

1ST CLAYGATE SCOUT GROUP

England & Wales · Charity number 308135

Details

Other names	1ST CLAYGATE GROUP (SCOUTS)
Status	Registered
Legal form	Other
Registered	1977-03-19
Register	View on the Charity Commission register

Contact

Address	Claygate Scout Centre Oaken Lane Claygate Esher KT10 0RQ
Phone	01372 461770
Email	communications@claygatescouts.org
Website	www.claygatescouts.org

Activities

Objects: A UNIT OF THE SCOUTH ASSOCIATION.

Activities: ACTIVITIES AND TRAINING AS LAID DOWN BY NATIONAL ORGANISATION - THE SCOUT ASSOCIATION

Classification

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

Geography

- **Area of benefit:** CLAYGATE
- Surrey

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£188,235	£140,235	-	-
2024-03-31	£190,109	£225,978	-	-
2023-03-31	£205,463	£162,937	-	-
2022-03-31	£144,699	£116,952	-	-
2021-03-31	£86,894	£75,025	-	-

Trustees

Name	Role	Appointed
David Beaton Edwards		2025-06-22
Gary Ernest		
HUGH ROBERT GOSTLING		
Jonathan Charles Dawes		2013-01-25
MARK SPURGEON AULDS		2014-07-12
MS ROSY TREASURE		
ROGER JOHN HOAD		

1ST CLAYGATE SCOUT GROUP

England & Wales - Charity number 308135

Accounts

Trustees' Annual Report

for the period
1st April 2024 – 31st March 2025



The Scout Centre
Oaken Lane
Claygate
Surrey
KT10 0RQ

Section A: Reference and Administration Details

Charity Name: 1st Claygate Scout Group
Registered Charity Number.: 308135
HQ Registration Number.: 05971
Charity's principal address: see front cover

Names of the charity trustees who managed the charity during the year:

<u>Trustee Name</u>	<u>Office</u>	
Stuart Ballard	Chairman	[Ex-officio]
Gary Ernest	Treasurer	[Ex-officio]
Hugh Gostling	Group Scout Leader/Lead Volunteer	[Ex-officio]
Mark Aulds*	Trustee - Training	Elected
Rosy Treasure*	Trustee - Governance	Elected
Roger Hoad	Trustee - Estate Management	Elected
Jonathan Dawes	Trustee - Quartermaster	Elected
Emma Smith	Trustee - Communications	Elected (resigned Jan 2025)
Becky & Guy Billingham	Trustees - Parent Representatives	Elected

* Due to a change in roles adopted by the Scout Association in November 2024, the roles of Deputy GSL & Group Secretary no longer exist.

Names and addresses of advisers – there were none

Other appointments are

President	John Baldwin
Vice President	Allan Carruthers
Independent Examiner:	Ross Taylor

Visit www.claygatescouts.org for more pictures and to keep up to date by subscribing using the Keeping in Touch link on our Home Page!

Section B: Structure, Governance and Management

Description of the charity's trusts

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

The Group is a trust established under its rules which are common to all Scout Groups, and appoints its Trustees in accordance with the Policy, Organisation and Rules of the Scout Association.

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

During this period the Board has consisted of Chair, Treasurer and Group Scout Leader (Lead Volunteer) together with 7 elected Trustees and meets every 2 months. The members for the year under review are listed inside the front cover and met together during the period on the following dates: 22nd May 2024, 10th July 2024, 18th September 2024, 20th November 2024, 15th January 2025 and 19th March 2025.

Members of the Trustee Board have all completed Trustee Introduction Training and are all DBS-checked.

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

Risk and Internal Control

During the year and in line with latest guidance, the Group Trustee Board has generated a Risk Register which is maintained by the Treasurer. The register was approved at the Board meeting on 15th January 2025 and any outstanding actions required to mitigate risks were added to the action list for the Board. The status of risks has been added as a standing item on the Agenda and ongoing consideration of how to monitor risk is being considered. The Risk Register is considered to be a living document and will be reviewed at least annually.

Group Chairman's Statement

The following report is from **Stuart Ballard** Chairman of the Group Trustee Board.

It has been another dynamic and fulfilling year for 1st Claygate. Our mission to equip young people with essential life skills remains at the heart of everything we do, and it's rewarding to see that purpose reflected in the Group's continued energy and achievements.

Transformation and Digital Systems

The Scout Association's rollout of new digital systems and operational processes has brought changes across the Group. These are most visible in how our team is now structured and how roles are defined. Several members of the Trustee Board have dedicated considerable time to ensuring this transition was as smooth and effective as possible.

One key recommendation was the introduction of a risk register, which was established during the year. Our Treasurer oversees this, with periodic updates shared with the Trustee Board.

Financial Review

Careful financial stewardship underpins all that we do. While capital acquisitions this year—such as a new battery unit to complement our solar panels and a replacement trailer—were more modest than in 2024, our strong fundraising performance leaves us well positioned for the future.

