

# Trustee's Annual Report

**For the period 1<sup>st</sup> April 2024 to 31<sup>st</sup> March 2025**

Registered with the Charity Commission for England and Wales, number 305766.

## Trustees for the period

Name	Role	Dates Acted (If not entire period)
Charlie Seaman	Chair	
Ruth Moshi	Treasurer	
Louise Croney	Trustee	
Robert Groves	Group Lead Volunteer	
Sacha Dines	Trustee	
Alastair Hitchman	Trustee	18/10/2024 - 28/05/25

## Structure, Governance and Management

The Group's governing documents are those of The Scout Association. They consist of a Royal Charter, which in turn gives authority to the Bye Laws of the Association and The Policy, Organisation and Rules of The Scout Association. The Group is a trust established under its rules which are common to all Scouts. At the previous AGM we confirmed our use of the constitution as laid out in the Policy, Organisation and Rules of The Scout Association, section 5.4.

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

The Group is managed by the Group Trustee Board, the members of which are the 'Charity Trustees' of the Scout Group which is an educational charity. As charity trustees they are responsible for complying with legislation applicable to charities. This includes the registration, keeping proper accounts and making returns to the Charity Commission as appropriate.

The Trustee Board consists of the Chair, Treasurer, Group Lead Volunteer and 2 Trustees, meeting 4-6 times per year.

This Group Trustee Board exists to make sure the charity is well-managed, risks are assessed and mitigated, buildings and equipment are in good working order, and everyone follows legal requirements and the organisation's policies and rules. Their support helps other volunteers run high-quality and safe programmes that gives young people skills for life.

## Objectives

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### Purpose of Scouting

Scouting exists to actively engage and support young people in their personal development, empowering them to make a positive contribution to society.

### Values of Scouting

As Scouts we are guided by these values:

Integrity - We act with integrity; we are honest, trustworthy and loyal

Respect - We have self-respect and respect for others

Care - We support others and take care of the world in which we live

Belief - We explore our faiths, beliefs and attitudes

Co-operation - We make a positive difference; we co-operate with others and make friends

### The Scout Method

Scouting takes place when young people, in partnership with adults, work together based on the values of Scouting and:

- Enjoy what they are doing and have fun
- Take part in activities indoors and outdoors
- Learn by doing
- Share in spiritual reflection
- Take responsibility and make choices
- Undertake new and challenging activities
- Make and live by their promise

### Group Objectives

During the period our Group set the following objectives to achieve:

- Growth; enable more young people and adult volunteering to benefit from scouting and the skills it gives them
- Governance; improve our group governance processes to ensure that the Charity can meet its objectives, and our section teams can focus on supporting young people
- Top Awards; Support more young people to achieve their Top Awards across all our sections to learn new skills and build confidence

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## Activities and Achievements

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During our 24/25 year we had some great areas of growth with all our sections increasing in size. All our sections have been delivering some fantastic activities and camps. Just to note a few; our Beavers, Cubs and Scouts helped build a fantastic float for the Horley Carnival where we got 1<sup>st</sup> prize, our Explorers went to an international Jamboree with thousands of other Scouts & Explorers in Norfolk for their Summer Camp and we've had young people across all our section earn Chief Scout Awards.

We have also had some challenges, a lot of repairs and maintenance is required to keep our hut going and currently we don't have much volunteer support to organise these things which is putting some additional strain on our Trustee Board. We've also seen our Scout Leader for the past 12+ years Darrell Hobbs stand down from this role at the end of the Summer. A huge amount of thanks for all the support, incredible leadership and activities he has delivered to hundreds of young people over the years and whilst we aren't losing Darrell completely we wish him all the best with the well earned extra time he now has.

Through these activities, the Trustees are confident that the Group meets the Charity Commission's public benefit criteria under both the advancement of education and the advancement of citizenship or community development headings.

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## Financial Review

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### Reserves Policy

The Group's policy on reserves is to hold sufficient resources to continue the charitable activities of the group should income and fundraising activities fall short. The Group Trustee Board considers that the group should hold a sum equivalent to 24 months running costs, circa £26K.

The Group held reserves of £40,334 against this at year end. This is more than the level required for 24 months operating expenses.

