

1ST NORMANDY SCOUT GROUP

England & Wales · Charity number 305778

Details

Status Registered

Legal form Other

Registered 1961-09-01

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

Contact

Address 31 Ash Hill Road
Ash
Aldershot
GU12 6AD

Phone 07500059446

Email chairman@1stnormandy.org.uk

Website www.1stnormandy.org.uk

Activities

Objects: PURPOSES OF THE 1ST NORMANDY SCOUT GROUP

Activities: The 1st Normandy Scout Group provides scouting challenges, opportunities and activities for boys and girls in Normandy. The Group comprises two Beaver Colonies for 6-8 year olds, a Cub Pack for 8-10.5 year olds, a Scout Troop for 10.5-14.5 year olds and an Explorer Unit for older young people.

Classification

- **How:** Provides Human Resources, Provides Buildings/facilities/open Space
- **What:** Education/training, Amateur Sport
- **Who:** Children/young People

Geography

- **Area of benefit:** NORMANDY
- Surrey

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£39,306	£17,729	-	-
2024-03-31	£32,824	£58,557	-	-
2023-03-31	£30,366	£20,698	-	-
2022-03-31	£30,336	£20,698	-	-
2021-03-31	£30,531	£17,954	-	-

Trustees

Name	Role	Appointed
ALEXIS LOUIS JOHN SHIRTLIFF		
Benjamin Robert Holland		2023-06-15
CAROL ANNE SHIRTLIFF		2023-06-15
DAVID LOWTHER		
JEREMY EDWARD SCOTT PHOENIX		2012-02-15
Jonathan Arnold GASSON		
Peter Robert Hurst Mr		2012-02-15
ROBERT PETER HATFIELD		2013-01-29
Ruth Charlotte Slaney		2024-09-03

1ST NORMANDY SCOUT GROUP

England & Wales - Charity number 305778

Accounts

1st NORMANDY SCOUT GROUP

Charity Number 305778

Annual Report 2024/25

1st NORMANDY SCOUT GROUP

Annual General Meeting

Thursday 11th December 2025 @ 18:30
The Scout HQ – Guildford Road, Normandy

AGENDA

- 1. Introduction and welcome**
- 2. Apologies for absence**
- 3. Governance topics**
 - a. Approve the minutes of the Annual General Meeting held on 3rd Sept 2024
 - b. Adopt the model constitution from Policy, Organisation and Rules (POR)
 - c. Note the Group's financial year
 - d. Approve appointed and community members of the Group Scout Council
 - e. Agreeing the maximum total number of members of the Group Trustee Board
 - f. Agree the quorum for future meetings of the Group Scout Council (excluding this AGM)
- 4. Review of the previous year**
 - a. The Group Scout Leader's review of last 12 Months
 - b. Receive and consider the Annual Report of the Group Trustee Board, including the annual Statement of the Accounts
- 5. Making appointments**
 - a. Appoint the Group Chair
 - b. Appoint the Group Treasurer
 - c. Appoint members of the Group Trustee Board
 - d. Appoint the Independent Examiner
- 6. Chairman's Address**
- 7. District Commissioner (Quentin Vaughan)**
- 8. Closing remarks**

1st NORMANDY SCOUT GROUP

Annual General Meeting

Outline / Script for the [2025] AGM

1. Introduction and welcome

Chair welcomes and thanks all the members of the Group Scout Council for attending. In excess of 15 attended including but not limited to Adam Crocker, Alan Rice, Alexis Shirtliff, Carol Shirtliff, David Lowther, Gavin Dunst and Siobhan Dunst, Ian Crocker, Jason Gaskell, Jez Phoenix, Jonathan Gasson, Morgan McCrow, Peter Hurst, Quentin Vaughan, and William Dr

2. Apologies for absence

Chair: We've received apologies from the following persons for their absence today, and their names will be included in the minutes of this meeting.

Ben Holland	Jo Hurst
Alan McCrow	

3. Governance topics

We'll use this part of the meeting to make sure the charity's foundations are in good order

First a number of votes

3a. Approve the minutes of the Annual General Meeting held on 3rd Sept 2024

The Group Trustee Board were emailed the the minutes of the previous AGM before submission to the Charity Commission. I put forward these minutes are taken as read and ask the Group Scout Council to agree they're a true record of that meeting.

Seconder please...[Jez Phoenix](#) / Please show your hands to approve.

3b. Adopt the model constitution from Policy, Organisation and Rules (POR)

In line with the recommendation from Scout Headquarters, the Group Trustee Board proposes we adopt the model constitution from Chapter 5, section 4 of Policy, Organisation and Rules.

[The current version of POR is the May 2025 Update. We look to follow all amendments as soon as practically possible when they are published.](#)

A copy of this was available for review and inspection prior to this meeting, and copies are also available at this meeting.

Seconder please ... [Peter Hurst](#)..... / Please show your hands to approve.

3c. Note the Group's financial year

Can the Group Scout Council members please note our charity's financial year is [\[1 April to 31 March\]](#).

3d. Approve appointed and community members of the Group Scout Council

Chair notes the Group Scout Council can consist of **ex officio** members

- All adult members of the Group
- All Leaders
- All Patrol Leaders in the Troop
- All Parents of Beavers, Cubs and Scouts
- All Explorers as stated in the partnership agreement
- All Explorer parents
- The District Commissioner
- The District Chair

Together with community members. **Chair** advises that [Robert Hatfield and Carol Shirliff are nominated as Group Scout Council members.

These are to be admitted as members of the Group Scout Council as well as the ex officio list in POR Rule 5b.3.2.4.

Please show your hands to approve. APPROVED

Please note: These nominations are to the Group Scout Council (the people attending this AGM). They aren't members of the Group Trustee Board. Please also note, these nominations can be by name or role.

3e. Agreeing the maximum total number of members of the Group Trustee Board

Following good practice recommendations from the Charity Governance Code, POR states Trustee Boards should have a minimum of 5, and no more than 12, Trustees in total. This includes ex officio and co-opted Trustees.

In the new version of POR (which we have adopted as our constitution) there is only one ex officio member of the Trustee Board, the Group Lead Volunteer , Jonathan Gasson (Skip). The Trustee Board recommends we have a maximum of 12 members (this includes Skip). I propose the Group Scout Council approves that recommendation.

Seconder please Jez Phoenix..... / Please show your hands to approve.

3f. Agree the quorum for future meetings of the Group Scout Council (excluding this AGM)

The Group Scout Council must agree its quorum – the minimum number of Group Scout Council members that must be present at Group Scout Council meetings.

5c.1.8.4 The quorum for a meeting of a Group Trustee Board is one third of the Trustees (ex officio plus appointed plus co-opted) plus one [round down if necessary]. So, a Trustee Board with 10 members would have a quorum of four.

The outgoing Trustee Board recommends the quorum should be set at 6 people. Does the Group Scout Council approve that recommendation?

Seconder please Jez Phoenix / Please show your hands to approve.

4. Review of the previous year

We'll now use this part of the meeting to reflect on the activities of the past year.

4a. The Group Scout Leader review of last 12 months

Jez Phoenix gave a detailed presentation of the Beavers, the activities they'd taken part in, and the numbers of members. Peter Hurst gave a similar presentation for the Explorers, and then Jonathan Gasson provided an update for the Cubs and Scout group. The scout group has had another successful year. We have good membership numbers within all section currently we have around 85 young people regularly attending meetings every week across all sections Beavers Cubs, Scouts and Explorer Scouts, supported but a great team of leaders. We also have a waiting list for young people to join beavers

The Beaver colony continues to thrive lead by Jez and his team of leaders' parent helpers and explorer scouts/young leaders. The beavers have attended district events and county events such beavers Bazzaz an activity day for 2,500 Beavers and Rainbow Guides held at Merrist Wood. They have had a Roman Themed sleepover the HQ , have visited Farnborough Fire Station , Marwell Zoo , have been out hiking and have a reach for the stars virtual camp , as well as many other activities at their weekly meetings at the HQ all of which have been greatly enjoyed by all the Beavers. The colony is full, and we cannot provide for all on our waiting list,

The cub pack is also doing well lead by Alexis and Nicola supported by the cub parents. The pack have a had active programme of activities including hiking around the village as treasure hunt activity, woggle making, indoor highland games. visiting ST Clares Food Banks as part of exploring what community service opportunities and many other weekly activities as well as attending district activities such as the quiz and handicraft competition Blue six won the District Handicraft Competition and attending district camp at Bentley Copse .

The scout troop continues to do well although numbers are down due to various factors, meeting weekly lead by Ruth supported by Dave Cunningham with help from young leaders and parents in particular Clark Waring who is a regular member of the leadership team. The scouts attended the county Frost camp event and district camp, as well as running a weekly programme of activities and our annual camp to the Forest of Dean along with the explorer scouts. The scouts have been canoeing, night hiking, camping, cycling, hiking, cooking, survival camping and backwoods cooking as well as many other activities at troop meetings. Leadership wise Ruth and Dave have been running the troop at present with support from parents however as always more support is needed to continue to run an active programme. We have changed the meeting to Thursday evening due primarily to the leaders' other commitments on Friday evenings and weekends, due to changes in his working life Dave is no longer able to commit to attending weekly meetings. This has left Ruth as the only uniformed leader. Which is not a good position for the troop or the Group. I have supported at weekly meetings when able. This is not a good position, and we now desperately need extra Adult help to step up as leaders to support Ruth, the troop and the group. The troop will be unable to function indefinitely with only one leader.

The explorer scouts although technically a district section are very much part of Normandy scout group and it would be remiss of me not to mention the success of the unit and the great activities the explorer scouts and leaders organise throughout the year led by Peter and his leadership team but very much run by the young people. Highlighted by their summer camp each year. Forest of Dean Camp and many other activities led by the young people at their weekly meetings.

The activities as you have heard have been great and varied with all the young people and leaders having a good time. My thanks to all the leaders and parents who help with the running of all activities without you it would not happen.

.The HQ and grounds are used by Scouts and Guides throughout the year by groups from both in the Guildford area and further afield including, Whitton beavers and cubs, Aldershot and Farnborough cubs and beavers and Bisley Scouts, and guides and brownies from Rydes Hill and Worplesdon. We are hoping that more use in the future will provide a steady income stream.

My thanks to David and the trustee's board for their support throughout the year. I must thank again David who has been on the board so to speak for 20 years first as secretary and latterly as out Chair for 10 years. It has been a great privilege to work with for the benefit of the group. We have known each other many years and I value your friendship and that of your family. Your advice and support are greatly appreciated by me personally and the group.

