

Trustees' Annual Report

For the period



From (start date)

0 1 0 4 2 4

to (end date)

3 1 0 3 2 5

Section A

Reference and administration details

Charity name

5TH REIGATE SCOUT GROUP

Registered charity number (if any)

3 0 5 7 8 3

HQ registration number

1 0 0 1 4 4 4 3

Charity's principal address

NEWTON HAZEL HALL

13 BATTLEBRIDGE LANE

MERSTHAM, SURREY

Postcode

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Names of the charity trustees who manage the charity:

	Trustee Name	Office (if any)	Dates acted if not for whole year
1	LORAIN MOUNTAIN	CHAIR	
2	PETER WOLSEY	TREASURER	
3	NICCK REDDMAN	TREASURER	
4	GRAHAM MOUNTAIN	GROUP LV	
5	SIMON PINTO	TEAM LEADER (B)	
6	PETER SALVAGE	VOLUNTEER (C)	
7	VINCENT POTTER	TEAM LEADER (C)	
8	DAWN MARTIN	TEAM LEADER (B)	
9	DAVID MOUNTAIN		
10			
11			
12			

Section B

Structure, governance and management

Description of the charity's trusts

Type of governing document
(e.g. trust deed, constitution)

The Group's governing documents are those of the Scout Association. They consist of a Royal Charter, which in turn gives authority to the Bye Laws of the Association and the Policy, Organisation and Rules of the Scout Association.

How the charity is constituted
(e.g. trust, association, company)

The Group is a Trust established under rules which are common to all Scouts.

Trustee selection methods

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

Additional governance issues

Policies and procedures adopted for:

- a) The induction and training of trustees;
- b) Trustees' consideration of major risks and the systems and procedures to manage them.

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

The Board consists of 3 independent representatives, Chair, Treasurer and Secretary together with the Group Scout Leaders team, individual section leaders (if opted to take on the responsibility) and parent's representation and meets every 2 - 3 months.

Members of the Board of Trustees have completed '*Essential Information for Executive Committee*' training. New members complete training within the first 5 months of joining the committee.

This Board of Trustees exists to support the Group Scout Leaders Team in meeting the responsibilities of the appointments and is responsible for:

- The maintenance of Group property;
- The raising of funds and the administration of Group finance;
- The insurance of persons, property and equipment;
- Group public occasions;
- Assisting in the recruitment of leaders and other adult support;
- Appointing any sub committees that may be required;
- Appointing Group Administrators and Advisors other than those who are elected.

Risk and Internal Control

The Board of Trustees has identified the major risks to which they believe the Group is exposed, these have been reviewed and systems have been established to mitigate against them. The main areas of concern that have been identified are:

Damage to the building, property and equipment. The Group would request the use of buildings, property and equipment from other, local organisations such as the church, community centre and other Scout Groups. Similar reciprocal arrangements exist with these organisations. The Group has sufficient buildings and contents insurance in place to mitigate against permanent loss.

Injury to leaders, helpers, supporters and members. The Group through the capitation fees contributes to the Scout Associations national accident insurance policy. Risk Assessments are undertaken and reviewed before all activities.

Reduced income from fund raising. The Group is primarily reliant upon income from subscriptions and fundraising. The group does hold a reserve to ensure the continuity of activities should there be a major reduction in income. The Committee could raise the value of subscriptions to increase the income to the group on an ongoing basis, either temporarily or permanently.

Section B (continued)

Reduction or loss of leaders. The group is totally reliant upon volunteers to run and administer the activities of the group. If there was a reduction in the number of leaders to an unacceptable level in a particular section or the group as a whole then there would have to be a contraction, consolidation or closure of a section. In the worst case scenario the complete closure of the Group.

Reduction or loss of members. The Group provides activities for all young people aged 6 to 18. If there was a reduction in membership in a particular section or the group as whole then there would have to be a contraction, consolidation or closure of a section. In the worst case scenario the complete closure of the Group.

The group has in place systems of internal controls that are designed to provide reasonable assurance against loss, these include two signatories for all payments and comprehensive insurance policies to ensure that insurable risks are covered.