Further financial details can be found later in this report.

Premises, Equipment and Transport

Maintaining our facilities and resources is vital to keeping the Group running effectively.

- Roger Hoad has continued to oversee our headquarters, ensuring a safe, functional environment.
- Maintenance days, supported enthusiastically by parents and volunteers, have helped keep our building and grounds in excellent condition.
- Colin Coburn, who stepped down as trustee during the year, has kindly continued to assist with the management of our minibuses and vans while we seek a long-term successor.
- Jonathan Dawes ensured our equipment remained serviceable, supporting camps and other events.
- We continue to lease a small parcel of land at the rear of our site from the neighbouring school for outdoor activities. With the lease due to expire later this year, we are in active discussions to secure a further ten-year term.

Fundraising

Fundraising remains central to our sustainability and success. This year saw a wide range of events supported by a committed team of volunteers and a generous local community.

The funds raised support both operational needs and future investment in our facilities. Every contribution—however small—makes a difference, enhancing our community connections and group well-being.

We are grateful for financial support from Surrey County Council, Claygate Parish Council, the Kenneth Green Foundation, and the John Laing Charitable Trust.

Community and Visibility

We remain deeply rooted in the Claygate community. The Group's visibility continues to be strong, and we are proud to support local initiatives and maintain positive community engagement.

Communications and IT

Effective communication ensures we stay connected with our members and the broader community.

- Emma Smith, who stood down this year, made a valuable contribution to our communications, and we thank her for her work.
- Rhid Tinkler continues to lead the improvement of our IT systems, which are increasingly vital in supporting the Group's operations.

Adult Support and Recruitment

We continue to welcome and encourage parents, carers, and local residents to contribute their time and skills to the Group. In particular, we are keen to involve more adults aged 18–25, whose input brings fresh energy and perspectives.

Parent Representatives

The Parent Representative system plays a vital role in linking families with the leadership team and helping ensure strong volunteer support.

Becky and Guy Billingham, who coordinated this system over the past year, are now stepping down. I extend sincere thanks to them and to all parent reps for their ongoing commitment.

Safeguarding and Risk Oversight

The safety and well-being of our young people is our highest priority. We continue to follow robust safeguarding procedures and ensure our leaders are appropriately trained.

“Safeguarding, health and safety” remains a standing item at Trustee Board meetings, reinforcing our commitment to a safe and secure environment.

Trustee Changes

We say farewell and thank you to several long-serving trustees:

- Rebecca and Guy Billingham, Emma Smith, and Colin Coburn have each contributed significantly to the Group's success.
- Alan Carruthers, who steps down as trustee but continues in his role as Vice-President, has offered steady and valued guidance over many years. We are grateful for his past service and ongoing support.

Final Reflections

A Scout Group like ours relies on the goodwill, time, and energy of hundreds of people. To our leaders, parent helpers, administrators, fundraisers, event volunteers, and Trustees—thank you.

I would like to express particular appreciation to Hugh, Mark, Gary, and Rosy, who continue to serve the Group Trustee Board with outstanding dedication.

In closing, I extend my heartfelt thanks to every member, volunteer, supporter, and partner who contributed to the Group this year. Your belief in the values of Scouting ensures we can continue to help young people grow, learn, and thrive.

Stuart Ballard, Group Chairman

Section C: Objectives and Activities

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.

The following report summarises the main activities in relation to these objects.

Group Scout Leader's Report

The 1st Claygate Scout Group has enjoyed another successful year with our membership remaining strong. The adult leadership has also remained strong with some coming and goings, but more of that later.

The wide-ranging experience and enthusiasm of our adult leader teams across the sections enables the provision of a full and varied programme, both during and outside regular meetings. This has resulted in the presentation of many badges, appointment of young people into positions of responsibility such as Patrol Leaders and young leaders. In addition, the leaders have provided our young people with the opportunity to complete and for many to achieve the top awards in every section.

One of the camping highlights for the Group was Group Camp held at Walton Firs campsite in May 2024 with over 200 young people and adults from the Group participating in a wide variety of activities.

Young people appreciate physically being with their friends, camping or being outdoors, learning new skills, hiking, navigating, fire lighting and putting those skills to the test. These interactions that occur outside of school are so very important and help young people to become grounded with a healthy lifestyle, both in body and mind. Scouting seeks to provide a sense of connection and belonging, and young people really benefit from working in groups and socialising. Scouting offers this naturally, alongside the training programme. These activities undertaken while working alongside young people are also good for adults.

The leaders and supporters have provided a full year of activities that has stimulated and engaged our young people, and these have been detailed in our newsletters over the year. These are available on our website at <https://www.claygatescouts.org/newsletters.php> and provided to all parents in hardcopy each term.