However, it is time to step down and allow others to take up the role. On that point I am sorry to say that we have not as yet found a volunteer to take on the role of Chair of the group Trustee's board. The is an important role for the group had once again we need an individual to volunteer

It has been a very busy and successful year thanks to adult leader teams, and exec committee trustees board members

However, help is always needed, and we need new volunteers to take on role of group trustees. if anybody is interested in helping in any way please speak to me, or any one of the section leadership teams. We have great plans and aspiration for the group and the facilities here at Normandy however your support is needed to see the come to fruition.

My final thanks go to all the young people across all the section you are the future and what scouting is all about.

Skip

Chair thanks GLV for their review.

4b. Receive and consider the Annual Report of the Group Trustee Board including the annual Statement of Accounts

Chair notes the Group Trustee Board has approved the Annual Report and Statement of Accounts, and has received the report on the accounts from the [\[Independent Examiner Ashley Metzner\]](#).

Chair asks the Group Treasurer to give their explanation of the Statement of Accounts.

Treasurer explains the Statement of Accounts.

In Jo's absence Peter explained that the Group's accounts were healthy with:

Income 24/25: £39,306

Payments 24/25 £17,729

Assets 31/03/25 £74,017

Chair invites questions from the floor regarding the Trustee Annual Report, and the Annual Accounts.

Chair thanks the Treasurer [\[Jo Hurst\]](#)

Please note: No vote is required, the Group Scout Council only 'receives and considers' the report.

5. Making appointments

We'll use this part of the meeting to organise the set up of the charity until the **end of the next AGM**. We'll appoint a Trustee Board to oversee good governance for the charity over the next year.

Terms of office can be for 1, 2 or 3 years. We propose whilst we get fully to grips with the new POR we have terms of office of one year (to end after the next AGM).

5a. Appoint the Group Chair

I believe that at the last AGM we said that the term of office runs until after the next AGM, it was in the script. So, the handing of the meeting back and forth between Chair & GSL is not necessary.

Chair hands the chairmanship of this meeting over to the Group Lead Volunteer

Group Lead Volunteer explains the open selection process agreed by the Trustee Board. The recommendation to the Group Scout Council is that [] should be appointed as Group Chair. Please show your hands as approval.

Group Lead Volunteer the chairmanship of this meeting back to Group Chair.

Please note: If appointing a new Chair, you should agree **prior** to the AGM whether the outgoing Chair will continue to lead this meeting, or whether the new Chair should take over immediately during the meeting. It's strongly encouraged the new Group Chair takes over after the AGM's finished – perhaps from midnight following the AGM.

5b. Appoint the Group Treasurer

Chair explains the open selection process agreed by the Trustee Board. The recommendation to the Group Scout Council is that Lia Campbell should be appointed as Group Treasurer. Please show your hands as approval.

Approved by show of hands

5c. Appoint members of the Group Trustee Board, following recommendations from the open selection process initiated by the Group Trustee Board

Chair explains the open selection process agreed by the Trustee Board. The recommendation to the Group Scout Council is that [Edits names] should be appointed as members of the Group Trustee Board.

	Name	Role / Specialisation	Type
1	To be Identified	Chair	Appointed by Scout Council
2	Lia Campbell	Treasurer	Appointed by Scout Council
3	To be Identified	Secretary	Appointed by Scout Council
4	Jonathan Gasson (Skip)	GLV	Appointed by Scout Council
5	Jez Phoenix	Beaver Colony LV	Appointed by Scout Council
6	Alexis Shirtliff	Cub Pack LV	Appointed by Scout Council
7	Ruth Slaney	Scout Troop LV	Appointed by Scout Council
8	Peter Hurst	Explorer Scouts LV	Appointed by Scout Council
9	Robert Hatfield	Gift Aid	Appointed by Scout Council
10	Ben Holland	Energy	Appointed by Scout Council
11	Carol Shirtliff		Appointed by Scout Council
12	To be Identified		Appointed by Scout Council

Please show your hands as approval.

Please note:

- There can't be more names appointed than were approved at agenda item 3e. There can be fewer than agreed at 3e, but not more. Remember, agenda item 3e is the total number of agreed ex officio, appointed and co-opted members.
- It's very important to arrange the open selection process and its recommendations **before** the AGM. Recruitment needs to be open, organised and in advance, so it's a thoughtful process. It shouldn't be taking place last minute during the AGM.

Chair thanks the Trustees for their work during the year and, in particular, those members who are standing down

Thomas Schaefer

Approved

Please note: Co-opted members (if any) of the Group Trustee Board are appointed by the Group Trustee Board themselves at one of their meetings, and not at the AGM.

5e. Appoint the Independent Examiner

Treasurer proposes [Ashley Metzner]

Chair confirms that [Ashley Metzner] has been proposed, seconded and is qualified for the role, and asks for a show of hands to approve [Ashley Metzner] nomination.

Approved

Please note:

- Please find the requirements for whether to appoint a Scrutineer, Independent Examiner or Auditor on: [Accounting & Audit Requirements for Group Districts, Counties/Areas & Scottish Regions](#)
- Please find the template for a Scrutineer or an Independent Examiner to use to report back to the Trustee Board on: [Accounting and Reporting](#)

6. Chairman's Address

The Chairman gave a speech about the positive experiences he has had as Chairman for the last decade

7. District Commissioner's Address

Quentin offered thanks for all that volunteers have done for Scouts

8. Closing remarks

Chair closes the AGM, thanking everyone for attending and outlines any arrangements for the rest of the event.

1st Normandy Scout Group (Charity no. 305778)

Receipts and Payments Account

Year start date

Year end date

For the year from	1st April 2024	To	31st March 2025
-------------------	----------------	----	-----------------

Receipts and payments

	Unrestricted funds £	Restricted funds £	Total funds £	2023/24 Total funds £
Receipts				
Donations, legacies and similar income				
Membership subscriptions	10,486	-	10,486	11,000
Donations	7,634	-	7,634	56
Legacies	-	-	-	-
Gift Aid	2,778	-	2,778	7,607
Other similar income	-	-	-	22
Sub total	20,898	-	20,898	18,684
Grants				
Maintenence grant	-	-	-	-
Other grants	-	-	-	-
Sub total	-	-	-	-
Fundraising events (gross)				
Youth programme and activities	12,564	-	12,564	12,064
Fundraising	-	-	-	-
Other fundraising activities	-	-	-	-
Sub total	12,564	-	12,564	12,064
Scout hut income				
Hire of building	5,845	-	5,845	2,019
Hire of equipment	-	-	-	-
Other Scout hut income	-	-	-	-
Sub total	5,845	-	5,845	2,019
Investment income				
Bank interest	-	-	-	57
Building Society interest	-	-	-	-
The Scout Association Short Term Investment Service	-	-	-	-
Other investment income	-	-	-	-
Sub total	-	-	-	57
Total Gross Income	39,306	-	39,306	32,824
Asset and investment sales, etc.	-	-	-	-
Total receipts	39,306	-	39,306	32,824

1st Normandy Scout Group (Charity no. 305778)

Receipts and Payments Account

Year start date

Year end date

For the year from	1st April 2024	To	31st March 2025
-------------------	----------------	----	-----------------

Receipts and payments

	Unrestricted funds £	Restricted funds £	Total funds £	2023/24 Total funds £
Payments				
Charitable Payments				
Membership subscriptions paid on (National/County/Area/District)	3,905	-	3,905	5,562
Youth programme and activities	9,062	-	9,062	14,088
Refunds	-	-	-	-
Adult support and training	-	-	-	-
Rent	-	-	-	-
Water and Sewerage	446	-	446	467
Electricity and Gas	1,470	-	1,470	934
Insurance	1,338	-	1,338	1,163
Alarm, Security & Fire	76	-	76	306
HQ Repairs and Renewals	-	-	-	358
Equipment maintenance	-	-	-	64
Equipment	-	-	-	804
Stationery and admin costs	-	-	-	-
Uniforms, badges & books	437	-	437	568
HQ Development	900	-	900	33,288
Boiler inc. Serv. Contract	96	-	96	95
Internet	-	-	-	-
Tents etc	-	-	-	900
Bank charges	-	-	-	40
Cleaning	-	-	-	-
Misc	-	-	-	-
Sub total	17,729	-	17,729	58,557
Fundraising expenses				
Detail 1	-	-	-	-
Detail 2	-	-	-	-
Detail 3	-	-	-	-
Other fundraising costs	-	-	-	-
Sub total	-	-	-	-
Total Gross Expenditure	17,729	-	17,729	58,557
Asset and investment purchases,	-	-	-	-
Total payments	17,729	-	17,729	58,557
Net of receipts/(payments)	21,576	-	21,576	- 25,733
Transfers between funds	-	-	-	-
Cash funds last year end	52,440	-	52,440	78,173
Cash funds this year end	74,017	-	74,017	52,440

1st Normandy Scout Group (Charity no. 305778)

Receipts and Payments Account

Year start date

Year end date

For the year from	1st April 2024	To	31st March 2025
-------------------	----------------	----	-----------------

Statement of assets and liabilities at the end of the year

	Unrestricted funds £	Restricted funds £	Total funds £	2023/24 Total funds £
Cash funds				
Bank current account	74,017	-	74,017	52,440
Bank deposit account	-	-	-	-
Building society account	-	-	-	-
The Scout Association Short Term Investment Service	-	-	-	-
Cash/Floats	-	-	-	-
Total cash funds	74,017	-	74,017	52,440
(agree balances with receipts and payments a/c)	ok	ok	ok	ok
Other monetary assets				
Tax claim	-	-	-	-
Debts due from the County/Area/District/Group	-	-	-	-
Insurance claim	-	-	-	-
Sub total	-	-	-	-
Investment assets				
Investment property - detail	-	-	-	-
Quoted investments	-	-	-	-
Other investments - detail	-	-	-	-
Sub total	-	-	-	-
Non monetary assets for charity's				
Badge stock	-	-	-	-
Scouting equipment, furniture etc	-	-	-	-
Other	-	-	-	-
Sub total	-	-	-	-
Liabilities				
Accounts not yet paid	-	-	-	-
Expenses incurred but not invoiced	-	-	-	-
Subscriptions not yet paid	-	-	-	-
Loan - detail	-	-	-	-
Other liabilities	-	-	-	-
Sub total	-	-	-	-
Total net assets	74,017	-	74,017	52,440

The above receipts and payments account and statement of assets and liabilities were approved by the Trustees on xxth yyyyyy 2025 and signed on their behalf by

	Signature	Print Name
Chair		David Lowther
Treasurer		Joanne Hurst

Independent examiner's report to the trustees of **1st Normandy Scout Group** (Charity number: 305778)

I report to the trustees on my examination of the accounts of the 1st Normandy Scout Group for the year ended 31st March 2025.

Responsibilities and basis of report

As the charity trustees of the 1st Normandy Scout Group 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 1st Normandy Scout Group 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 giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the 1st Normandy Scout Group as required by section 130 of the Act; or
2. the accounts do not accord with those records.

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.