Section C

Objectives and activities

Summary of the objects of the charity set out in its governing document

The Purpose of Scouting

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

The Values of Scouting

As Scouts we are guided by these values:

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

Respect - We have self-respect and respect for others.

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

Belief - We explore our faiths, beliefs and attitudes.

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

The Scout Method

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

- enjoy what they are doing and have fun
- take part in activities indoors and outdoors
- learn by doing
- share in spiritual reflection
- take responsibility and make choices
- undertake new and challenging activities
- make and live by their Promise.

Summary of the main activities in relation to these objectives

All Sections continue to undertake activities which are adventurous and exciting such as, camping, hiking, climbing, archery, shooting and axe throwing. Other activities within Sections may be related to personal progress, such as badge work and community service. Young people are encouraged to plan their own activities to encourage thought for others and self awareness.

Additional details of the objectives and activities

Contribution made by volunteers;

All Leader, helpers and Board of Trustees Members are Volunteers and as such give their time and expertise free of charge.
A large number of volunteers are needed to facilitate the work carried out and the Board of Trustees and Group Lead Volunteer are always actively seeking to enrol new volunteers to our Group.

Public benefit statement:

The Group meets the Charity Commission's public benefit criteria under both the advancement of education and the advancement of citizenship or community development headings.

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

During this year we have actively engaged with over 260 Young People from our 2 squirrel Dreys, 3 Beaver Colonies, 2 Cub Packs and 2 Scout Troops as well as our Explorer Unit. We have enabled all ages and abilities too undertake outdoor adventurous activities and to achieve personal goals through badge and group activities. Our Volunteers have worked to ensure that all Young People have had many opportunities for all types of activities.

Section E

Financial Review

Statement of the charity's policy on reserves

Reserves Policy

The Group's policy on reserves is to hold sufficient resources to continue the charitable activities of the group should income and fundraising activities fall short. The Board of Trustees considers that the group should hold a sum equivalent to 12 months running costs, circa £20,000.

The Group holds reserves of approximately £21,000 against this at year end. This is above the level required for operating expenses.

Details of any funds materially in deficit

None

The charity's principal sources of funds

Investment Policy

The Group's Income and Expenditure is very small and as a consequence does not have sufficient funds to invest in longer-term investments such as stocks and shares. The Group has therefore adopted a low risk strategy to the investment of its funds. All funds are held in cash using only mainstream banks that may currently return small amounts of interest.

How expenditure has supported the key objectives of the charity;

Fundraising is carried out a when possible and the reinstatement of Santa Walks at Christmas has increased the ability to raise funds..

All expenditure is used for the benefit of the Group as a whole to advance the requirments of the young people within the Group in both physical and mental wellbeing.

The Board of Trustees regularly monitors the levels of bank balances and the interest rates received to ensure the group obtains maximum value and income from its banking arrangements. Occasionally this may involve using an account that requires a period of notice before funds may be withdrawn, before doing so the Board of Trustees considers the cash flow requirements.

Through available banking systems the Board have tried to mitigate the use of Volunteers using their own banking to cover large payments.

Section F

Other Optional Information

Future plans and details of any significant activities.

We continue to review the need for a replacement for our aging building. Fund raising continues to be required to ensure that we can go forward with plans to undertake this replacement as well as keeping our present equipment up to date. The acquisition of a minibus has assisted with many activities and cut our costs for transport. We have built a secure enclosure for our archery equipment and, with help from the Round Table, have a shelter for our minibus and the District Trailer.

Further recruitment of Volunteers continues and updated training for those already in post, remains a high priority as this will enable activities to be expanded. First Response training continues to be a priority.

A defibrillator and bleed kits are available to the Group and the Public during the times the Group is operating.