Last summer we had memorable camps in Morocco for Explorer Scouts, Appletreewick Wharfdale for Scouts and Youldbury Oxfordshire for Cubs. I am so proud of the way in which our section leader teams work together that gives Scouting its strength here in 1st Claygate. This strength is embedded across all nine Sections (4 Beaver Colonies, 3 Cub Packs, the Scout Troop and the Explorer Scout Unit) and across our activities in the Group; Paddlesports, DofE, Young Leader Programme and the 1st Claygate Scout and Guide Band.

The 1st Claygate Scout and Guide Band has been busy, parading at Surrey Scouts camp 'Scoutabout', the Lord Mayor's Show, Princess Alice Hospice and other events. They are now preparing to represent Scouting and Guiding at the Menin Gate Ceremony in Belgium in September as part of their 25th year celebrations.

I am proud to report that there was a large attendance from all sections for the annual Act of Remembrance at the Claygate including the Band where the Group joined the community at this important event.

The Young Leader programme continues to be a great success with our Explorer Scouts, who volunteer with the younger sections and this partnership between adult leaders and the young leaders has been a joy to see them in action and it is both motivational and inspiring.

As a Scout Group we rely on our team of leadership volunteers, some have been part of the Group for many years, one of their key strengths is that they all work together as a team to provide great Scouting, thank you to each and every one of them.

As Group Scout Leader along with the Group Trustee Board we cannot express enough our huge appreciation and admiration to all the leaders for enabling all these activities and achievements to take place and recognise the substantial time and effort required to plan and deliver them safely, all on a voluntary basis.

The Trustee Board led by the Chair, Stuart Ballard, has planned and overseen the strategy and finances of the Group, for which my thanks go to each of them for their support to me as Group Scout Leader

Stuart is standing down at the 2025 AGM and in this report, I wish to record my thanks to him of his leadership of the Trustee Board which has been effective but has also been done in a way which has been collegiate with everyone involved in the decision making. He joined the Group in 2008 as a Beaver Scout Leader and then became Chair in 2014. We thank him for his dedicated service to 1st Claygate.

The role of keeping this highly successful Scout Group alive and healthy is a pleasure as much as a challenge. My gratitude and thanks go to all of the Group's uniformed warranted leaders, section helpers, volunteers and all of the young leaders for their time given freely during the past year.

Looking forward

In 2025/26 we face some leadership challenges, we have two Section Leaders, Catherine Desson (Maple) and Lucy Stimson (Willow) standing down at the end of the summer term and need to find additional leaders to fill these roles.

In the Cub Section, we have been success in retaining Cubs in the sections and across the Beaver Sections, meaning there will be insufficient space for all the beavers going up in September and so need to start a fourth Cub Pack. We are actively recruiting, and if you have any ideas about who we could attract do let me know.

The Group membership remains high and to support this we need to address the following challenges for the coming year:

- In addition to the leader recruitment outlined above we must continue to recruit more leaders and volunteers to a mix of roles in the Group.

- Work closely on the development of our Explorer Scouts and young leaders as they enter adulthood.
- Ensure that the Training of Adults and young people is at the core of what we do.
- Following the Scout Headquarters transformation to team-based volunteering consider how to work with our adult teams to consider succession planning.,

Hugh Gostling, Group Scout Leader

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.

Subscriptions are charged for membership to cover immediate running costs of the Group and these do not unduly restrict membership. The Group follows the principle that no one should be excluded because of their inability to pay membership subscriptions.

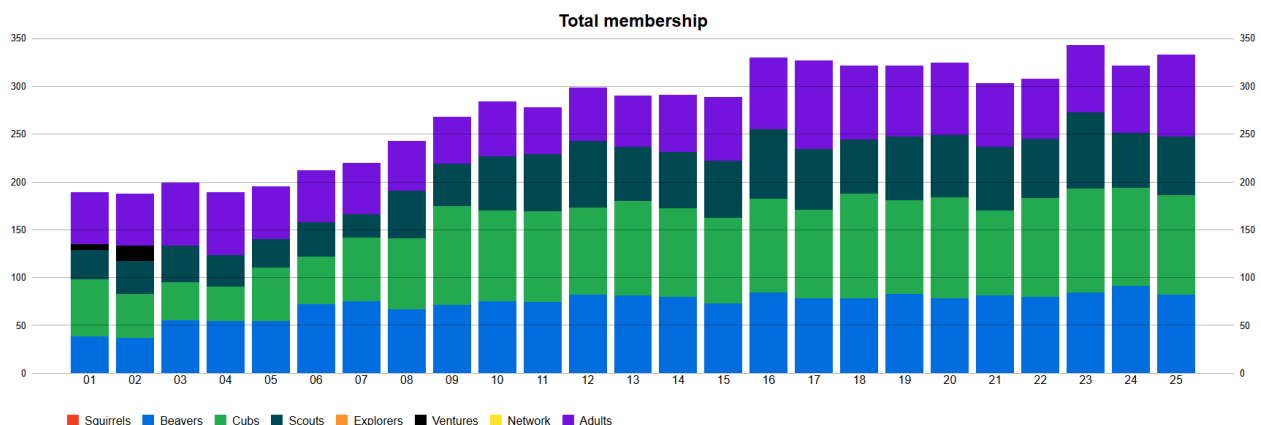
Two key principles which demonstrate that Scouting's aims are for the public benefit are that through the Scouting methods, young people develop towards their full potential and that there is a clear link between the benefits for young people and the purpose of Scouting. The safety of young people is taken very seriously, and the benefits which Scouting activities provide, far outweigh the risks. Any private benefits from Scouting are incidental, other than to those as a beneficiary.

