the 12-month period from 1<sup>st</sup> April 2021 to 31<sup>st</sup> March 2022 and have been independently examined and signed off by Barney Dunlop, a qualified accountant.

## Scout Group Accounts

The accounts are broken down for each section; Group, Scouts, Cubs and Beavers and summarised under the Total column. The 2020-21 Total values are shown for comparison.

**Overall income for 2021/22 amounted to £29,600 compared to £40,056 in 2020/21.**

The income generated from subscriptions (2021/22: £11,530) shows a slight increase compared to the prior year (2020/21: £11,319) – although there was not much change year on year in the numbers across the different sections there were again periods of 2021/22 when scouting activities were curtailed due to Covid and therefore non-payment of subs were not as actively chased as in the pre-Covid years. Thankfully the past 6 months have seen a return to a much more normal level of scouting activities.

There was also a drop in donations and in the amount of Gift Aid that the Group could claim but the main reason behind the overall year-on-year drop in income was the lower level of Covid related grants which the Group could claim from Epsom & Ewell Borough Council. In 2020/21 the Group claimed over £20k in grants whereas the equivalent figure for 2021/22 was half that at just over £10.5k. No further grants of this nature are expected. The amounts received were transferred in full to the Fundraising account.

**Overall expenditure for 2021/22 amounted to £27,537 compared to £41,870 in 2020/21.**

The largest single item of 'expenditure' in 2021/22 is (as noted above) the transfer of the Covid grant money to the Fundraising account.

The next largest item of expenditure is the Annual Capitation Fee – this is an annual charge paid to the UK Scouts organisation. The amount paid (calculation based on head count) in 2021/22 of £5,103 is slightly lower than the prior year.

Other large items of expenditure are:

- (1) the transfer of Gift Aid received to the Fundraising account;
- (2) amounts spent on various activities across the Group – significantly up on the prior year as there was a return to a normal level of scouting activities; and
- (3) the net amount spent on badges and uniform

**Overall the Group made a Surplus of £2,063 In 2021/22 compared to a Deficit of £1,814 in 2020/21.**

**This means the Valuation of the Group as a whole has increased from £21,071 as at 31 March 2021 to £23,134 as at the end of 31 March 2022 with an overall bank balance at the latter date of £29,213.**



**CHARITY COMMISSION  
FOR ENGLAND AND WALES**

**Independent examiner's report  
on the accounts**

**Section A Independent Examiner's Report**

|                                       |   |                        |        |
|---------------------------------------|---|------------------------|--------|
| Report to the trustees/<br>members of | 3 <sup>RD</sup> EPSOM (ST MARTINS) SCOUT GROUP AND<br>1 <sup>ST</sup> EPSOM (ST MARTINS) BROWNIES |                        |        |
| On accounts for the year<br>ended     | 31 <sup>ST</sup> MARCH 2022   | Charity no<br>(if any) | 305715 |
| Set out on pages                      |   |                        |        |

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/03/2022.

**Responsibilities and basis of report** As the charity trustees, you are responsible for the preparation of the accounts in accordance with the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent examiner's statement** [The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. ~~Delete [ ] if not applicable.~~

I have completed my examination. I confirm that no material matters have come to my attention (other than that disclosed below \*) in connection with the examination which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

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

\* Please delete the words in the brackets if they do not apply.

Signed: B. D. P. Date: 29<sup>TH</sup> July 2022

Name: BARNEY DUNLOP

Relevant professional qualification(s) or body (if any): MEMBER OF ICAEW (Institute of Chartered Accountants England & Wales)

Address:

103 ALBERT ROAD

EPSOM, SURREY

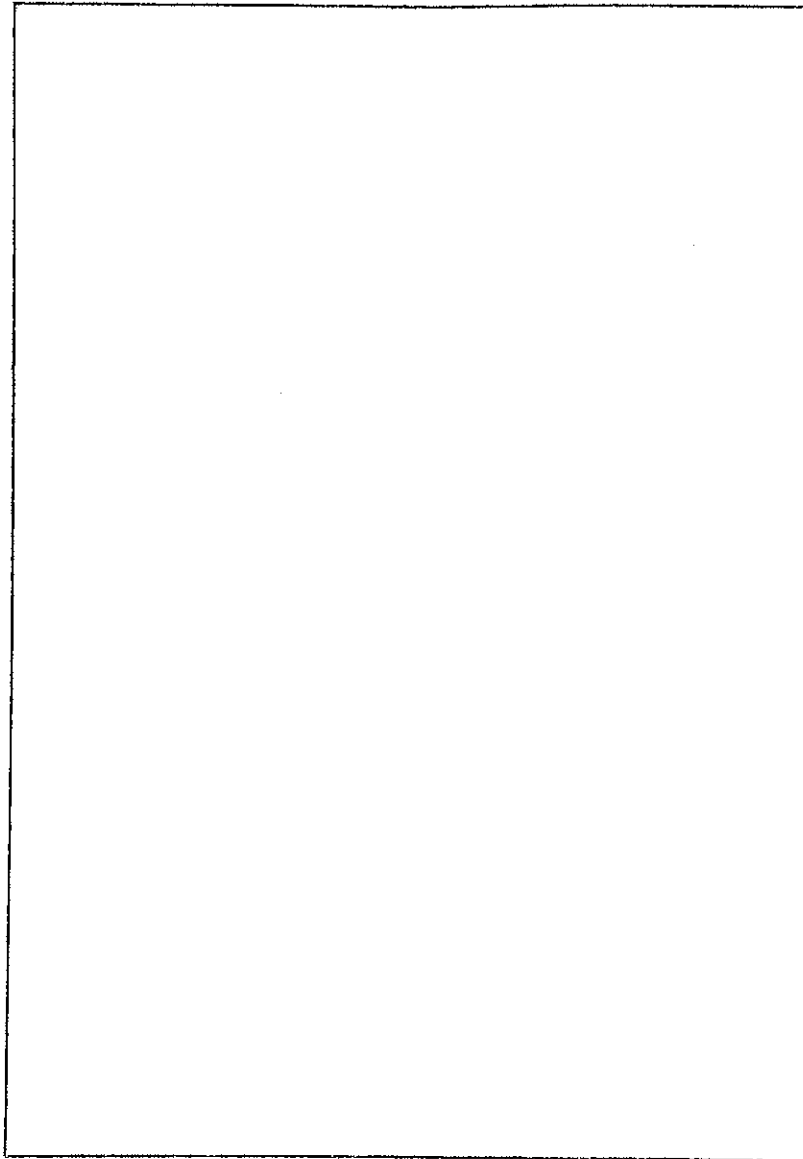
KT17 4EN

**Section B**

**Disclosure**

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

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



**3RD EPSOM (ST MARTINS) SCOUT GROUP**

|                      | 31 March 2022     | 31 March 2021     |
|----------------------|-------------------|-------------------|
| <b>INCOME</b>        |                   |                   |
| <i>Per Accounts</i>  |                   |                   |
| Group                | 29,599.83         | 40,056.00         |
| less HQ Levy         | (1,561.00)        | (1,638.00)        |
| less Group donations | (15,648.79)       | (11,549.00)       |
| HQ                   | 15,248.25         | 5,472.00          |
| Fundraising          | 18,956.80         | 30,627.00         |
| <b>TOTAL</b>         | <b>46,595.09</b>  | <b>62,968.00</b>  |
|                      | Per CC submission | Per CC submission |
| <b>EXPENDITURE</b>   |                   |                   |
| <i>Per Accounts</i>  |                   |                   |
| Group                | 27,536.71         | 41,870.00         |
| less HQ Levy         | (1,561.00)        | (1,638.00)        |
| less Group donations | (15,648.79)       | (11,549.00)       |
| HQ                   | 9,518.94          | 6,699.00          |
| Fundraising          | 540.00            | 126.00            |
| <b>TOTAL</b>         | <b>20,385.86</b>  | <b>35,508.00</b>  |
|                      | Per CC submission | Per CC submission |