20/11/2025

X Ashley Metzner

Ashley Metzner

Signed: Signed by: 1DA3F4237CDF4DE0B01A002E6A005225

Name: Ashley Metzner

Relevant professional qualification or membership of professional bodies (if any): QBE Accountant

Address:

2 The Quadrant

Ash Vale

Surrey

GU12 5AQ

Date:

20/11/25

England & Wales

Template 1: Unqualified report for a non-company charity preparing receipts and payments accounts with a gross income of £250,000 or less in the relevant financial year

1ST NORMANDY SCOUT GROUP

England & Wales - Charity number 305778

Accounts

1st NORMANDY SCOUT GROUP

Charity Number 305778

Annual Report 2023/24

1st NORMANDY SCOUT GROUP

Annual General Meeting

Tuesday 3rd September 2024 @ 7:30
The Scout HQ – Guildford Road, Normandy

AGENDA

- 1. Introduction and welcome**
- 2. Apologies for absence**
- 3. Governance topics**
 - a. Approve the minutes of the Annual General Meeting held on 15th June 2023
 - b. Adopt the model constitution from Policy, Organisation and Rules (POR)
 - c. Note the Group's financial year
 - d. Approve appointed and community members of the Group Scout Council
 - e. Agreeing the maximum total number of members of the Group Trustee Board
 - f. Agree the quorum for future meetings of the Group Scout Council (excluding this AGM)
- 4. Review of the previous year**
 - a. The Group Scout Leader's review of last 12 Months
 - b. Receive and consider the Annual Report of the Group Trustee Board, including the annual Statement of the Accounts
- 5. Making appointments**
 - a. Appoint the Group Chair
 - b. Appoint the Group Treasurer
 - c. Appoint members of the Group Trustee Board
 - d. Appoint the Independent Examiner
- 6. Chairman's Address**
- 7. District Commissioner (Quentin Vaughan)**
- 8. Closing remarks**

1st NORMANDY SCOUT GROUP

Annual General Meeting

Outline / Script for the [2024] AGM

1. Introduction and welcome

Can we grab a note of everyone who is here please.

The Scout Association is going through a transformation; a review and updates to bring it in line with modern good practice and transparency from the Charity Commission (governance) point of view as well as other operational reforms following on from some incidents nationally where it has been recognised, we need to move with the times.

So, in some respects this is a bit of system reset.

2. Apologies for absence

Roger Prime	Alan Rice
Nicola Wareing	Dave Chambers
Jo Hurst	

3. Governance topics

We'll use this part of the meeting to make sure the charity's foundations are in good order

First a number of votes

3a. Approve the minutes of the Annual General Meeting held on 15th June 2023

The Group Trustee Board have reviewed the minutes of the previous AGM at their meeting held on 15th June 2023. I put forward these minutes are taken as read and ask the Group Scout Council to agree they're a true record of that meeting.

Seconder please...Ben Holland..... / Please show your hands to approve.

3b. Adopt the model constitution from Policy, Organisation and Rules (POR)

In line with the recommendation from Scout Headquarters, the Group Trustee Board proposes we adopt the model constitution from Chapter 5, section 4 of Policy, Organisation and Rules.

The current version of POR is March 2024, plus the June amendments. We look to follow all amendments as soon as practically possible when they are published.

A copy of this was available for review and inspection prior to this meeting, and copies are also available at this meeting.

Seconder please ...Phillipa..... / Please show your hands to approve.

3c. Note the Group's financial year

Can the Group Scout Council members please note our charity's financial year is [1 April to 31 March].

3d. Approve appointed and community members of the Group Scout Council

Chair notes the Group Scout Council can admit other people to membership. **Chair** advises that the following people are all ex officio:

- All adult members of the Group
- All Leaders
- All Patrol Leaders in the Troop
- All Parents of Beavers, Cubs and Scouts
- All Explorers as stated in the partnership agreement
- All Explorer parents
- The District Commissioner
- The District Chair

We can appoint other people as individuals, or community members because of their position (eg local head teacher). Now the chicken and egg question, myself (David Lowther), Robert Hatfield and Carol Shirtliff no longer have youth members in the Group (but we used to). As members of the current Trustee Board we are members of the Group Council (see first in the list above). However, as we are doing a *system reset* the Trustee Board would like to recommend that David, Robert and Carol are **Group Council** members for three years. (POR now says we have to specify a fixed period, subsequent reappointments are permitted).

Please show your hands to approve. APPROVED

Please note: These nominations are to the Group Scout Council (the people attending this AGM). They aren't members of the Group Trustee Board. Please also note, these nominations can be by name or role.
--

3e. Agreeing the maximum total number of members of the Group Trustee Board

Following good practice recommendations from the Charity Governance Code, POR states Trustee Boards should have a minimum of 5, and no more than 12, Trustees in total. This includes ex officio and co-opted Trustees.

In the new version of POR (which we have adopted as our constitution) there is only one ex officio member of the Trustee Board, the Group Scout Leader, Jonathan (Skip). The Trustee Board recommends we have a maximum of 12 members (this includes Skip). I propose the Group Scout Council approves that recommendation.

Seconder please Peter..... / Please show your hands to approve.

3f. Agree the quorum for future meetings of the Group Scout Council (excluding this AGM)

The Group Scout Council must agree its quorum – the minimum number of Group Scout Council members that must be present at Group Scout Council meetings. The outgoing Trustee Board recommends the quorum should be set at 10 people. Does the Group Scout Council approve that recommendation?

Seconder please Tina..... / Please show your hands to approve.

Note: I personally would like this to be higher as it means we should have a wide audience there at the AGM to oversee proper governance, however I also recognise we MUST get the job done. Hence a low number.

4. Review of the previous year

We'll now use this part of the meeting to reflect on the activities of the past year.

4a. The Group Scout Leader review of last 12 months

Normandy Scout group report 2023/24

The scout group has had another very successful year. We have good membership numbers within all sections - currently we have around 90 young people regularly attending meetings every week across Beavers, Cubs, Scouts and Explorer Scouts - all supported by a great team of leaders. We also have a waiting list for young people to join Beavers

The Beaver colony continues to thrive, led by Jez and his team of parent helpers and explorer scouts. The beavers have attended district events and colony events. We have had sleepovers at here at the HQ which have been greatly enjoyed by all the beavers. The colony is currently full and cannot provide for all on our waiting list,

The cub pack is also doing well lead by Alexis and Nicola supported by the cub parents. The pack have a had active programme of activities including skiing and canoeing and many other weekly activities as well as attending district activities such as the quiz and handicraft competitions.

The scout troop continues to do well attending county events such as KIX 23 (international camp in Switzerland) as well as frost camp and scoutabout this summer. We run a weekly programme of activities and our annual camp to the Forest of Dean along with the explorer scouts. The scouts have been canoeing, night hiking, camping, cycling, hiking, cooking, doughnutting, survival camping and backwoods cooking . Leadership wise, Nick McEvett and Roger Prime have stepped down from scouting after a number of years helping and supporting the troop first as parent helpers and then as uniformed leaders .We are extremely grateful for all they have given to the scout group and young people in Normandy .As of the end of the summer term I have also stepped back from the scout troop but will remain in the GSL/lead volunteer role. Ruth and Dave Cunningham have agreed to run the troop with weekly help from scout parents.

The explorer scouts although technically a district section are very much part of Normandy scout group and it would be remiss of me not to mention the success of the unit and the great activities the explorer scouts and leaders organise throughout the year led by Peter and his leadership team.

My thanks to all the leaders and parents who help with the running of all activities without you it would not happen.

My thanks to David and the group trustee's board for their support throughout the year. We have finally completed our disabled toilet and shower room which has added an excellent facility for scouts using the HQ for overnight camping activities.

The HQ and grounds are utilised during the year by groups, both in the Guildford area and further afield including Whitton beavers and cubs, Aldershot and Farnborough cubs and beavers and Bisley Scouts, as well as guides and brownies from Rydes Hill and Worplesdon. Freemantles school use the grounds regularly for forest school. We are hoping that we can make more use of the facilities in the future to provide a steady income stream.

It has been a very busy and successful year thanks to adult leader teams, and trustees board members. However extra help is always welcome and if anybody is interested in helping in any way please speak to me. David or any one of the section leadership teams. My final thanks goes to all the young people across all the section you are the future and what scouting is all about.

Skip (aka Jonathan Gasson)

Chair thanks GSL for their review.

4b. Receive and consider the Annual Report of the Group Trustee Board including the annual Statement of Accounts

Chair notes the Group Trustee Board has approved the Annual Report and Statement of Accounts, and has received the report on the accounts from the [\[Independent Examiner Ashley Metzner\]](#).

Chair asks the Group Treasurer to give their explanation of the Statement of Accounts.

Treasurer explains the Statement of Accounts.

Chair invites questions from the floor regarding the Trustee Annual Report, and the Annual Accounts.

Chair thanks the Treasurer [\[Jo Hurst\]](#)

Please note: No vote is required, the Group Scout Council only 'receives and considers' the report.

5. Making appointments

We'll use this part of the meeting to organise the set up of the charity until the **end of the next AGM**. We'll appoint a Trustee Board to oversee good governance for the charity over the next year.

Terms of office can be for 1, 2 or 3 years. We propose whilst we get fully to grips with the new POR we have terms of office of one year (to end after the next AGM).

5a. Appoint the Group Chair

I believe that at the last AGM we said that the term of office runs until after the next AGM, it was in the script. So, the handing of the meeting back and forth between Chair & GSL is not necessary.

Chair hands the chairmanship of this meeting over to the Group Scout Leader.

Group Scout Leader explains the open selection process agreed by the Trustee Board. The recommendation to the Group Scout Council is that [\[David Lowther\]](#) should be appointed as Group Chair. Please show your hands as approval.

Group Scout Leader hands the chairmanship of this meeting back to Group Chair.

Please note: If appointing a new Chair, you should agree **prior** to the AGM whether the outgoing Chair will continue to lead this meeting, or whether the new Chair should take over immediately during the meeting. It's strongly encouraged the new Group Chair takes over after the AGM's finished – perhaps from midnight following the AGM.

5b. Appoint the Group Treasurer

Chair explains the open selection process agreed by the Trustee Board. The recommendation to the Group Scout Council is that [Jo Hurst](#) should be appointed as Group Treasurer. Please show your hands as approval.

5c. Appoint members of the Group Trustee Board, following recommendations from the open selection process initiated by the Group Trustee Board

Chair explains the open selection process agreed by the Trustee Board. The recommendation to the Group Scout Council is that [Edits names] should be appointed as members of the Group Trustee Board.