The Group admits members primarily from the areas of Claygate and Esher.

Section D: Achievements and Performance

With 292 young people recorded on the annual census return in January 2025, 1st Claygate is one of the largest Scout Groups, by membership, within Surrey County Scouts.

Our growth since 2001 is shown in the chart below:



The varied, ambitious and balanced Scouting programme offered to young people during 2024/25 resulted not only in them learning skills for life whilst having fun, but the following awards:

- 43 Beaver Scouts earned the Bronze Chief Scout's Challenge badge (the top award available in the Beaver section) .
- 25 Cub Scouts earned the Silver Chief Scout's Challenge badge (the top award available in the Cub section).
- 6 Scouts earned the Gold Chief Scout's Challenge badge (the top award available in the Scout section).
- 12 Explorer Scouts earned the Platinum Chief Scout's Challenge badge, 45 gained the Diamond Chief Scout's Challenge badge (the top Chief Scout's Challenge badge available in Scouting), 5

earned the Duke of Edinburgh (DofE) Bronze award, 9 the DofE Silver award and 3 the God DofE Award. We had one 1 Queen's Scout Award.

Section E: Financial Review

The following report was prepared by **Gary Ernest**, Group Treasurer

Financial strategy

The long-term financial strategy of 1st Claygate Scout Group ("the Group") is:

- To fund through termly subscriptions regular expenditure at the Scout Centre such as administration, leader training, transport, cleaning, insurance and the annual membership fee paid to UK Scout Headquarters, Surrey County Scouts and Esher District Scouts.
- To make activities such as camps, trips, etc. self-funding.
- To finance capital expenditure such as building improvements, equipment for new activities, vehicles, camping and other equipment renewals, band instruments and IT from fundraising activities

Reserves Policy

Over the medium- to long-term we aim to maintain cash reserves at a level that enables us to continue to provide a full programme of activities and capital expenditure for three years in case of an unpredictable set of events which cause a reduction in the Group's revenues. We estimate this to be at least £115,000. This is our assessment of the worst-case scenario and assumes that our net fundraising falls by 50% and membership subscriptions decline by a third.

Our cash balance at the end of the financial year is above this level because of strong fundraising and reduced capex in 24-25. The Operational Scouters and the Trustee Board have identified a number of improvements to the Scout Centre and grounds which will be a call on our reserves during 2025/26 and 2026/27.

Investment policy

Surplus cash is held on instant access or fixed term deposit to generate a reasonable level of interest. Non-cash instruments, such as stocks and bonds, are not used.

Financial review 2024-25: receipts and payments

The accounts are prepared on a receipts and payments basis in line with current legislation for charities with receipts below £250k in their financial year.

Subscriptions and Gift Aid

Subscriptions increased by just £1 per term despite significant cost inflation pressures. This was possible due to the healthy state of the Group's finances. Gross subscription income was £47,566 (prior year (PY) £46,855).

Gift Aid on subscriptions, which provides an additional 25% income and helps keep the overall level of subscriptions down, was £12,000 (PY £12,339). We are very grateful for parents' continued support by registering for Gift Aid.

Fundraising

Our fundraising events were again successful, raising a net £47,548 (PY £45,978) to support our long-term capital expenditure needs. The most successful fundraising activities remain the sale and delivery of Christmas trees, the beer festival, the three jumble sales, bedding plant sales and fireworks night. We thank all parents and leaders who support fundraising with their time and goodwill.

Activities

Our sections carried out a full range of activities and events during the year:

- Beavers took part in the District Beaver Party and attended Group Camp at Polyapes
- Cubs attended District Camp at Polyapes and undertook a weekend camp at Youlbury Scout Adventures
- Scouts attended Scoutabout at the South of England Showground, as well as summer camp at Appletreewick in North Yorkshire
- Explorers undertook a two-week summer expedition to Morocco
- The Band once again attended the Lord Mayor's Show and played their annual concert at Holy Trinity church

Individual activities outside the Scout HQ largely break even or make a small surplus; this is used to fund the purchase of badges and weekly activities at the Scout Centre. Across all sections activities generated a loss of £(1,660) (PY loss £(8,561)), the smaller loss in 24-25 being due to funds received in advance for the forthcoming Scouts' summer camp and the band trip to Ypres in September 2025.