3rd Epsom (St Martins) Scout Group  
Income and Expenditure Account for 12 Months Ending 31 March 2022

|   | GROUP             | SCOUT            | CUBS             | BEAVERS        | 2022<br>TOTAL     | 2021<br>TOTAL      |
|---|-------------------|------------------|------------------|----------------|-------------------|--------------------|
| <b>INCOME</b>   |                   |                  |                  |                |                   |                    |
| Subscriptions   | £165.00           | £5,993.00        | £3,212.50        | £2,159.00      | £11,529.50        | £11,319.00         |
| Joining Fees  | £520.00           |                  |                  |                | £520.00           | £500.00            |
| Group Levy  | £5,103.00         | £(2,691.04)      | £(1,442.51)      | £(969.46)      | £0.00             | £0.00              |
| HQ Levy   | £1,561.00         | £(823.18)        | £(441.26)        | £(296.55)      | £0.00             | £0.00              |
| Summer Camp (2021) Surplus                            | £1,815.79         |                  |                  |                | £1,815.79         | £0.00              |
| Activities  |                   |                  |                  |                | £0.00             | £95.00             |
| <b>DONATIONS</b>                                      |                   |                  |                  |                |                   |                    |
| General   | £1,862.14         |                  |                  |                | £1,862.14         | £2,821.44          |
| HMRC Giftaid  | £3,205.40         |                  |                  |                | £3,205.40         | £4,607.48          |
| <b>SUNDRY</b>   |                   |                  |                  |                |                   |                    |
| E&E Boro Council C19 Grants                           | £10,667.00        |                  |                  |                | £10,667.00        | £20,241.00         |
| Other   |                   |                  |                  |                | £0.00             | £472.09            |
| <b>Total Income</b>                                   | <b>£24,899.33</b> | <b>£2,478.78</b> | <b>£1,328.73</b> | <b>£892.99</b> | <b>£29,599.83</b> | <b>£40,056.01</b>  |
| <b>EXPENDITURE</b>                                    |                   |                  |                  |                |                   |                    |
| Capitation Fees                                       | £5,103.00         |                  |                  |                | £5,103.00         | £5,481.00          |
| HQ Levy   | £1,561.00         |                  |                  |                | £1,561.00         | £1,638.00          |
| Equipment   |                   | £0.00            |                  |                | £332.81           | £1,179.32          |
| Summer Camp (2020)                                    |                   |                  |                  |                | £0.00             | £0.00              |
| Activities  | £160.25           | £1,255.24        | £644.95          | £241.42        | £2,301.86         | £516.79            |
| Beavers Birthday Party                                | £20.00            |                  |                  |                | £20.00            |                    |
| Uniform/Badges  | £1,170.83         | £229.95          | £291.93          | £471.05        | £2,163.76         | £707.06            |
| Training  |                   |                  |                  |                | £146.30           | £0.00              |
| <b>DONATIONS</b>                                      |                   |                  |                  |                |                   |                    |
| General   | £1,776.39         |                  | £24.00           | £20.00         | £1,820.39         | £4,352.44          |
| HMRC Giftaid  | £3,205.40         |                  |                  |                | £3,205.40         | £7,196.30          |
| <b>SUNDRY</b>   |                   |                  |                  |                |                   |                    |
| E&E Boro C'cil C19 Grants (transferred to HallHQ a/c) | £10,667.00        |                  |                  |                | £10,667.00        | £20,241.00         |
| Other (OSM, Website, Insurance, Face Masks)           | £215.19           |                  |                  |                | £215.19           | £558.07            |
| <b>Total Expenditure</b>                              | <b>£24,358.17</b> | <b>£1,485.19</b> | <b>£960.88</b>   | <b>£732.47</b> | <b>£27,536.71</b> | <b>£41,869.98</b>  |
| <b>Surplus (Deficit) of Income Over Expenditure</b>   | <b>£541.16</b>    | <b>£993.59</b>   | <b>£367.85</b>   | <b>£160.52</b> | <b>£2,063.12</b>  | <b>£(1,813.97)</b> |