### Investment Policy

The Group's Income and Expenditure is very small and therefore is not sufficient to invest in longer-term investments such as stocks and shares. The Group has therefore adopted a low-risk strategy to the investment of its funds. All funds are held in cash using only mainstream banks or building societies. The Group Trustee Board regularly monitors the levels of bank balances, and the interest rates received, to ensure the group obtains maximum value and income from its banking arrangements. Occasionally this may involve using an account that requires a period of notice before funds may be withdrawn, before doing so the Group Trustee Board considers the cash flow requirements.

## Income and Expenditure

During this period, we brought in a total of £34,334, mostly from our renting of our Scout Hut to a local playgroup, our membership fees and payments received for camps. The remaining income came from some fundraising initiatives such as our Christmas Scout Post and Air Rifle Club. We are able to claim gift aid, we will send out the info to ask for consent to claim, please do respond.

The move to online payments has greatly improved our payment schedule and reduced the time spent by our volunteers following up on payments and managing spreadsheets! However, this does come with some cost, and a percentage of all our subs fees and event payments are used to cover this meaning a slight reduction in our overall income for these.

With the ongoing increase of costs to maintain our building, run our activities for young people during the terms and the national increase the membership fee we pay to Scouts HQ increasing by £1 each year for the next couple years we did have to make the hard decision to increase our subs fees. These moved from £10 per month per child to £12 per month per child, we appreciate the additional cost this will have on some of our members and have financial support available. However, without this increase we would struggle to maintain the level of activities we provide for young people without considerably reducing our reserves which are used for large equipment expenditures and maintaining our hut.

Our total expenditure for this period was £40,978, this is £6,644 more than income received as we invested £9,531 in group equipment; some new gazebos for our Group, some new cooking equipment and tents for camps. We used the gift aid for past few years that came in last year towards the group equipment investment, the main expenses are camp costs, running costs and district subs.

Full details of our financial spending is available in our Annual Statement of Accounts.

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## Future Planning

Looking forwards we're planning to drive more adult recruitment, both in our Sections;

- To reduce our waiting list and get more young people into Scouting
- To support our Sections, specifically Beavers, in recruiting for new members of the team


And behind the scenes;

- New Trustees to support our governance processes
- Volunteers to help with tasks like new fundraising initiatives, helping with building maintenance, supporting with administration and more

Volunteers are essential to ensure that we can continue to provide skills for life for young people and all the great activities and camps we have, with a fantastic team of volunteers taking on tasks behind the scenes so that our governance and day-to-day running isn't also on the shoulders of

1st & 2nd Horley Scout Group  
Gatwick Metro Works  
Balcombe Road  
Horley RH6 9GA

1st2ndhorley@gmail.com  
www.12hs.org.uk

 @12hscouts

our Section Teams.

We're looking forward to another exciting year!

The Trustees declare that they have approved the trustee's report above.

Signed on behalf of the trustees of the 1<sup>st</sup> and 2nd Horley Scout group:

Name:

Role:

Robert Groves

Group Lead Volunteer

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Charlie Seaman

Group Chair

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Date: 12/09/25

# 1st & 2nd Horley Scout Group (Charity no 305766)

## Receipts and payments account

For the year from	01/04/2024	to	31/03/2025
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### Receipts and payments

	2024/25	2023/24
	Unrestricted funds	Unrestricted funds
	£	£
<b>Receipts</b>		
<b>Donations, legacies and similar income</b>		
Membership subscriptions	8,092	6,567
Donations	67	150
Legacies		
Gift Aid		6,167
Other similar income		
<b>Sub total</b>	<b>8,159</b>	<b>12,884</b>
<b>Grants</b>		
Maintenence grant		
Other grants		
<b>Sub total</b>	<b>-</b>	<b>-</b>
<b>Fundraising events (gross)</b>		
Christmas Post 2024	248	
Christmas Post 2023		237
Detail 3		
Other fundraising activities		
<b>Sub total</b>	<b>248</b>	<b>237</b>
<b>Camp and Activities Contributions (gross)</b>		
Camp Contributions	13,359	8,045
Activities Contributions	18	545
Uniform Contributions		
<b>Sub total</b>	<b>13,377</b>	<b>8,590</b>
<b>Scout hut income</b>		
Hire of building	12,106	13,728
Hire of equipment		
Other Scout hut income		
<b>Sub total</b>	<b>12,106</b>	<b>13,728</b>
<b>Investment income</b>		
Bank interest	445	356
Building Society interest		
The Scout Association Short Term Investment Service		
Other investment income		
<b>Sub total</b>	<b>445</b>	<b>356</b>
<b>Total Gross Income</b>	<b>34,334</b>	<b>35,794</b>
<b>Asset and investment sales, etc.</b>		
<b>Total receipts</b>	<b>34,334</b>	<b>35,794</b>