	Name	Role / Specialisation	Type
1	David Lowther	Chair	Appointed by Scout Council
2	Jo Hurst	Treasurer	Appointed by Scout Council
3	Jonathan Gasson (Skip)	GSL	Appointed by Scout Council
4	Jez Phoenix	Beaver Leader	Appointed by Scout Council
5	Alexis Shirtliff	Cub Leader	Appointed by Scout Council
6	Ruth Slaney	Scout Troop Leader	Appointed by Scout Council
7	Peter Hurst	Explorer Leader	Appointed by Scout Council
8	Robert Hatfield	Gift Aid	Appointed by Scout Council
9	Ben Holland	Energy	Appointed by Scout Council
10	Thomas Schaefer		Appointed by Scout Council
11	Carol Shirtliff		Appointed by Scout Council
12			

Please show your hands as approval.

Please note:

- There can't be more names appointed than were approved at agenda item 3e. There can be fewer than agreed at 3e, but not more. Remember, agenda item 3e is the total number of agreed ex officio, appointed and co-opted members.
- It's very important to arrange the open selection process and its recommendations **before** the AGM. Recruitment needs to be open, organised and in advance, so it's a thoughtful process. It shouldn't be taking place last minute during the AGM.

Chair thanks the Trustees for their work during the year and, in particular, those members who are standing down

Catriona (youngest is now 18yrs old and so not an Explorer)

Approved

Please note: Co-opted members (if any) of the Group Trustee Board are appointed by the Group Trustee Board themselves at one of their meetings, and not at the AGM.

5e. Appoint the Independent Examiner

Treasurer proposes [Ashley Metzner]

Chair confirms that [Ashley Metzner] has been proposed, seconded and is qualified for the role, and asks for a show of hands to approve [Ashley Metzner] nomination.

Approved

Please note:

- Please find the requirements for whether to appoint a Scrutineer, Independent Examiner or Auditor on: [Accounting & Audit Requirements for Group Districts, Counties/Areas & Scottish Regions](#)
- Please find the template for a Scrutineer or an Independent Examiner to use to report back to the Trustee Board on: [Accounting and Reporting](#)

6. Chairman's Address (including video)

I write this to all Parents whether you hear it from me directly at the AGM or read it on the notice board...

Coming clean, many of you know I live in Ash. That said I know Normandy Villagers are proud of their rich history, tradition, and community spirit. Over the years, Scouting has become an integral part of life here, woven into the very fabric of this village. It's hard to imagine Normandy without the sound of Scouts excitedly running around in our wonderful grounds, the sight of them gathering for a campfire, or the excitement on their faces as they embark on new adventures. Scouting here is not just an activity; it's a vital thread that binds generations together, passing down values of leadership, service, and camaraderie.

The importance of Scouting to Normandy cannot be overstated. Scouting challenges our Young People and in doing so helps them grow into confident, responsible, and capable individuals. It provides a space where they can explore their potential, learn invaluable life skills, and develop a sense of purpose and belonging.

Now before I go on with this address, I think we need stop for a Fact Check as they say on the BBC! One of the biggest advantages of being Chairman is you get this address slot to say whatever you want and no-one can stop you J So the £1m question to Parents is do you believe the above to be true or is Scouts just another 'baby-sitting' activity to fill an evening. If the latter then fine, that's your decision and I wish you well. Personally, I think you have missed out on the most amazing opportunity.

I am not a boastful person but I think in this case I know far more than you about how to assess the opportunity being presented to you. I have two sons who are now grown up but who have been in every section from Beavers to Explorers, have learned to Kayak, have sailed through the transition to university life and then into professional employment. There are many other examples of families whose offspring have grown likewise as a direct result of the activities, facilities and support of the Leaders on offer. So, as they say, you can read load of complex theory's on improving yourself and your offspring but it's really much simpler - "invest as a family with the Normandy Scout Group and you will be rewarded multiple times over" – the Young People should strive to get the most of it and the Parents set the example by volunteering to provide leader support whether that be at the coal-face (weekly meetings) or admin support as a member of the Trustees Board.

I assure you that, like money, investing early generates the biggest rewards. For example, my youngest visited the Swedish Jamboree at the age of 15 and I credit the experience of being part of a 29,000 worldwide attendance for his ability to live in China for 2 years as part of his PhD. In hindsight it seems unbelievable that he left with the name of someone who was to meet him at the airport, 2 big bags and nothing else!

So reality check over, back to the normal....Over the past year, we have continued to provide a wide array of high-quality activities that have been both diverse and enriching. Section programmes cover the traditional outdoor pursuits like camping and hiking to more modern skills such as environmental stewardship and community service. These activities are not just about fun; they are carefully designed to build resilience, teamwork, and leadership skills that will serve our young people throughout their lives.

I must be candid in acknowledging that while our program of YP activities has been as strong as ever, the drive from the Trustee board to further enhance our group's infrastructure has been somewhat subdued this year. This is not due to a lack of ambition or vision, but rather a strategic decision to consolidate and build upon the significant progress we made in the previous year.

As we reflect on the year, I must take a moment to acknowledge a significant milestone for our Group. After many years of selfless and unwavering commitment, Skip has stepped down as Scout Troop Leader. Skip will however continue in his GSL role. Words cannot fully capture our gratitude for everything you have done. I know Skip would be first to argue it was a team exercise with the great support of Roger Prime and Nick McEvett. As you may not know who they are so watch this short clip to meet Roger....

I would also like to take this opportunity to extend my sincere thanks to the parents, our uniformed leaders, and the broader District. Your support is the backbone of our group. Whether it's helping out at events or simply encouraging your Young People to participate, your involvement is crucial to everything we do.

Now, as we look to the future, I have (well my Parkinson's disease has) decided that this will be my final year serving as your Chairman. It has been an honour and a privilege to lead this group, but I believe it is time for new leadership to step forward. I am announcing this now to allow ample time for someone to step up and shadow me throughout this year. This will ensure a smooth transition and provide continuity for the group, which I know we all agree is of utmost importance.

To those who might consider taking on this role, I want to assure you that you will not be alone. The support network within this group is exceptional, and I will be here to guide you through the process. Leading this group has been one of the most rewarding experiences

In closing, I want to once again express my heartfelt thanks to everyone who has contributed to another successful year for the Normandy Scouts. Together, we have created something truly special, and I am confident that with your continued support, the future of Scouting in Normandy is bright.

7. District Commissioner's Address

8. Closing remarks

Chair closes the AGM, thanking everyone for attending and outlines any arrangements for the rest of the event.

1st Normandy Scout Group (Charity no. 305778)

Receipts and Payments Account

Year start date

Year end date

For the year from	1st April 2023	To	31st March 2024
-------------------	----------------	----	-----------------

Receipts and payments

	Unrestricted funds £	Restricted funds £	Total funds £	2022/23 Total funds £
Receipts				
Donations, legacies and similar income				
Membership subscriptions	11,000	-	11,000	9,790
Donations	56	-	56	20,001
Legacies	-	-	-	-
Gift Aid	7,607	-	7,607	2,331
Other similar income	22	-	22	13
Sub total	18,684	-	18,684	32,135
Grants				
Maintenence grant	-	-	-	-
Other grants	-	-	-	-
Sub total	-	-	-	-
Fundraising events (gross)				
Youth programme and activities	12,064	-	12,064	15,715
Fundraising	-	-	-	485
Other fundraising activities	-	-	-	-
Sub total	12,064	-	12,064	16,200
Scout hut income				
Hire of building	2,019	-	2,019	2,239
Hire of equipment	-	-	-	-
Other Scout hut income	-	-	-	-
Sub total	2,019	-	2,019	2,239
Investment income				
Bank interest	57	-	57	54
Building Society interest	-	-	-	-
The Scout Association Short Term Investment Service	-	-	-	-
Other investment income	-	-	-	-
Sub total	57	-	57	54
Total Gross Income	32,824	-	32,824	50,628
Asset and investment sales, etc.	-	-	-	-
Total receipts	32,824	-	32,824	50,628

1st Normandy Scout Group (Charity no. 305778)

Receipts and Payments Account

Year start date

Year end date

For the year from	1st April 2023	To	31st March 2024
-------------------	----------------	----	-----------------

Receipts and payments

	Unrestricted funds £	Restricted funds £	Total funds £	2022/23 Total funds £
Payments				
Charitable Payments				
Membership subscriptions paid on (National/County/Area/District)	5,562	-	5,562	4,234
Youth programme and activities	14,088	-	14,088	19,325
Refunds	-	-	-	-
Adult support and training	-	-	-	82
Rent	-	-	-	-
Water and Sewerage	467	-	467	319
Electricity and Gas	934	-	934	795
Insurance	1,163	-	1,163	1,022
Alarm, Security & Fire	306	-	306	250
HQ Repairs and Renewals	358	-	358	2,979
Equipment maintenance	64	-	64	214
Equipment	804	-	804	656
Stationery and admin costs	-	-	-	-
Uniforms, badges & books	568	-	568	814
HQ Development	33,288	-	33,288	1,705
Boiler inc. Serv. Contract	95	-	95	84
Internet	-	-	-	360
Tents etc	900	-	900	-
Bank charges	- 40	-	- 40	72
Cleaning	-	-	-	-
Misc	-	-	-	-
Sub total	58,557	-	58,557	32,910
Fundraising expenses				
Bonfire drinks	-	-	-	379
Detail 2	-	-	-	-
Detail 3	-	-	-	-
Other fundraising costs	-	-	-	-
Sub total	-	-	-	379
Total Gross Expenditure	58,557	-	58,557	33,289
Asset and investment purchases,	-	-	-	-
Total payments	58,557	-	58,557	33,289
Net of receipts/(payments)	- 25,733	-	- 25,733	17,338
Transfers between funds	-	-	-	-
Cash funds last year end	78,173	-	78,173	60,835
Cash funds this year end	52,440	-	52,440	78,173

1st Normandy Scout Group (Charity no. 305778)

Receipts and Payments Account

Year start date

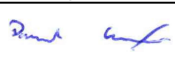
Year end date

For the year from	1st April 2023	To	31st March 2024
-------------------	----------------	----	-----------------

Statement of assets and liabilities at the end of the year

	Unrestricted funds £	Restricted funds £	Total funds £	2022/23 Total funds £
Cash funds				
Bank current account	52,440	-	52,440	78,173
Bank deposit account	-	-	-	-
Building society account	-	-	-	-
The Scout Association Short Term Investment Service	-	-	-	-
Cash/Floats	-	-	-	-
Total cash funds	52,440	-	52,440	78,173
(agree balances with receipts and payments a/c)	ok	ok	ok	ok
Other monetary assets				
Tax claim	-	-	-	-
Debts due from the County/Area/District/Group	-	-	-	-
Insurance claim	-	-	-	-
Sub total	-	-	-	-
Investment assets				
Investment property - detail	-	-	-	-
Quoted investments	-	-	-	-
Other investments - detail	-	-	-	-
Sub total	-	-	-	-
Non monetary assets for charity's				
Badge stock	-	-	-	-
Scouting equipment, furniture etc	-	-	-	-
Other	-	-	-	-
Sub total	-	-	-	-
Liabilities				
Accounts not yet paid	-	-	-	-
Expenses incurred but not invoiced	-	-	-	-
Subscriptions not yet paid	-	-	-	-
Loan - detail	-	-	-	-
Other liabilities	-	-	-	-
Sub total	-	-	-	-
Total net assets	52,440	-	52,440	78,173

The above receipts and payments account and statement of assets and liabilities were approved by the Trustees on 29th August 2024 and signed on their behalf by

	Signature	Print Name
Chair		David Lowther
Treasurer		Joanne Hurst

Independent examiner's report to the trustees of

1st Normandy Scout Group

(Charity number: 305778)

I report to the trustees on my examination of the accounts of the 1st Normandy Scout Group for the year ended 31st March 2024.