3rd Epsom (St Martins) Scout Group  
Balance Sheet as at 31 March 2022

|   |         | MARCH 2022<br>TOTAL | MARCH 2021<br>TOTAL |
|---|---------|---------------------|---------------------|
| <b>ASSETS</b>                             |         |                     |                     |
| Current Account                           | GROUP   | 24,778.49           | £13,834.58          |
|   | SCOUTS  | 2,207.50            | £3,692.69           |
|   | CUBS    | 1,575.75            | £2,536.63           |
|   | BEAVERS | 651.31              | £1,383.78           |
|   |         | £29,213.05          | £21,447.68          |
| <b>PLUS</b>                               |         |                     |                     |
| Prepaid Camp Expenses                     |         | £115.50             | £378.00             |
| Prepaid Activity Expenses                 |         | £1,720.25           | £70.00              |
| <b>LESS</b>                               |         |                     |                     |
| Advance Subs                              |         | £0.00               | £0.00               |
| Advance Activity Receipts                 |         | £(6,085.00)         | £(825.00)           |
| Advance Camp Receipts                     |         | £(1,830.00)         | £0.00               |
| <b>Total Assets</b>                       |         | <b>£23,133.80</b>   | <b>£21,070.68</b>   |
| <b>REPRESENTED BY</b>                     |         |                     |                     |
| Surplus Brought Forward                   |         | £21,070.68          | £22,884.65          |
| Surplus for 12 months ended 31 March 2022 |         | £2,063.12           | £(1,813.97)         |
| <b>TOTAL</b>                              |         | <b>£23,133.80</b>   | <b>£21,070.68</b>   |

**3rd PERSONAL ACCOUNTS HO ACCOUNTS FOR YEAR ENDED 31st MARCH 2022**

|  | 2021/22          | 2020/21         |                                 | 2021/22       | 2020/21   |
|--|------------------|-----------------|---------------------------------|---------------|-----------|
|  | £                | £               |                                 | £             | £         |
| <b>Income</b>                                    |                  |                 | <b>Assets</b>                   |               |           |
| Grants relating to Covid-19                      |                  | 3,734.00        | Lloyds current account          | 25,513.84     | 18,210.12 |
| Hall & Forge Lettings                            | 13,686.50        | 1,689.00        | Prepayments                     | 1,642.17      | 1,495.58  |
| Baillamo   | 3,944.00         | -               | Debtors                         | 412.00        | -         |
| Busy Lizzy                                       | 2,672.00         | 320.00          | Total Assets                    | 25,568.01     | 19,705.70 |
| Surrey Dance Adverts                             | 1,320.00         | 384.00          | Less Liabilities                | 133.00        | -         |
| Theatre Box                                      | 768.00           | 847.00          | Net Assets                      | 25,435.01     | 19,705.70 |
| Tiny Talk  | 847.00           | 200.00          |                                 |               |           |
| Naim Yang  | 992.00           | -               | <b>Represented by:</b>          |               |           |
| The Foundry                                      | 864.00           | -               | Valuation as at 01 April 2021   | 19,705.70     | 20,982.96 |
| Zumba - Joanna I                                 | 464.00           | -               | Excess of Outgoings over Income | 5,729.31      | 1,227.26  |
| Zumba - Sam Raiza                                | 495.00           | -               |                                 |               |           |
| Amblion Dench                                    | 302.50           | 795.00          | Valuation as at 31 March 2022   | 25,435.01     | 19,705.70 |
| Parsons Exercise                                 | 336.00           | -               |                                 |               |           |
| Individual Hall Hires                            | 681.00           | -               | <b>Notes</b>                    |               |           |
| Fundraising                                      | 539.00           | 99.00           | 1. Prepayments                  | 496.71        | 496.71    |
| J C Davidge                                      | 39.00            | 39.00           | Rent                            | 1,064.88      | 988.87    |
| Lloyds Bank Foundation                           | 500.00           | -               | Insurance                       | 80.57         | -         |
| Other  | 1,022.75         | -               | Music License                   | 1,642.17      | 1,495.58  |
| EDF Rebate                                       | 364.05           | -               |                                 |               |           |
| Payment for Group Account                        | 58.00            | -               | 2. Debtors                      | 412.00        | -         |
| Transfers  | 600.70           | -               | Naim Yang                       | 412.00        | -         |
|  | <b>15,248.25</b> | <b>5,472.00</b> |                                 | <b>412.00</b> | <b>-</b>  |
| <b>Expenditure</b>                               |                  |                 |                                 | <b>412.00</b> | <b>-</b>  |
| Rent   | 1,400.00         | 1,394.25        | 3. Liabilities                  | 75.00         | -         |
| Insurance  | 1,019.69         | 878.47          | Advance Hall Bookings           | 58.00         | -         |
| Cleaning Expenses                                | 2,772.00         | 1,641.00        | Gas                             | 133.00        | -         |
| Electricity                                      | 1,161.00         | 1,012.99        | Electricity                     | -             | -         |
| Gas  | 524.00           | 289.20          | Hall Cleaning                   | -             | -         |
| Water  | 310.32           | 296.95          | Due to Group Account            | -             | -         |
| 1. Building & Refurbishment                      | 343.51           | 1,211.64        |                                 |               |           |
| Music Licenses (2020/21 and 2021/22)             | 863.99           | -               |                                 |               |           |
| Fundraising Account: (Lloyds Bank)               | 500.00           | -               |                                 |               |           |
| 2. Forge Costs                                   | 540.00           | -               |                                 |               |           |
| Transfers (held to wrong account)                | 76.00            | -               |                                 |               |           |
| Covid Booking Refund                             | 8.50             | -               |                                 |               |           |
|  | <b>9,518.94</b>  | <b>6,699.28</b> |                                 |               |           |
| <b>Excess of Expenditure over Income</b>         | <b>5,729.31</b>  | <b>1,227.26</b> |                                 |               |           |
|  |                  |                 | <b>Notes</b>                    |               |           |
|  |                  |                 | 2021/22                         | 2020/21       |           |
|  |                  |                 | £                               | £             |           |
| <b>1. Building &amp; Refurbishment Breakdown</b> |                  |                 |                                 |               |           |
| Covid expenses                                   | 7.00             | 545.38          |                                 |               |           |
| Annual Gas Service                               | -                | 588.00          |                                 |               |           |
| General Repairs & Maintenance                    | 76.01            | 4.99            |                                 |               |           |
| Plumbing   | -                | 78.04           |                                 |               |           |
| Keycutting & Key Safe                            | 150.30           | -               |                                 |               |           |
|  | 233.31           | 1,216.41        |                                 |               |           |
| <b>2. Forge Costs</b>                            |                  |                 |                                 |               |           |
| Price Myers                                      | 540.00           | -               |                                 |               |           |
|  | 540.00           | -               |                                 |               |           |