Donations received

We received donations of £9,447 (PY £10,204). This includes once again a generous donation of £5,000 from the Kenneth Green Foundation towards the cost of adding additional batteries to our solar panel system. We also received a donation of £2,500 from the John Laing Charitable Trust and smaller value donations from several other organisations and individuals.

Other Income

Includes:

- Bank interest of £4,715 (PY £4,079)
- £2,034 (PY £1,200) for energy generated by our solar panels and sold back to the grid, reflecting the output of the additional solar panels installed in 2023
- Charges out for equipment, the minibuses and scout van, which are used by local schools and other local charities of £2,1231 (PY £2,864)

Costs

Overheads excluding capital expenditure were £62,331 (PY £75,765). Details:

- The cost of running the Scout Centre, which includes insurance, gas and electricity, water rates, maintenance of the building/grounds and cleaning, was £29,927 (PY £43,926). The reduction was due to the cost of redecorating the main hall, foyer and toilets incurred in 23-24.
- The cost of running the minibuses and van was £5,742 (PY £9,344), the higher cost in 23-24 being due to remedial work to re-paint the oldest minibus and additional works to improve the longevity of the vehicles.
- The membership levy to Scouts HQ, County and District was £16,613 (PY £15,039), the increase being due to a £5 increase of the HQ levy used to fund new IT, increased legal support and leader training.
- Other costs of £10,049 (PY £7,456) include newsletters, office costs, donations made, bank charges, training and equipment maintenance.

Capital expenditure

Following record capital expenditure in 23-24 (including replacement minibus, solar panels and battery storage, new toilet on the upper level), capex this year was at a more subdued level. Main items of expenditure were:

- A replacement trailer £2,306
- An additional battery unit to store excess energy generated by the solar panels £4,170

- Equipment for scouting activities including tents £6,187
- Kitchen equipment and furniture of £796.

Cash

The cash balance on 31st March 2025 was £152,948 compared to £104,947 at 31st March 2024. £119,003 (PY98,296) is held in interest bearing accounts.

Assets and liabilities

As the accounts are maintained and prepared on a cash basis, there is no Group balance sheet.

1st Claygate Scout Group		308135		CC16a
Receipts and payments accounts				
For the period from	1st April 2024	To	31st March 2025	

Section A Receipts and payments

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
A1 Receipts					
Membership subscriptions	47,566	-	-	47,566	46,855
Less: Levy for District, County & HQ	(16,613)			(16,613)	(15,039)
Membership subscriptions retained	30,953	-		30,953	31,816
Gift Aid	12,000	-	-	12,000	12,339
Regular Fundraising Gross	79,766	-	-	79,766	80,418
Income from Activities	47,199	-	-	47,199	39,652
Donations & Use of Equipment	11,568	-	-	11,568	13,069
Grants and other income received	-	-		-	6,534
Solar panels	2,034	-	-	2,034	1,200
Bank interest	4,715	-	-	4,715	4,079
Sub total (Gross income for AR)	188,235	-	-	188,235	189,109
A2 Asset and investment sales					
Sale of Assets	-	-	-	-	1,000
Sub total	-	-	-	-	1,000
Total receipts	188,235	-	-	188,235	190,109
A3 Payments					
Premises	29,927	-	-	29,927	43,926
Regular Fundraising expenditure	32,218	-	-	32,218	34,440
Activities	48,839	-	-	48,839	48,233
Transport	5,742	-	-	5,742	9,344
Administration	6,773	-	-	6,773	4,702
Donations	1,837	-	-	1,837	1,800
Equipment Maintenance	1,440	-	-	1,440	956
	-	-	-	-	-
Sub total	126,775	-	-	126,775	143,401
A4 Asset and investment purchases					
New minibus/vehicles	2,306	-	-	2,306	43,395
Solar panels	4,170	-	-	4,170	23,386
Building works	-	-	-	-	12,420
Equipment for scouting activities	6,187	-	-	6,187	3,034
Other capital expenditure	796	-	-	796	343
Sub total	13,459	-	-	13,459	82,578
Total payments	140,234	-	-	140,234	225,978
Net of receipts/(payments)	48,000	-	-	48,000	(35,870)
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	104,947	-	-	104,947	140,817
Cash funds this year end	152,948	-	-	152,948	104,947

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	Current accounts	33,445	-	-
	Deposit Accounts	119,003	-	-
	Petty Cash	500	-	-
	Total cash funds	152,948	-	-
		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)
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
	Signature	Print Name		Date of approval
Signed on behalf of all the trustees		Stuart Ballard, Group Chairman		22nd June 2025
		Gary Ernest, Group Treasurer		22nd June 2025



CHARITY COMMISSION FOR ENGLAND AND WALES

Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the trustees/ members of

Charity Name
1st Claygate Scout Group

On accounts for the year ended

31st March 2025

Charity no (if any)

308135

Set out on pages

12 & 13 of this Annual Report

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

Responsibilities and basis of report

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

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

Independent examiner's statement

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

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

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

Signed:

Date:

05/06/25

Name:

Ross Taylor

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

Address:

57 Oaken Lane, Claygate, Esher, KT10 0RQ

Section F: Other Optional Information

There is none.