# 1st & 2nd Horley Scout Group (Charity no 305766)

## Receipts and payments account

For the year from	01/04/2024	to	31/03/2025
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### Receipts and payments

	2024/25	2023/24
	Unrestricted funds	Unrestricted funds
	£	£
<b>Payments</b>		
<b>Charitable Payments</b>		
Membership subscriptions paid on (National/County/Area/District)	4,240	3,216
Youth programme and activities	1,655	3,570
Adult support and training	150	535
Rent		
Water and Sewerage		
Electricity and Gas	5,331	4,031
Phone/Broadband	258	
Waste collection	498	465
Insurance	2,672	2,861
Repairs and Renewals	3,701	3,164
Materials and equipment	9,531	2,025
Printing and photocopying		
Contribution to camp costs		
Uniforms	28	86
AGM and trustee expenses		
Camp expenses	12,671	7,148
Software Subscriptions	217	224
Council Tax	27	26
<b>Sub total</b>	<b>40,978</b>	<b>27,352</b>
<b>Fundraising expenses</b>		
Detail 1		
Detail 2		
Detail 3		
Other fundraising costs		
<b>Sub total</b>	<b>-</b>	<b>-</b>
<b>Total Gross Expenditure</b>	<b>40,978</b>	<b>27,352</b>
<b>Asset and investment purchases, etc.</b>		
<b>Total payments</b>	<b>40,978</b>	<b>27,352</b>
<b>Net of receipts/(payments)</b>	<b>- 6,644</b>	<b>8,443</b>
<b>Cash funds last year end</b>	<b>48,824</b>	<b>40,382</b>
<b>Cash funds this year end</b>	<b>42,180</b>	<b>48,824</b>

# 1st & 2nd Horley Scout Group (Charity no.305766)

## Receipts and payments account

For the year from	01/04/2024	to	31/03/2025
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### Statement of assets and liabilities at the end of the year

	2024/25	2023/24
	Unrestricted funds	Unrestricted funds
	£	£
<b>Cash funds</b>		
Bank Treasurer account	40,334	39,889
Bank BB Instant account	1,847	8,936
Building society account		
The Scout Association Short Term Investment Service		
Cash/Floats		
<b>Total cash funds</b>	<b>42,180</b>	<b>48,824</b>
<b>Other monetary assets</b>		
Tax claim	-	-
Debts due from the County/Area/District/Group	-	-
Insurance claim	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>
<b>Investment assets</b>		
Investment property - detail	-	-
Quoted investments	-	-
Other investments - detail	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>
<b>Non monetary assets for charity's own use</b>		
Badge stock	-	-
Shop stock	-	-
Other stock	-	-
Land and buildings	105,857.00	105,857.00
Motor vehicles	-	-
Scouting equipment, furniture etc	19,317.00	19,317.00
Other	-	-
<b>Sub total</b>	<b>125,174</b>	<b>125,174</b>
<b>Liabilities</b>		
Accounts not yet paid	-	-
Expenses incurred but not invoiced	-	-
Subscriptions not yet paid	-	-
Loan - detail	-	-
Other liabilities	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>
<b>Total net assets</b>	<b>167,354</b>	<b>173,998</b>

The above receipts and payments account and statement of assets and liabilities were approved by the

Signature	Print Name
R.Moshi	Ruth Moshi Treasurer
R.Groves	Robert Groves Group Lead Volunteer



# 1st & 2nd Horley Scout Group (Charity no 305766)

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# 1st & 2nd Horley Scout Group (Charity no.305766)

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Signature	Print Name
R.Moshi	Ruth Moshi Treasurer
R.Groves	Robert Groves Group Lead Volunteer



Section A

Independent Examiner's Report

Report to the trustees/  
members of

Charity Name  
1st & 2nd Horley Scout Group

On accounts for the year  
ended

31/03/2025

Charity no  
(if any)

305766

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 of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

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

Independent  
examiner's statement

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

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

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

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

Signed:

Date:

14/08/2025

Name:

Kevin Smith

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

Address:

3 Deepfields

Horley

RH6 8JT

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

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