**Summary of Fundraising Account**

**Balance per bank statement at 31 March 2021**

81,627.92

**Total Fundraising Account funds as at 31 March 2020**

63,211.12

**1 April 2021 - 31 March 2022**

|                |                            |           |
|----------------|----------------------------|-----------|
| <b>Income</b>  | Corporate donations        | 2,079.60  |
|                | Donations from individuals | 1,000.00  |
|                | Arnold Clark               | 260.00    |
|                | Tent Hire                  | 89.00     |
|                | Judith Sewing              | 87.79     |
|                | Amazon Smile               | 10,667.00 |
|                | Grants                     | 3,205.40  |
|                | Gift Aid reclaim           | 1,561.00  |
|                | Levies                     | 7.01      |
|                | Interest                   |           |
| <b>Expense</b> | Forge costs                | -540.00   |

**Total Fundraising Account funds as at 31 March 2022**

81,627.92

**Balance per bank statement 31 March 2022**

**81,627.92**

**3rd Epsom (St. Martin's) Scout Group**

England & Wales - Charity number 305715

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# Accounts

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## Introduction

There are 4 sets of accounts detailed in the handout:-

- The HQ accounts which cover the running of the Hall and the Forge;
- The Forge Fundraising accounts;
- The Group Scout accounts which cover the individual sections: Beavers, Cubs, Scouts/Explorers and Group.
- A consolidation of the above excluding transfers between accounts to present a single combined Income and single combined Expenditure number - these two numbers are reported as part of our Annual Return submission to the Charities Commission.

All the accounts cover the 12 month period from 1<sup>st</sup> April 2020 to 31<sup>st</sup> March 2021 and have been independently examined and signed off by Helen Jesson, a qualified accountant.

## Scout Group Accounts

The accounts are broken down for each section; Group, Scouts, Cubs and Beavers and summarised under the Total column. The 2020 Total values are shown for comparison.