Section G: Declaration

The Trustees declare that they have approved the Trustees' report above.
Signed on behalf of the charity's trustees:

Stuart Ballard, Chairman

If you have any enquiries about this report or would like more information about 1st Claygate Scout Group, please contact either:

Stuart Ballard
Hugh Gostling

Group Chairman
Group Scout Leader

Tel: 0208 339 0423
Tel: 01372 464580

1ST CLAYGATE SCOUT GROUP

England & Wales - Charity number 308135

Accounts

Trustees' Annual Report

for the period

1st April 2023 – 31st March 2024



The Scout Centre
Oaken Lane
Claygate
Surrey
KT10 0RQ

Section A: Reference and Administration Details

Charity Name: 1st Claygate Scout Group
Registered Charity Number.: 308135
HQ Registration Number.: 05971
Charity's principal address: see front cover

Names of the charity trustees who managed the charity during the year:

<u>Trustee Name</u>	<u>Office</u>	
Stuart Ballard	Chairman	[Ex-officio]
Gary Ernest	Treasurer	[Ex-officio]
Rosy Treasure	Secretary	[Ex-officio]
Hugh Gostling	Group Scout Leader	[Ex-officio]
Mark Aulds	Deputy Group Scout Leader	[Ex-officio]
Roger Hoad	Estate Management	Elected
Colin Coburn	Transport	Elected
Jonathan Dawes	Quartermaster	Elected
Emma Smith	Communications	Elected
Becky & Guy Billingham	Parent Representatives	Elected
Allan Carruthers	Vice President	Elected

Names and addresses of advisers – there were none

Other appointments are

President **John Baldwin**
Independent Examiner: **Ross Taylor**

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The Group is a trust established under its rules which are common to all Scout Groups, and appoints its Trustees in accordance with the Policy, Organisation and Rules of the Scout Association.

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

During this period the Board has consisted of 3 independent representatives, Chair, Treasurer and Secretary together with the Group Scout Leader and Deputy Group Scout Leader, individual section leaders (by request) and parent representation, and meets every 2 months. The members for the year under review are listed inside the front cover and met together during the period on the following dates: 10th May 2023, 19th July 2023, 20th September 2023, 15th November 2023, 17th January 2024 and 20th March 2024.

Members of the Trustee Board have completed Trustee Introduction Training within the first 5 months of joining the Board and are all DBS-checked.

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

Risk and Internal Control

The Group Trustee Board 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:

1. *Injury to leaders, members, helpers and supporters: Risk Assessments are undertaken before all activities whether virtual or face to face. These follow guidance from the Scout Association and Government as appropriate. In addition, the Trustee Board has a standing item on their meeting agenda to consider any mitigating action required to address any reported incidents. The Group, through the annual membership fees, contributes to the Scout Association's national accident insurance policy.*
2. *Reduced income from fundraising: 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 (see Financial Strategy on page 15). The Trustees could raise the value of subscriptions to increase the income to the Group either temporarily or permanently.*
3. *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 might have to be closures. To mitigate this the Group actively encourages all new parents to assist in whatever way they can and guarantees places for leaders' children.*
4. *Reduction or loss of members: The Group provides activities for all young people aged from 6 years of age and upwards. If there was a reduction in membership in a particular section or the*

Group as a whole then there would have to be a contraction, consolidation or closure of a section, or in the worst-case scenario, the complete closure of the Group.

5. *Any event causing widespread or severe health issues among young people, leaders and others, which impact the Group:* Sections will be run virtually using tools like Zoom. Risk assessments for the resulting scenarios will be considered and implemented following Government guidance and guidance from the Scout Association as appropriate. Expenditure will be monitored to ensure lower revenue does not adversely impact the Group's financial situation.

The Group has in place systems of internal controls that are designed to provide reasonable assurance against material mismanagement or loss. These include 2 signatories for all bank payments and comprehensive insurance policies to ensure that major insurable risks are covered.

Group Chairman's Statement

The following report is from **Stuart Ballard** Chairman of the Group Trustee Board.

I am pleased to present the Chairman's Statement for the 1st Claygate Annual Report 2024. Another eventful Scouting year at 1st Claygate, with much to share. Preparing young people with skills for life is at the heart of Scouting, and it's great to see that happen so successfully in our Group.