Responsibilities and basis of report

As the charity trustees of the 1st Normandy Scout Group 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 1st Normandy Scout Group 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 giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the 1st Normandy Scout Group as required by section 130 of the Act; or
2. the accounts do not accord with those records.

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.

Signed: *A. Metz*

Name: *Ashley Metzner*

Relevant professional qualification or membership of professional bodies (if any):

QBE Accountant

Address: *2 The Quadrant
Ash Oak
Surrey*

GU12 5AQ
Date: *29/08/2024*

1ST NORMANDY SCOUT GROUP

England & Wales - Charity number 305778

Accounts

Annual General Meeting

Thursday 15th June 2023 at Normandy HQ

1. Welcome
 - David welcomed those present, apologies were noted.
2. **Approve** Minutes of the last AGM held on 15th September 2022
 - Approved
3. **Adopt** the constitution for the Group as the model constitution as set out in POR (see rule 5.3)
 - Adopted
4. **Note** the dates of the financial year 1st April – 31st March
 - Noted
5. **Agree** the number of members that may be elected to the Trustee Board
 - It was agreed that 6 people can be elected to the Trustee Board
6. **Agree** the quorum for each of:
 - meetings of the Scout Council (~~20~~14 people)
 - It was agreed that the quorum of meetings of the Scout Council shall be 14 people.
 - meetings of the Trustee Board (60%)
 - It was agreed that the quorum of meetings of the Trustee Board shall be 60% of the positions filled.
 - meetings of any sub-Committees (60%)
 - It was agreed that the quorum of meetings of any sub-committee shall be 60% of the positions filled.
7. **Review** the previous year
 - Receive and consider the Trustees' Annual Report; Group, Beavers, Cubs, Scouts & Explorers.
 - Reports of the previous year were provided by the Chairman (on the new developments), Treasurer, the various sections and a summary by the Group Scout Leader.
Thanks was expressed to the those who had decided to move on from the Group.
 - Receive the accounts.
 - A paper copy of the accounts was provided to those at the meeting, our financially healthy position was well received.
 - Receive the formal report prepared by the independent examiner.
 - A paper copy of the independent examiner's report was provided to all those present.
8. Appointments
 - **approve** the Group Scout Leader's, nomination of the Chair of the Trustee Board

- Jonathan Gasson, proposed David Lowther continue to be the chair, David agreed and the meeting approved.
 - **approve** the Group Scout Leader's nomination of members of the Trustee Board
 - Jonathan Gasson, proposed Carol Shirliff and Robert Hatfield join the Trustee Board, the meeting approved.
 - **elect** a Secretary to the Trustee Board.
 - vacant
 - **elect** a Treasurer to the Trustee Board
 - Jo Hurst was nominated by Roger Prime and seconded by Nick McEvet. Unanimously elected.
 - **elect** Trustees to the Trustee Board
 - Thomas Schaefer, Catriona Ferris and Ben Holland were nominated by Roger Prime and seconded by Thomas Gray. Unanimously elected.
 - **appoint** an independent examiner
 - David Walker was appointed as the independent examiner.
 - **List** the other ex officio members
 - The meeting was reminded that the following people are ex officio members of the Trustee Board: Jonathan Gasson (GSL), Jez Pheonix (Beaver Leader), Alexis Shirliff (Cub Leader), The Scout Leader position is vacant, Peter Hurst (Explorer Leader)
9. A message from District and Awards (if any)
- Robert Hatfield was awarded his 10 years' service, and Alan Rice received a Silver Acorn.
10. Close
- The meeting closed at 20:14

1st Normandy Scout Group (Charity no. 305778)

Receipts and Payments Account

Year start date

Year end date

For the year from	1st April 2022	To	31st March 2023
-------------------	----------------	----	-----------------

Receipts and payments

	Unrestricted funds £	Restricted funds £	Total funds £	2021/22 Total funds £
Receipts				
Donations, legacies and similar income				
Membership subscriptions	9,790	-	9,790	9,470
Donations	20,001	-	20,001	17
Legacies	-	-	-	-
Gift Aid	2,331	-	2,331	2,734
Other similar income	13	-	13	20
Sub total	32,135	-	32,135	12,241
Grants				
Maintenence grant	-	-	-	-
Other grants	-	-	-	10,667
Sub total	-	-	-	10,667
Fundraising events (gross)				
Youth programme and activities	15,715	-	15,715	4,714
Fundraising	485	-	485	323
Other fundraising activities	-	-	-	-
Sub total	16,200	-	16,200	5,037
Scout hut income				
Hire of building	2,239	-	2,239	2,420
Hire of equipment	-	-	-	-
Other Scout hut income	-	-	-	-
Sub total	2,239	-	2,239	2,420
Investment income				
Bank interest	54	-	54	-
Building Society interest	-	-	-	-
The Scout Association Short Term Investment Service	-	-	-	-
Other investment income	-	-	-	-
Sub total	54	-	54	-
Total Gross Income	50,628	-	50,628	30,366
Asset and investment sales, etc.	-	-	-	-
Total receipts	50,628	-	50,628	30,366

1st Normandy Scout Group (Charity no. 305778)

Receipts and Payments Account

Year start date

Year end date

For the year from	1st April 2022	To	31st March 2023
----------------------	-------------------	----	--------------------

Receipts and payments

	Unrestricted funds £	Restricted funds £	Total funds £	2021/22 Total funds £
Payments				
Charitable Payments				
Membership subscriptions paid on (National/County/Area/District)	4,234	-	4,234	4,182
Youth programme and activities	19,325	-	19,325	5,302
Refunds	-	-	-	-
Adult support and training	82	-	82	68
Rent	-	-	-	-
Water and Sewerage	319	-	319	312
Electricity and Gas	795	-	795	635
Insurance	1,022	-	1,022	866
Alarm, Security & Fire	250	-	250	64
HQ Repairs and Renewals	2,979	-	2,979	3,127
Equipment maintenance	214	-	214	821
Equipment	656	-	656	4,213
Stationery and admin costs	-	-	-	43
Uniforms, badges & books	814	-	814	493
HQ Development	1,705	-	1,705	-
Boiler inc. Serv. Contract	84	-	84	84
Internet	360	-	360	393
Tents etc	-	-	-	-
Bank charges	72	-	72	96
Cleaning	-	-	-	-
Misc	-	-	-	-
Sub total	32,910	-	32,910	20,698
Fundraising expenses				
Bonfire drinks	379	-	379	-
Detail 2	-	-	-	-
Detail 3	-	-	-	-
Other fundraising costs	-	-	-	-
Sub total	379	-	379	-
Total Gross Expenditure	33,289	-	33,289	20,698
Asset and investment purchases,	-	-	-	-
Total payments	33,289	-	33,289	20,698
Net of receipts/(payments)	17,338	-	17,338	9,668
Transfers between funds	-	-	-	-
Cash funds last year end	60,835	-	60,835	51,167
Cash funds this year end	78,173	-	78,173	60,835

1st Normandy Scout Group (Charity no. 305778)

Receipts and Payments Account

Year start date

Year end date

For the year from	1st April 2022	To	31st March 2023
----------------------	-------------------	----	--------------------

Statement of assets and liabilities at the end of the year

	Unrestricted funds £	Restricted funds £	Total funds £	2021/22 Total funds £
Cash funds				
Bank current account	78,173	-	78,173	60,835
Bank deposit account	-	-	-	-
Building society account	-	-	-	-
The Scout Association Short Term Investment Service	-	-	-	-
Cash/Floats	-	-	-	-
Total cash funds	78,173	-	78,173	60,835
(agree balances with receipts and payments a/c) ok ok ok ok				
Other monetary assets				
Tax claim	-	-	-	-
Debts due from the County/Area/District/Group	-	-	-	-
Insurance claim	-	-	-	-
Sub total	-	-	-	-
Investment assets				
Investment property - detail	-	-	-	-
Quoted investments	-	-	-	-
Other investments - detail	-	-	-	-
Sub total	-	-	-	-
Non monetary assets for charity's				
Badge stock	-	-	-	-
Scouting equipment, furniture etc	-	-	-	-
Other	-	-	-	-
Sub total	-	-	-	-
Liabilities				
Accounts not yet paid	-	-	-	-
Expenses incurred but not invoiced	-	-	-	-
Subscriptions not yet paid	-	-	-	-
Loan - detail	-	-	-	-
Other liabilities	-	-	-	-
Sub total	-	-	-	-
Total net assets	78,173	-	78,173	60,835

The above receipts and payments account and statement of assets and liabilities were approved by the Trustees on Xth X 200X (the date of the Executive Committee meeting that approved the accounts) and signed on their behalf by

	Signature	Print Name
Chair		David Lowther
Treasurer		Joanne Hurst

1st Normandy Scout Group

Report to the Trustees on the Income and Expenditure Statement 2022/23

I have reviewed the accounts of the group in accordance with the requirements of the Charities Act 2011, the attached report records that, in my opinion there are no material matters that I need to draw to your attention.

I would like to thank Peter Hurst and all others involved, for the considerable effort they have made in maintaining the high quality of the recordkeeping and the supporting information. The result this year is a very transparent set of accounts. All involved should be congratulated on this achievement.

As last year the only area that I ask you to consider last year is the level is the cash reserves that are being held by the group. The cash balance as at 31st March 2021 was £51,167, this had increased to £78,173 at 31st March 2023 this increase mainly as a result of the generous donation from an individual.

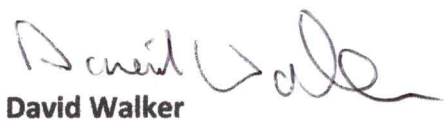
The trustees have previously considered the position and have decided to invest further in the disabled facilities within the new hut. This project has been in progress for some time now and is now ready for implementation. The budget for this work is circa £10k. This will leave a significant balance which the trustees should agree a way forward for.

It should be noted that considerable work has been undertaken to rationalise the bank accounts, this has been a challenging project which will bring benefits in future years. As the group is now banking with a commercial high street bank it would be worth looking into the interest rates that may be possible by placing excess funds in separate accounts.