**Overall income for 2020/21 amounted to £40,056 compared to £29,351 in 2019/20.**

The Income generated from Subscriptions (2020/21: £11,319) shows a drop compared to the prior year (2019/20: £12,612) – although there was not much change year on year in the numbers across the different sections there were periods of 2020/21 when scouting activities were significantly curtailed due to Covid-19 (C19) and therefore non-payment of subs were not as actively chased as in prior years.

There was also a drop in donations (the prior year had included the Auction of Promises and Wine Tasting at the AGM) plus general donations were lower.

Despite the drop in subs and donations the overall Group income increased year on year due to the receipt of just over £20k in C19 related grants from Epsom & Ewell Borough Council – this was transferred in full to the Hall/HQ account. We may receive a small amount of additional C19 grant funding in 2021/22 but it is highly unlikely this will be at the same level and therefore the amount received in 2020/21 should be seen as a one-off.

The other main source of income is from Gift Aid – under this scheme the Group is able to claim back from the Inland Revenue 25% of all Gift-aided Income from Subscriptions, Joining Fees and most of the donations.

**Overall expenditure for 2020/21 amounted to £41,870 compared to £25,343 in 2019/20.**

The largest single item of 'expenditure' in 2020/21 is (as noted above) the transfer of the C19 grant money to the Hall/HQ account. The next largest item of expenditure is the Annual Capitation Fee – this is an annual charge paid to the UK Scouts organisation. The amount paid (calculation based on head count) in 2020/21 of £5,481 was similar to the prior year.

The other large item of 'expenditure' relates to the transfer of donations and Gift Aid to the Forge Fundraising account. The amount of Gift Aid transferred in 2020/21 was greater than the Gift Aid

received in the year and this was due to the fact that an amount of Gift Aid received from a few years ago had not previously been transferred.

Other large items of expenditure are:

- (1) the HQ Levy – money transferred from the Group to the HQ account;
- (2) Equipment – purchase of a new Jamboree style tent; and
- (3) the net spend on Activities/Uniform and Badges although the amount spent on the former was lower than the prior year due to the reduced level of activity.

**For the reasons above the Group shows an overall Deficit of £1,814 in 2020/21 compared to a Surplus of £4,008 in 2019/20.**

**This means the Valuation of the Group as a whole has decreased from £22,885 as at 31 March 2020 to £21,071 as at the end of 31 March 2021 with an overall bank balance at the latter date of £21,448.**

### **Hall Accounts**

In usual years income is achieved by letting the Hall and Forge space out to one-off and regular hirers. Due to the pandemic this income has been hit hard, and is down by £19,760 (92%) on the prior year. To partly make it up, some of the Covid 19 grants (£3,734) received by the Group have been allocated to the Hall. The level of this allocation was to ensure that the HQ bank account had the same funds in it at the end of 2020/21 as it did at the end of 2019/20 - **£18,210**.

Although rent, insurance, gas servicing and water expenses have remained consistent with the prior year, the fact that the Hall and Forge were closed for meetings and hirings for a large part of 2020/21 meant that other running costs were reduced. There was little refurbishment work during the year, just a repair to the toilet in the Forge. Otherwise new expenses for 2020/21 were restricted to measures taken to make the premises Covid safe.

### **Forge Fundraising Accounts**

At 31 March 2021 our Forge Fundraising Account held **£63,211** (2019/20: £32,710).

£16,507 of this income was due to the Covid related grants passed across from the Group account via the Hall account. In addition, we received corporate donations of £2,947.

Our fundraising activities were severely curtailed but raised £761, and the Gift Aid reclaim amounted to £7,196.

£3,206 was also passed across from the Group account as the HQ levy, being part of the subs paid.



Section A

Independent Examiner's Report

Report to the trustees/  
members of

Charity Name  
3<sup>rd</sup> Epsom (St Martin's) Scout Group and 1<sup>st</sup> Epsom (St Martin's) Brownies

On accounts for the year  
ended

31 March 2021

Charity no  
(if any)

305715

Set out on pages

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **31/03/2021**.

Responsibilities and  
basis of report

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent  
examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below \*) which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

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

\* Please delete the words in the brackets if they do not apply.