Section G

Declaration

The trustees declare that they have approved the trustees' report above

Signed on behalf of the charity's trustees

Signature(s)

 

Full name(s)

Loraine Mountain Graham Mountain

Position (eg Secretary, Chair)

Chair Group Lead Volunteer

Date

2 0 0 8 2 5



Receipts and payments accounts

For the period from	Period start date	To	Period end date
	01-Apr-23		31-Mar-24

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Sales	5,004	-	-	5,004	1,048
Subscriptions	36,617	-	-	36,617	30,700
Camps and Events Income (S/F)	28,306	-	-	28,306	21,842
Donation Received	1,622	-	-	1,622	3,890
Gift Aid Deposit	5,824	-	-	5,824	5,383
Fund Raising	1,843	-	-	1,843	6,021
Other Grants	-	-	-	-	3,500
Property Hire Income	2,952	-	-	2,952	5,320
Property Hire Sec Bond	1,400	-	-	1,400	-
Uniform Sales (Scarf / Shirt)	649	-	-	649	1,262
Interest Received	556	-	-	556	452
	-	-	-	-	-
Sub total (Gross income for AR)	84,773	-	-	84,773	79,418
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	84,773	-	-	84,773	79,418
A3 Payments					
Computer Software and maintenance	1046	-	-	1,046	1,223
Office costs	24	-	-	24	370
Licenses and Permits	170	-	-	170	-
Miscellaneous	167	-	-	167	35
Minibus Expenses	2,494	-	-	2,494	2,747
Accommodation	320	-	-	320	-
Charitable Donations	50	-	-	50	40
Bank/Finance Charges	2,532	-	-	2,532	1,647
Insurance	3,032	-	-	3,032	2,969
Travel	17	-	-	17	-
Medical Expenses	496	-	-	496	-
Camps and Events Expense (S/F)	27,267	-	-	27,267	18,145
Youth programme and activities cost	3,218	-	-	3,218	1,884
D of E Event Expense	64	-	-	64	-
Equipment Expense	4,468	-	-	4,468	17,371
Utilities	6,203	-	-	6,203	4,257
Property Hire Bond Refund	1,618	-	-	1,618	1,477
Property Maintenance	13,482	-	-	13,482	14,299
Property Security	254	-	-	254	-
District Subscription	13,780	-	-	13,780	11,520
Leader / Youth Training	812	-	-	812	533
Uniform Expenses	2,883	-	-	2,883	3,657
Trustees Expenses	229	-	-	229	691
Fundraising Event Costs	-	-	-	-	206
	-	-	-	-	-
Sub total	84,626	-	-	84,626	83,071
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	84,626	-	-	84,626	83,071
Net of receipts/(payments)	147	-	-	147	- 3,653
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	46,354	-	-	46,354	-
Cash funds this year end	46,501	-	-	46,501	- 3,653

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

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Natwest Current Account	8,730	-	-
	Natwest Business Reserve	15,476		
	Scottish Widows	21,838	-	-
	Petty cash	457	-	-
	Total cash funds	46,501	-	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets	Details	-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
	Stock	Unrestricted	-	-
	Scout hut	Unrestricted	-	-
	Motor vehicle	Unrestricted	-	-
	Scouting equipment and furniture	Unrestricted	-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	
		Peter Wolsey		
		Lorraine Mountain		



CHARITY COMMISSION
FOR ENGLAND AND WALES

Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the trustees

Charity Name
5th Reigate Scout Group

On accounts for the year ended

31 March 2025

Charity no
(if any)

305783

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

Responsibilities and basis of report

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

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

Independent examiner's statement

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

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

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

Signed:

Date:

4-9-2025

Name:

James Moreno

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

FCCA

Address:

39 Leigh Road

Cobham

Surrey KT11 2LF

Section B**Disclosure**

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

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

The previous accounts do not appear to have been prepared on a strict receipts and payments basis and, as a result, the Cash Funds balance declared in previous accounts have not historically agreed with the bank and cash balances actually held. This difference has accumulated over time, and the 2024 accounts declared cash funds at 31 March 2024 of £33,993 with actual cash funds of £46,354.

The 2025 accounts therefore restate the comparative 2024 cash fund balances to the actual figure of £46,354, and the 2025 accounts have been prepared on a full receipts and payments basis.