The changed to the bank accounts, has resulted in a lack of available bank statements, so my checks have not included checking of detailed transactions and have concentrated on verification of the balances.

I have brought to the attention of Peter Hurst that refunds of camp fees should be shown as a reduction in income as opposed to expenditure. This year both are overstated by £642 which I do not think needs to be adjusted for.

One further minor issue I have noted is that for some suppliers (Kendall Cars for example) payments are being made based both on invoices and monthly statements. This leaves a risk of duplicate payments being made.


David Walker

1ST NORMANDY SCOUT GROUP

England & Wales - Charity number 305778

Accounts



Annual General Meeting of
1st Normandy Scout Group
Thursday 15th September 2022 at
1st Normandy HQ

Minutes

1. Chairman's welcome with any apologies for absence

David Lowther gave the welcome to the audience of approximately 20.

Apologies: Tomas Schaefer, Catriona Ferris, Dot Towner, Alexis Shirliff, Dominic Howard-Jones, Roger Prime, David Chambers, David Cunningham

2. Minutes of last AGM and any matters arising

No errors, omissions or matters arising were reported.

3. Approval of AGM minutes

The minutes of the previous 2021 AGM were approved.

Approved by Alan Rice & Jez Phoenix

Acceptance was unanimous.

4. Section reports

Beavers – Jez Phoenix

2022 AGM

Leaders/Helpers

Jez Phoenix – Beaver Scout Leader

Stephanie Smith – Assistant Beaver Scout Leader

Ian Holmes – Occasional Helper – 01/03/2022

Will Phoenix – Otter Beaver – 24/09/2020

Young Leaders

James Hurst

Thomas Norton

Numbers

Autumn 2021 - 15

Spring 2022 - 15

Summer 2022 - 24

Currently, Beavers has 24 young people – 11 boys & 13 girls

Waiting List

20 who could join but no spaces available.

Area

Beavers coming from Guildford, Ash, Fairlands, Wood Street, Seale, Aldershot and of course Normandy.

Schools

Lots of different schools. Great for the development for the youngsters to be making friends and mixing with other young people in their age group outside of their schooling, it is also good for their social skills.

So what have we been doing in the last 12 months?

Activities

Autumn 2021

Make Foam Rockets
Make a Krazy Kazoo
Coke and Mentos
Clay Hands
Make Aeroplanes, Helicopters and Hoop Gliders
Make a Balloon car
Junk Modelling
Dreamcatcher
Sparklers. Make Guy Fawkes
Old Games - Skittles, Shove half-penny, etc.
Fridge Magnet
Go on Owl Walk
Make Beaver Mask. Apple bobbing.
Learn a phrase in French. Cook a French dis

Spring 2022

Make a Thunder Clapper
Cool Experiments
Burns' Night - 25th Jan. Bag Piper Toilet roll
Chinese New Year 01/02. Year of the Tiger
Experiment - Making a Volcano
Make Pancakes 25th February
Make a marble run
Make a musical instrument
Blow-up Glove
Easter Trail

Summer 2022

Make and fly a kite
Pond Dipping
Blindman's Trail
Make 2 different sandwiches
Visit Adventure Park
Make biscuits
Women's Euro Football – Make the Trophy
Visit the Fire Station
Build a den

Camp Fire - Marshmallows, chocolate digestives and songs.
Make Fruit Salad
Hike Away - Puttenham Heath Common

Events

St.George's Day parade – 24/04 (last one 2019)
Bazzaz – 21/5 Merrist Wood over 2,000
Beaver Scouts (last one 2018) – 17 Beavers
Legoland – 25/6 (last one 2017) – 17 Beavers
Sleepover (last one 2019) – Wizard Themed - Autumn 2021 – 21 Beavers
Sleepover – Jubilee Themed – Summer 2022 – 16 Beavers

Badges

It's fantastic to see that there is so much interest in Beaver Scouting in Normandy. The young people love coming down to the Scout Hut every week and experiencing new activities each week. They may be small but they can make a lot of noise! We have a lot of fun!

I would like to thank everyone who makes it all happen.

All this wouldn't happen if I didn't have the support of the parents – thank you. I would also like to thank the other leaders of the group for their help, support, advice and encouragement and also all the other volunteers who work tirelessly behind the scenes so that the young people of our community have the opportunity to experience the wonders of the Scouting movement. It's brilliant!

We are very fortunate to have a Scout hut here in Normandy together with the grounds.

Scouts - Skip

Keeping it short and sweet

Despite the challenges faced last year as we moved into a post pandemic period ,the troop has continued to meet on a regular basis with our numbers steadily increasing throughout the year. With up to 26 young people, on our books with regular attendance around 20 young people every week. This year we have carried on with a varied and challenging programme of activities both indoors and outdoors activities including camping at least once month at several different locations including here at the HQ , the Chantries , Bentley Corpse , Send and the Forest of Dean. And of course , we have welcomed the return of Scoutabout the country activity event held at Ardingly show ground . We have bivouacked , cooked , hiked , canoed , climbed, performed , help each other, leaned how to map read ,(well sort of) . and had a lot of fun on the way. IN Jun we held a sponsored event based on water activities to raise money for National childhood day . we raised nearly £300 . All of which would not be possible without the leadership team Nick, Dave, David, Roger, ruth and Thomas , thanks for all you have done over the last 12months from both myself and the scouts. It has been challenging and fun., which of course one of our former DC's said if it is not fun it is not scouting. Thanks, looking forward to the next year .

5. Group Scout Leader's Report

AGM Minutes 2022

The scout group has had another successful year despite the continued restrictions imposed by the pandemic . We currently have good membership with all section we currently have just around 80 young people regularly attending Beavers Cubs, Scouts and Explorer Scouts every week. Supported but a great team of leaders .

The activities as you have heard have been great and varied withal the young people and leaders having a good time. My thanks to all the leaders and parents who help with the running of these activities both face to face and on line without you it would not happen.

The highlights of the year I will leave you to choose from what you have seen and heard this evening and what the young people remember and talk about throughout the year.

As the GSL it is always pleasing to see the range of activities and opportunities the young people have in all sections from beaver to explorer scouts, and to share in the fun had by all .

My thanks to David and the group executive committee for their support throughout the year. Progress with development of the as David has reported has been sporadic but we do intend to get things done this current year .

The HQ and grounds are used throughout the year by groups from both in Guildford and further afield including, Whitton beavers and cubs, Aldershot cubs and beaver and Farnborough cubs and beaver, and guides and brownies from Rydes Hill and Worplesdon , and by Freemantles school who regularly use the grounds for forest school . We are hoping that more use in the future will provide a steady income stream.

It has been a very busy and successful year thanks to adult leader teams, and executive committee members. However extra help is always welcome and if anybody is interested in helping in any way please contact me at any time.

6. Treasurer's Report & approval of accounts

I would to thank my predecessor for leaving the accounts in such a tidy way it's been easy to pick up from where she left off. Thank you Sammy.

This year has seen us trying to get a new bank account so that we can better utilise electronic banking services. All banks seem to have largely closed for new business during Covid. They are now opening up once more, but with additional red tape and checks. We believe that we have now sorted all the obstacles and we will have a new bank account shortly (with Barclays), and be able to close the redundant bank accounts. I would like to thank David, Jonathan and Robert who have run the banking services for the group during the last few months, whilst I haven't had access to the bank accounts.

A big thank you to Robert for administering the Subs records and then chasing down the Gift Aid so the Group can benefit from money back from HMRC.

Financially we are in a healthy position, we did manage to get the various Covid grants which have covered the lack of fundraising during the Covid period. Other good news is that we sorted fixed rate energy tariffs before the massive increases that have happened which will save us money (Thank you David). It is now important that we use these resources wisely and that we spend that money on updating the facilities for the benefit of everyone within the Scout Group.

Covid provided us with the final push to make all our financial records electronic which has made our "auditor" and my life much easier. Thank you to our leaders and parents who have embraced these changes.

Whilst we are in a financially comfortable position it is important that we don't get complacent, it is important that now that Covid issues have largely gone away that we once again step up our fundraising efforts so that the program of improvements to the Group grounds and building may continue. If anyone would like to take this task on please come and talk to me (or anyone on the Exec), I don't have the time to lead this but will be here to support you.

Jo Hurst
Treasurer

The accounts were approved by Alan Rice & Stephanie Smith.

7. Chairman's Address

This is the first year after COVID times and it is great to see some sort of new normal appearing. As you will have heard, and will already know, 1st Normandy Scout's, offers our Young People new opportunities to explore themselves and helps them to develop as better human beings. The credit for this must be squarely laid at the feet of the Leaders and their assistants that ensure each section has a programme of interesting and varied activities on a weekly basis.

While in thanking mode, I must also thank the Executive Committee for ensuring the infrastructure, both physical and financial as maintained to a high standard, Finally, I need thank the DC and the Scout Association behind him for the ecosystem in which our Group operates - after all it would be less fun if there were no other groups to compete against in cookery, quizzes etc.

The second part of my address is document the steady progress towards offering better facilities. Looking back over a financial year we have achieved much in terms of preparation - gas meters have been moved and we now have detailed plans for development of a disabled toilet facility in the HQ. We have unfortunately failed to light the blue touchpaper that would send us to orbit. This is not rocket science, I simply need one or two parents to step forward and oversee preparation of final specifications and their execution. If you can help then drop me a line at chairman@1stnormandy.org.uk

Finally, life is great fun when looked at in the correct way – for those who have gone to the trouble of attending I give you the last telling of “the gas meter story according to Dave” J

It all begins with Oldman.....

8. Approval of Group's Annual Report

The Group's Annual report was approved by Peter Hurst, Seconded by Tom and approved by all

9. Election of-officers –

The following individuals resigned from the Exec at the AGM. It should be noted that their input has been significant over the years and they will be sorely missed. We wish them well:

- Carole Gasson
- Dominic Howard-Jones

The following officers were proposed and duly elected:

Group Scout Leaders nomination of Chairman: David Lowther (nominated by Jonathan Gasson)

Election of Treasurer: Jo Hurst (nominated Alan Rice, Seconded Peter Hurst)

Nominations for Executive Committee all agreed on those nominated

Jonathan Gasson	GSL
David Lowther	Chairman
Jo Hurst	Treasurer
TBC	Secretary
Jeremy Phoenix	Beaver Leader
Alexis Shirliff	Cub Leader
Alan Rice	Explorer Unit Leader
Dorothy Towner	Exec

Thomas Schaefer	Exec
Catriona Ferris	Exec
Peter Hurst	Exec
Carol Shirliff	Exec

Appointment of-Auditor David Walker

10. District Commissioner – Quentin

Quentin thanked the Leadership and Exec teams for their commitment to Scouting and issued a number of long service rewards.