Signed:

*Helen Jesson*

Date:

6/7/21

Name:

HELEN JESSON

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

ICAEW FCA

Address:

LINDEN LODGE, KT21 1DS



**3RD EPSOM (ST MARTINS) SCOUT GROUP**

|                      | 31 March 2021     | 31 March 2020     |
|----------------------|-------------------|-------------------|
| <b>INCOME</b>        |                   |                   |
| <i>Per Accounts</i>  |                   |                   |
| Group                | 40,056.00         | 29,351.00         |
| less HQ Levy         | (1,638.00)        | (1,652.00)        |
| HQ                   | 5,472.00          | 21,498.00         |
| Fundraising          | 30,627.00         | 33,169.00         |
| less Group donations | (11,549.00)       | (13,480.00)       |
| <b>TOTAL</b>         | <b>62,968.00</b>  | <b>68,886.00</b>  |
|                      | Per CC submission | Per CC submission |

|                      | 31 March 2021     | 31 March 2020     |
|----------------------|-------------------|-------------------|
| <b>EXPENDITURE</b>   |                   |                   |
| <i>Per Accounts</i>  |                   |                   |
| Group                | 41,870.00         | 25,343.00         |
| less HQ Levy         | (1,638.00)        | (1,652.00)        |
| less Group donations | (11,549.00)       | (13,480.00)       |
| HQ                   | 6,699.00          | 11,547.00         |
| Fundraising          | 126.00            | 540.00            |
| <b>TOTAL</b>         | <b>35,508.00</b>  | <b>22,298.00</b>  |
|                      | Per CC submission | Per CC submission |

3rd Epsom (St Martins) Scout Group  
Income and Expenditure Account for 12 Months Ending 31 March 2021

|   | GROUP              | SCOUT            | CUBS             | BEAVERS        | 2021<br>TOTAL      | 2020<br>TOTAL     |
|---|--------------------|------------------|------------------|----------------|--------------------|-------------------|
| <b>INCOME</b>   |                    |                  |                  |                |                    |                   |
| Subscriptions   | £0.00              | £6,364.00        | £2,939.00        | £2,016.00      | £11,319.00         | £12,612.00        |
| Joining Fees  | £500.00            |                  |                  |                | £500.00            | £275.00           |
| Group Levy  | £5,481.00          | £(3,081.64)      | £(1,423.15)      | £(976.21)      | £0.00              | £0.00             |
| HQ Levy   | £1,638.00          | £(920.95)        | £(425.31)        | £(291.74)      | £0.00              | £0.00             |
| Summer Camp (2019) Surplus                            |                    |                  |                  |                | £0.00              | £2,184.62         |
| Activities  | £95.00             |                  |                  |                | £95.00             | £0.00             |
| <b>DONATIONS</b>                                      |                    |                  |                  |                |                    |                   |
| General   | £2,821.44          |                  |                  |                | £2,821.44          | £5,642.72         |
| Auction of Promises (net of exp)                      |                    |                  |                  |                | £0.00              | £4,123.95         |
| AGM Wine Tasting (net of exp)                         |                    |                  |                  |                | £0.00              | £273.13           |
| HMRC Giftaid  | £4,607.48          |                  |                  |                | £4,607.48          | £4,174.29         |
| <b>SUNDRY</b>   |                    |                  |                  |                |                    |                   |
| E&E Boro Council C19 Grants                           | £20,241.00         |                  |                  |                | £20,241.00         | £0.00             |
| Other   | £472.09            |                  |                  |                | £472.09            | £65.00            |
| <b>Total Income</b>                                   | <b>£35,856.01</b>  | <b>£2,361.41</b> | <b>£1,090.54</b> | <b>£748.05</b> | <b>£40,056.01</b>  | <b>£29,350.71</b> |
| <b>EXPENDITURE</b>                                    |                    |                  |                  |                |                    |                   |
| Capitation Fees                                       | £5,481.00          |                  |                  |                | £5,481.00          | £5,292.25         |
| HQ Levy   | £1,638.00          |                  |                  |                | £1,638.00          | £1,652.00         |
| Equipment   | £1,163.37          | £15.95           |                  |                | £1,179.32          | £2,033.96         |
| Jamboree  |                    |                  |                  |                | £0.00              | £406.52           |
| Summer Camp (2020)                                    |                    |                  |                  |                | £0.00              | £0.00             |
| Activities  |                    | £195.53          | £207.07          | £114.19        | £516.79            | £1,347.60         |
| Uniform/Badges  | £281.30            | £163.85          | £200.92          | £60.99         | £707.06            | £694.36           |
| Training  |                    |                  |                  |                | £0.00              | £24.00            |
| <b>DONATIONS</b>                                      |                    |                  |                  |                |                    |                   |
| General   | £4,352.44          |                  |                  |                | £4,352.44          | £9,305.85         |
| HMRC Giftaid  | £7,196.30          |                  |                  |                | £7,196.30          | £4,174.29         |
| <b>SUNDRY</b>   |                    |                  |                  |                |                    |                   |
| E&E Boro C'cil C19 Grants (transferred to HallHQ a/c) | £20,241.00         |                  |                  |                | £20,241.00         |                   |
| Other (OSM, Website, Insurance, Gratuities)           | £518.29            |                  | £20.00           | £19.78         | £558.07            | £412.16           |
| <b>Total Expenditure</b>                              | <b>£40,871.70</b>  | <b>£375.33</b>   | <b>£427.99</b>   | <b>£194.96</b> | <b>£41,869.98</b>  | <b>£25,342.99</b> |
| <b>Surplus (Deficit) of Income Over Expenditure</b>   | <b>£(5,015.69)</b> | <b>£1,986.08</b> | <b>£662.55</b>   | <b>£553.09</b> | <b>£(1,813.97)</b> | <b>£4,007.72</b>  |