Financial review

Prudent financial management is crucial to sustaining our Group. We made some material capital acquisitions this year (a new minibus and some new solar panels). At each meeting expenditure against budget is reviewed and any requests for special events or capital expenditure considered.

Further details on the financial review are in Section E of this report.

Premises upkeep and Vehicles

The upkeep of our premises (building & grounds), equipment, and vehicles is essential to the smooth running of our activities. **Roger Hoad** has worked diligently to ensure the building was always in a fit state and safe for our young people to use. In addition to managing the regular servicing of boilers, alarms, extinguishers etc., he has overseen the installation of additional solar panels. We have begun the negotiations to renew the long-term lease for the wooded land at the back of the Scout Centre.

The maintenance days that were run during the year were well attended by parents and other volunteers and ensured the building and grounds were kept in top condition.

Jonathan Dawes ensured we had equipment in a fit state so camps and numerous other activities could proceed smoothly.

Colin Coburn managed our minibus and vans ensuring they were always available for the many activities that they are used in connection with. In particular has overseen the purchase of a new minibus for the Group and established an on-line booking system for vehicle use. He also ensures the regular maintenance of vehicles is undertaken.

Fundraising

Fundraising remains a cornerstone of our financial stability. We are grateful for the creativity and dedication of our fundraising champions and the generosity of those that support the various events and our individual donors.

The financial statements provide more information on revenue and expenditure from our fund-raising events. Any surplus generated provides capacity for larger capital expenditure and remains a key part of our budget planning each year.

With more fundraising events comes the need for more volunteers. It needs to be recorded that however small a part you play it is all very helpful to our raising money, contributing to community relations and group wellbeing.

We acknowledge the support from Surrey County Council and Claygate Parish Council, as well as similar organizations that have provided financial support. In particular, thank you to the Kenneth Green Foundation for its generous donation to the Group during the year.

Charitable activity & community relations

Our Scout Group has always prided itself on being an integral part of the local community. The Group's profile in Claygate remains high and we are committed to our role of supporting the local community where we can.

Publicity and Communications

Effective communication is vital in ensuring that our Scout Group remains visible and accessible to both current and potential members, and to the wider public. **Emma Smith** continues to handle this efficiently for us.

Parent representatives

The Parent Representatives acts as a liaison between parents and leadership and also ensures there is appropriate volunteer support for our various events. **Becky and Guy Billingham** continue to co-ordinate this and I thank them for this.

Adult Recruitment, Support and Training

While we have achieved much in the past year, there is always room for growth and improvement. We welcome the involvement of parents, guardians, and members of the community who wish to contribute their time, skills, or resources to support our Scout Group. Your assistance is invaluable in helping us continue to provide exceptional experiences for our young people. In particular, we would welcome contributions from those in the 18-25 year age group.

Ensuring that adults are adequately trained and that risk assessments have been carried out for all activities is a major and important role carried out mainly by our Deputy Scout Leader and Training advisor, **Mark Aulds**.

Safety, Safeguarding and Risk Management

The safety and well-being of all involved in the Group's activities is paramount. We have continued to adhere to high standards of safety and safeguarding protocols. Our leaders undergo training to ensure they are equipped to create a secure environment.

The principal risks of running the Group are outlined above. "Safeguarding, health and safety" is a standing agenda item at the Group Trustee Board meetings, as we continue to ensure this important subject is given the attention it deserves.

Thanks

A successful Scout Group like ours relies on the help and support of literally hundreds of people. Thank you to all who have contributed to the Group in the last year. Our team of leaders give up so much of their time to ensure they continue to deliver fun and skills to our young people. The adults and parents who help at meetings and activities are key to this. To those who support the Group in some capacity whether on the Group Trustee Board or Scout Active Support team, assisting at fund raisers, doing administration, practical help or whatever, a big thank you. Particular thanks go to those people mentioned in the paragraphs above and of course to Hugh, Mark, Gary, and Rosy on the Group Trustee Board who each devote so much of their time to the Scouting movement.

In closing, I want to express my sincere gratitude to every member, volunteer, supporter, and sponsor who has made the past year such a success. It is your dedication, passion, and belief in the power of Scouting that enables us to continue to help our young people learn and grow.

Whilst our trustees provide a wide range of skills to support the Scouters Team, we also make use of the specialist skills of supporters like **Rhid Tinkler** who maintains our website and deserves a special mention for his commitment to improving the way we do things.

If you are interested in joining the Trustee Board, please contact either Hugh or Stuart. In particular, we would love to hear from those in the 18-25 year age group.

Section C: Objectives and Activities

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.

Group Scout Leader's Report

2023/24 was a year when we at 1st Claygate provided Scouting for over 250 young people, helping them to gain skills for life, have experiences they will never forget and make friendships that will potentially last a lifetime.