11. Any other business / any questions

1st Normandy Scout Group (Charity no. 305778)

Receipts and Payments Account

Year start date

Year end date

For the year from	1st April 2021	To	31st March 2022
-------------------	----------------	----	-----------------

Receipts and payments

	Unrestricted funds £	Restricted funds £	Total funds £	2020/21 Total funds £
Receipts				
Donations, legacies and similar income				
Membership subscriptions	9,470	-	9,470	6,340
Donations	17	-	17	1,805
Legacies	-	-	-	-
Gift Aid	2,734	-	2,734	-
Other similar income	20	-	20	16
Sub total	12,241	-	12,241	8,160
Grants				
Maintenance grant	-	-	-	-
Other grants	10,667	-	10,667	23,310
Sub total	10,667	-	10,667	23,310
Fundraising events (gross)				
Youth programme and activities	4,714	-	4,714	78
Fundraising	323	-	323	-
Other fundraising activities	-	-	-	-
Sub total	5,037	-	5,037	78
Scout hut income				
Hire of building	2,420	-	2,420	2,231
Hire of equipment	-	-	-	-
Other Scout hut income	-	-	-	-
Sub total	2,420	-	2,420	2,231
Investment income				
Bank interest	-	-	-	-
Building Society interest	-	-	-	-
The Scout Association Short Term Investment Service	-	-	-	-
Other investment income	-	-	-	-
Sub total	-	-	-	-
Total Gross Income	30,366	-	30,366	33,779
Asset and investment sales, etc.	-	-	-	-
Total receipts	30,366	-	30,366	33,779

1st Normandy Scout Group (Charity no. 305778)

Receipts and Payments Account

Year start date

Year end date

For the year from	1st April 2021	To	31st March 2022
----------------------	-------------------	----	--------------------

Receipts and payments

	Unrestricted funds £	Restricted funds £	Total funds £	2020/21 Total funds £
Payments				
Charitable Payments				
Membership subscriptions paid on (National/County/Area/District)	4,182	-	4,182	3,248
Youth programme and activities	5,302	-	5,302	575
Refunds	-	-	-	105
Adult support and training	68	-	68	-
Rent	-	-	-	-
Water and Sewerage	312	-	312	83
Electricity and Gas	635	-	635	541
Insurance	866	-	866	778
Alarm, Security & Fire	64	-	64	1,093
HQ Repairs and Renewals	3,127	-	3,127	4,598
Equipment maintenance	821	-	821	-
Equipment	1,102	3,111	4,213	2,418
Stationery and admin costs	43	-	43	-
Uniforms, badges & books	493	-	493	231
Flooring	-	-	-	4,509
Boiler inc. Serv. Contract	84	-	84	2,488
Internet	393	-	393	30
Tents etc	-	-	-	150
Bank charges	96	-	96	69
Cleaning	-	-	-	286
Misc	-	-	-	-
Sub total	17,587	3,111	20,698	21,202
Fundraising expenses				
Detail 1	-	-	-	-
Detail 2	-	-	-	-
Detail 3	-	-	-	-
Other fundraising costs	-	-	-	-
Sub total	-	-	-	-
Total Gross Expenditure	17,587	3,111	20,698	21,202
Asset and investment purchases,	-	-	-	-
Total payments	17,587	3,111	20,698	21,202
Net of receipts/(payments)	12,779	- 3,111	9,668	12,577
Transfers between funds	-	-	-	-
Cash funds last year end	48,056	3,111	51,167	38,590
Cash funds this year end	60,835	-	60,835	51,167

1st Normandy Scout Group (Charity no. 305778)

Receipts and Payments Account

Year start date

Year end date

For the year from	1st April 2021	To	31st March 2022
----------------------	-------------------	----	--------------------

Statement of assets and liabilities at the end of the year

	Unrestricted funds £	Restricted funds £	Total funds £	2020/21 Total funds £
Cash funds				
Bank current account	60,835	-	60,835	51,167
Bank deposit account	-	-	-	-
Building society account	-	-	-	-
The Scout Association Short Term Investment Service	-	-	-	-
Cash/Floats	-	-	-	-
Total cash funds	60,835	-	60,835	51,167
(agree balances with receipts and payments a/c) ok ok ok ok				
Other monetary assets				
Tax claim	-	-	-	-
Debts due from the County/Area/District/Group	-	-	-	-
Insurance claim	-	-	-	-
Sub total	-	-	-	-
Investment assets				
Investment property - detail	-	-	-	-
Quoted investments	-	-	-	-
Other investments - detail	-	-	-	-
Sub total	-	-	-	-
Non monetary assets for charity's				
Badge stock	-	-	-	-
Scouting equipment, furniture etc	-	-	-	-
Other	-	-	-	-
Sub total	-	-	-	-
Liabilities				
Accounts not yet paid	-	-	-	-
Expenses incurred but not invoiced	-	-	-	-
Subscriptions not yet paid	-	-	-	-
Loan - detail	-	-	-	-
Other liabilities	-	-	-	-
Sub total	-	-	-	-
Total net assets	60,835	-	60,835	51,167

The above receipts and payments account and statement of assets and liabilities were approved by the Trustees on 28th Aug 2022 and signed on their behalf by:

	Signature	Print Name
Chair		David Lowther
Treasurer		Joanne Hurst

England & Wales

Template 1: Unqualified report for a non-company charity preparing receipts and payments accounts with a gross income of £250,000 or less in the relevant financial year

Independent examiner's report to the trustees of 1st Normandy Scout Group Scout Council

I report to the trustees on my examination of the accounts of the **1st Normandy Scout Group** for the year ended 31st March 2022.

Responsibilities and basis of report

As the charity trustees of the 1st Normandy Scout Group 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 1st Normandy Scout Group 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.

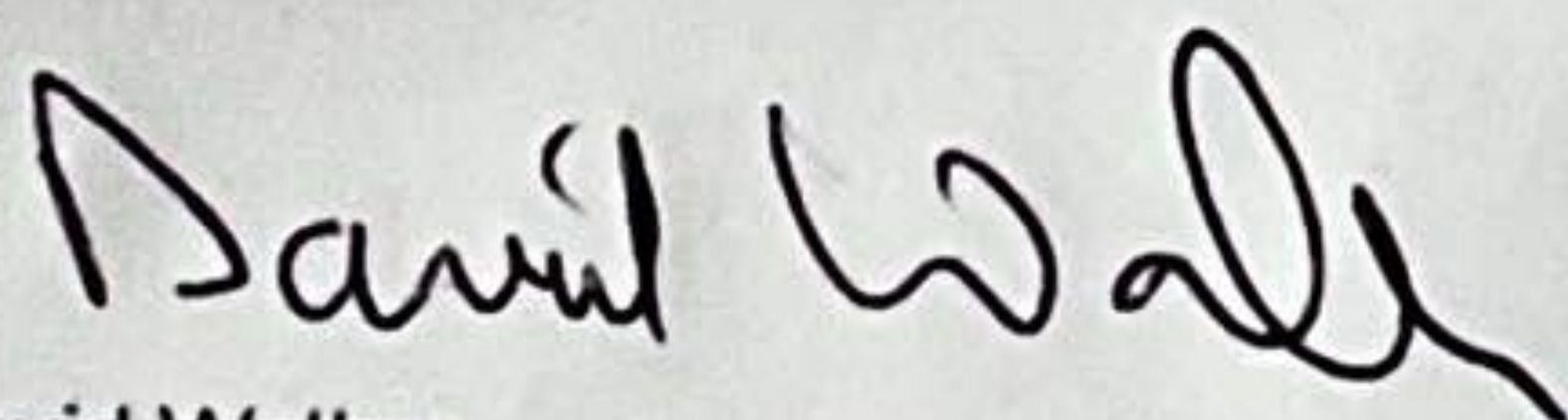
Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the 1st Normandy Scout Group as required by section 130 of the Act; or
2. the accounts do not accord with those records.

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.

Signed:



Name: David Walker

Relevant professional qualification or membership of professional bodies (if any): FCCA (retd)

Address: 22 Sutherland Avenue, Jacobs Well, Guildford. GU5 7QX

Date: 27th August 2022

1ST NORMANDY SCOUT GROUP

England & Wales - Charity number 305778

Accounts

MINUTES OF THE 1st NORMANDY SCOUT GROUP AGM

29 SEPT 2021

Held at the Normandy HQ at 1930.

This was the much delayed (by Covid) AGM for the Year 1st APR 2020 – 31st MAR 2021. The timing of the event, so close to the 6 month deadline, was deliberate as it allowed us to meet in person. We took the opportunity to invite the Parents of the Beavers, meeting earlier, as well as the Explorers Parents to stay for the AGM and a BBQ was offered to try and make the AGM a celebration of our Group returning to some degree of normality as well as the formal business that is required at the AGM.

We were delighted by the turnout. Approximately 23 Parents were present at the start together with about 12 Members of the Group Exec and Section Leaders as well as the GSL. A number of the Explorers who were roped into to provide the BBQ.

The meeting was opened by David Lowther (Chair) who in his welcome promised to make the AGM fun and inclusive and offer a very different feel to the AGM than purely a Formal Meeting. To that end we started with a number of games to keep the Beavers on board and happy. It is best described as happy anarchy !

The Beavers were split into 4 teams led by a parent and Beaver leader and in the great tradition of the Radio 4 comedy I'M SORRY, I HAVEN'T A CLUE, we're given silly things to do by DL .

Games included:

- Collect as many people as you can of various ages that would add up to how long Scouting had been in Normandy (109 Years !)
- How many chairs, tables, white boards were visible in the room, together with how many floor tiles.
- A rogues gallery to see who could pick out DL's son from the line up.

The Beavers threw themselves enthusiastically into the fun and the noise level rose markedly. All plans to have a team winner each time was quickly discarded in the melee of boisterous Beavers !

DL then called the meeting back to a resemblance of order and continued the theme of trying to be more interactive. He spoke of the endearing Family of Scouting and the fact that none of it can happen without the support of the Parents. He spoke of forthcoming plans at the HQ and the desire for Parents with particular knowledge and skills in DIY type activities to consider volunteering their time to come and support some of these and perhaps give their time to help bring them to fruition. He mentioned the need for a Plumber, our desire to build a Porch on the side of the new HQ hut and the much bigger project to put new toilet and shower facilities into the old hut and spare storage room in the new hut. All these projects would be enhanced by more Volunteers. All were reminded that they were automatically enrolled in the Scout Council and so PLEASE consider if they could offer time as a volunteer.

On then to the Formal part of the meeting ;

APOLOGIES:

Alexis Shirtliff
Jacque Sadler
Andrew Kent (?)

,MINUTES FROM LAST AGM:

These were available for all to see and remind themselves of what happened previously.

They were accepted.