3rd Epsom (St Martins) Scout Group  
Balance Sheet as at 31 March 2021

|   |         | MARCH 2021<br>TOTAL | MARCH 2020<br>TOTAL |
|---|---------|---------------------|---------------------|
| <b>ASSETS</b>                             |         |                     |                     |
| Current Account                           | GROUP   | 13,834.58           | £16,907.27          |
|   | SCOUTS  | 3,692.69            | £3,223.02           |
|   | CUBS    | 2,536.63            | £2,654.62           |
|   | BEAVERS | 1,383.78            | £1,402.74           |
|   |         | £21,447.68          | £24,187.65          |
| <b>PLUS</b>                               |         |                     |                     |
| Prepaid Camp Expenses                     |         | £378.00             | £378.00             |
| Prepaid Activities                        |         | £70.00              | £270.00             |
| <b>LESS</b>                               |         |                     |                     |
| Advance Subs                              |         | £0.00               | -£106.00            |
| Advance Activity Receipts                 |         | -£825.00            | -£1,845.00          |
| Advance Camp Receipts                     |         | £0.00               | £0.00               |
| <b>Total Assets</b>                       |         | <b>£21,070.68</b>   | <b>£22,884.65</b>   |
| <b>REPRESENTED BY</b>                     |         |                     |                     |
| Surplus Brought Forward                   |         | £22,884.65          | £18,876.93          |
| Surplus for 12 months ended 31 March 2021 |         | -£1,813.97          | £4,007.72           |
| <b>TOTAL</b>                              |         | <b>£21,070.68</b>   | <b>£22,884.65</b>   |

## Summary of Fundraising Account

|  |                         |
|--|-------------------------|
| <b>Balance per bank statement at 31 March 2020</b>         | <u>32,628.95</u>        |
| Due from Group account for Asda bag packing at 30.03.2020  | 80.77                   |
| <b>Total Fundraising Account funds as at 31 March 2020</b> | <u><b>32,709.72</b></u> |

### 1 April 2020 - 31 March 2021

|                |  |                         |
|----------------|--|-------------------------|
| <b>Income</b>  | Corporate donations  | 2,947.44                |
|                | Donations from individuals                                 | 760.60                  |
|                | Covid related grants                                       | 16,507.00               |
|                | Gift Aid reclaim   | 7,196.30                |
|                | Levies   | 3,206.00                |
|                | Interest   | 10.06                   |
| <b>Expense</b> | Sand to backfill holes dug re. building foundations        | -126.00                 |
|                | <b>Total Fundraising Account funds as at 31 March 2021</b> | <u><b>63,211.12</b></u> |
|                | <b>Balance per bank statement 31 March 2021</b>            | <b>63,211.12</b>        |