FINANCE REPORT:

These had been previously scrutinised and accepted by the Group Exec and our External Auditor DAVID WALKER as a true reflection . DL gave the report in place of our Treasurer, Sammy Tod, who has sadly asked to stand down. A copy is included below...

Finance Report 2021

I have the privilege of presenting this Finance Report on behalf of Sammy Tod. Sadly this is Sammy's last Finance Report as she is stepping down as Treasurer after more than 5 years.

As has been pointed out to me by the independent assessor, on numerous occasions, the Scout group accounts are equivalent to a not insignificant £25,000+ revenue business. As demanded by the Scout Association, the accounts are independently reviewed to the highest possible standard. I believe as a Team (David, Peter, Skip and Myself) we are a well-oiled machine, process the accounts in a structured manner and should be extremely proud of our accomplishments.

You should have received the FY20/21 independently assessed accounts as part of the briefing pack that came with the agenda.

With COVID-19 having had an unprecedented impact on society through lockdown measures this has had a monumental impact on Scouting activities this FY.

- The leadership felt a duty to retain as much normality as possible for the membership as well as ensuring that Scouting in Normandy would be in good shape when more "normal" conditions returned.
- Where possible the section leaders attempted to deliver a program of activities online.
- Parents were asked to contribute Subscription fees on a donation basis. This achieved a fantastic response with overall subscription income down only one third on the previous year (£6,340 cf. £9,730)
- Grants were made available by Guildford Borough Council to charitable organisations like ourselves to ensure ongoing financial security. We have applied for those which we are eligible and have received considerable support.
- Clearly with only virtual meetings the Youth Programme receipts and payments for activities have been significantly reduced (95% reduction)
- With the Scout Hut closed utility costs associated with usage are significantly reduced. Note, much of the costs are fixed (standing charge on utilities, insurance etc) as remain constant irrespective of whether the Hut is in use or closed.
- Finally, the closure of the Scout Hut for meetings provided an opportunity for investment in the infrastructure. Approximately £16k has been spent/forecast on painting, flooring, new boiler, upgraded alarm systems etc

So overall, the finances look solid and we have plans in place for FY21/22 to spend money on further infrastructure improvements for the benefit of our members.

Thanks go to David Walker our independent assessor for reviewing and approving the accounts.

Any questions?

David Lowther / Sammy Tod

No comments or queries arose from the report from the floor

GROUP SCOUT LEADER NOMINATIONS:

Chair - David Lowther. Agreed

Treasurer - TBC following resignation of Sammy Tod

Secretary - Dominic Howard-Jones. Agreed

All Parents present were reminded that they were all automatically part of the SCOUT COUNCIL, but were asked to consider whether any would be willing to stand for election to the Group Exec. None offered at the meeting, but we're all asked to give this consideration for the future and to contact DL if interested

Group Scout Leaders - All to continue in current roles
Auditor - David Walker. Agreed
Quorum - 6

GSL Report was given as copied below and was accepted.

Normandy Scout Group report 2020/21

The Scout group has had another successful year despite the restrictions imposed by the pandemic. We currently have good membership within all sections. At the last census taken in Jan 2020, we had around 80 young people regularly attending Beavers, Cubs, Scouts and Explorers every week, supported by a great team of Leaders.

The activities, as you heard earlier, have been great and varied, with both the young and our leaders having a good time. My thanks to all the leaders and parents who help with running these activities, both face to face and online. Without you, none of this could happen.

The highlights of the year I will leave you to choose your personal favourites, but from all that you have seen and heard this evening, our young people will clearly have much to remember and talk about.

The HQ and grounds continue to be used throughout the year by groups both from Guildford and further afield including, Whitton Beaver and Cubs, Aldershot Beaver and Cubs, Farnborough Beaver and Cubs and from Rydes Hill and Worplesdon, Brownies and Guides. We hope that more organisations will use our facilities in the future, providing an increased steady income stream.

It has been a very busy and successful year, even given the pandemic and my thanks go to the Adult Leaders and Exec Committee. However, extra help is always welcome and if anybody is interested in helping in any way, please contact me anytime.

Jonathon Gasson Group Scout Leader.

SECTION REPORTS:

1. BEAVERS - Jez detailed what they had been doing in the pricing months. He has up to 24 beavers currently. They have held meetings both online and more recently face to face with the easing of Covid restrictions including events to do with magic and science.
2. SCOUTS - PH gave a PowerPoint report - most uplifting !
3. EXPLORERS - Tommy gave a PowerPoint as well and reported that they had managed to keep going throughout the year with a mix of online and local outside activities
4. JG also reiterated that the HQ grounds continues to be used by a number of external groups

DISTRICT COMMISSIONER ACTIONS:

- Bill Knight awarded (in abstentia) a certificate for 60 years of service
- David Lowther awarded a certificate for 15 years of service
- David Cunningham awarded a certificate for 5 years of service
- Hair awarded his wood badge and Chief Scout Commendation for good service. It was received in his absence by Oldman.

The AGM formal section was then declared at a close and all were invited to stay for some refreshments that were prepared and served by members of the Explorer section.

Dominic Howard-Jones

Group Secretary

1st Normandy Scout Group

Receipts and Payments Account

For the year from	1st April 2020	To	31st Mar 2021
-------------------	----------------	----	---------------

Receipts and payments

	2020/21 Unrestricted funds £	2020/21 Restricted funds £	2020/21 Total funds £	2019/20 Total funds £
Receipts				
Donations, legacies and similar income				
Membership subscriptions	6,340.00	-	6,340.00	9,720.00
Less: Membership subscriptions paid on (National/County/Area/District)	3,248.00		3,248.00	3,827.25
Net membership subscriptions retained	3,092.00		3,092.00	5,892.75
Donations	1,804.50	-	1,804.50	185.00
Legacies				
Gift Aid	-	-	-	4,520.55
Other similar income	15.68	-	15.68	278.56
Sub total	4,912.18	-	4,912.18	10,876.86
Grants				
Grants	20,443.00	2,867.18	23,310.18	4,752.73
Sub total	20,443.00	2,867.18	23,310.18	4,752.73
Fundraising (gross)				
Youth programme and activities	78.00		78.00	8,142.04
Fundraising	-		-	-
Sub total	78.00	-	78.00	8,142.04
Investment income				
Bank interest	-		-	-
Property Rent income	2,230.50	-	2,230.50	3,750.50
Sub total	2,230.50	-	2,230.50	3,750.50
Total Gross Income	27,663.68	2,867.18	30,530.86	27,522.13
Asset and investment sales, etc.	-	-	-	-
Total receipts	27,663.68	2,867.18	30,530.86	27,522.13

1st Normandy Scout Group

Receipts and Payments Account

For the year from	1st April 2020	To	31st Mar 2021
-------------------	----------------	----	---------------

Receipts and payments

	2020/21 Unrestricted funds £	2020/21 Restricted funds £	2020/21 Total funds £	2019/20 Total funds £
Payments				
Charitable Payments				
Youth programme and activities	574.76	-	574.76	9,153.86
Refunds	105.00	-	105.00	-
Rent & Rates	-	-	-	-
Water and Sewerage	83.14	-	83.14	805.53
Electricity and Gas	540.78	-	540.78	1,118.10
Insurance	778.27	-	778.27	520.88
Alarm, Security & Fire	1,093.04	-	1,093.04	273.54
HQ Repairs and Renewals	4,597.68	-	4,597.68	145.32
HD Maintenance Equipment	-	-	-	335.51
Equipment	2,418.15	-	2,418.15	
Stationery and admin costs	-	-	-	8.02
Uniforms, badges & books	230.65	-	230.65	644.38
Flooring	-	4,509.20	4,509.20	
Boiler inc. Serv. Contract	2,488.42	-	2,488.42	-
Internet	30.00	-	30.00	-
Training	-	-	-	68.00
Tents etc	150.00	-	150.00	204.80
Bank charges	69.00	-	69.00	60.00
Cleaning	286.12	-	286.12	540.00
Misc	-	-	-	-
Sub total	13,445.01	4,509.20	17,954.21	13,877.94
Fundraising expenses				
Sub total	-	-	-	-
Total Gross Expenditure	13,445.01	4,509.20	17,954.21	13,877.94
	-			
Total payments	13,445.01	4,509.20	17,954.21	13,877.94
Net of receipts/(payments)	14,218.67	- 1,642.02	12,576.65	13,644.19
Cash funds last year end	33,837.46	4,752.73	38,590.19	24,946.00
Cash funds this year end	48,056.13	3,110.71	51,166.84	38,590.19

Statement of assets and liabilities at the end of the year

	2020/21 Unrestricted funds £	2020/21 Restricted funds £	2020/21 Total funds £	2019/20 Total funds £
Cash funds				
Bank current account	48,056.13	3,110.71	51,166.84	38,590.19
Bank deposit account	-	-	-	-
Total cash funds	48,056.13	3,110.71	51,166.84	38,590.19
Other monetary assets				
Tax claim	-	-	-	-
Debts due from the County/Area/District/Group	-	-	-	-
Insurance claim	-	-	-	-
Sub total	-	-	-	-
Investment assets				
Investment property - detail	-	-	-	-
Quoted investments	-	-	-	-
Other investments - detail	-	-	-	-
Sub total	-	-	-	-
Non monetary assets for charity's own use				
Badge stock	-	-	-	-
Shop stock	-	-	-	-
Other stock	-	-	-	-
Land and buildings	-	-	-	-
Motor vehicles	-	-	-	-
Scouting equipment, furniture etc	-	-	-	-
Other	-	-	-	-
Sub total	-	-	-	-
Liabilities				
Accounts not yet paid	-	-	-	-
Expenses incurred but not invoiced	-	-	-	-
Subscriptions not yet paid	-	-	-	-
Loan - detail	-	-	-	-
Other liabilities	-	-	-	-
Sub total	-	-	-	-

Contingent liabilities and future obligations

The above receipts and payments account and statement of assets and liabilities were approved by the Trustees on date of the Executive Committee meeting that approved the accounts) and signed on their behalf by David Lowther

(the

Signature

Print Name

Chair	David Lowther
Treasurer	Samantha Tod

England & Wales

Template 1: Unqualified report for a non-company charity preparing receipts and payments accounts with a gross income of £250,000 or less in the relevant financial year

Independent examiner's report to the trustees of 1st Normandy Scout Group Scout Council

I report to the trustees on my examination of the accounts of the **1st Normandy Scout Group** for the year ended 31st March 2012.

Responsibilities and basis of report

As the charity trustees of the 1st Normandy Scout Group 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 1st Normandy Scout Group 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 giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the 1st Normandy Scout Group as required by section 130 of the Act; or
2. the accounts do not accord with those records.

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.

Signed:

Name: David Walker

Relevant professional qualification or membership of professional bodies (if any): FCCA (ret'd)

Address: 22 Sutherland Avenue, Jacobs Well, Guildford. GU5 7QX

Date: 21st May 2021