Young people appreciate physically being with their friends, camping or being outdoors, learning new skills, hiking, navigating, fire-lighting and putting those skills to the test. These interactions that occur outside of school are so very important and help young people to become grounded with a healthy lifestyle, both in body and mind. Scouting seeks to provide a sense of connection and belonging, and especially since the restrictions imposed during the pandemic, young people really benefit from working in groups and socialising. Scouting offers this naturally, alongside the training programme.

The leaders and supporters have completed a full year of activities that has stimulated and engaged our young people, and I am sure the section reports will detail these and recall great memories for everyone. You will find more details in the Newsletters.

As a Scout Group we rely on our team of leadership volunteers, some of whom have been part of the Group for many years and others for just a few months or a few years and everyone's involvement is very, very important. The key part is how we work as a team to provide great Scouting.

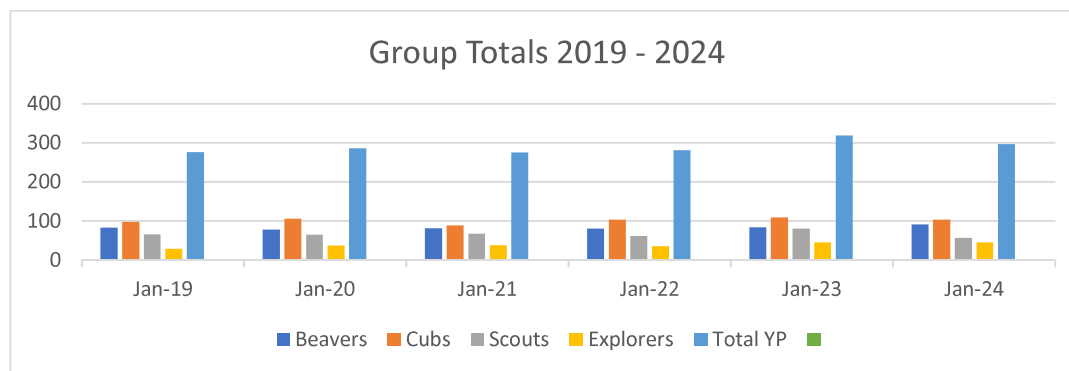
The role of keeping this highly successful Scout Group alive and healthy is a pleasure as much as a challenge. My gratitude and heartfelt thanks go to all of the Group's uniformed warranted leaders, section helpers, volunteers and all of the young leaders for their time given freely during the past year.

The Trustee Board led by the Chair, Stuart Ballard, has planned and overseen the strategy and finances of the Group, my thanks to each of them for their support.

Last summer we had camps in Kandersteg for Scouts, Scotland for Explorers and a cub trip to HMS Belfast. This summer the young people are looking forward to Morocco, Appletreewick in Yorkshire and Youldbury in Oxfordshire.

I am so proud of the way that our section leader teams work together which gives Scouting its strength here in 1st Claygate. This strength is embedded across all nine Sections (4 Beaver colonies, 3 Cub Packs, the Scout Troop and the Explorer Scout Unit) and across our other support activities in the Group: Paddle Sports, DofE, Young Leader Programme and the 1st Claygate Scout and Guide Band. I hope you will enjoy reading more details of what activities these sections have undertaken during the year in question.

Membership Numbers



You will see that our numbers when measured in January 2024 had reduced by 22 from 2023. This is largely due to the fact that the census was taken at a slightly different time of year than in previous years and some legacy effects of Covid feeding into the Scout Troop numbers.

This year has seen young people gaining awards and also being seen out and about enjoying their Scouting. Of particular note is the first Kings Scout Award to David Grosse. David has been a member of the Group since he was six and it is to the credit of everyone who worked with him over the years that he has reached the highest award a young person can achieve.

This annual report is a summary of what has been achieved in the Group. There is a tremendous amount to be proud of, and it is this great leadership community right across 1st Claygate comprising of adults and young leaders within all sections, that provides the inspiring programmes for young people, and I give thanks for everything they are doing.

Last year I stated that as a Scout Group we would focus on four key areas, and below is an update on each of these areas:

- Continue to recruit more leaders and volunteers to a mix of roles in the Group. - *This remains work in progress, and we recognise in particular, the need to recruit additional adults for the Beaver Colonies*
- Work closely on the development of our Explorer Scouts and young leaders as they enter adulthood.- *This work continues and David Grosse achieving his Kings Scout Award is the first sign of successful delivery.*
- Introduce further ways of using digital technology to make life easier for everyone, including communications with past members and friends.- *This remains an ongoing programme of work.*
- Ensure that the Training of Adults and young people is at the core of what we do.- *The Scout Association is in the process of reviewing training as part of its transformation programme. Much of*

the training needs to be undertaken on a three-yearly cycle and our adults have embraced this requirement such that we are up to date on this training, although keeping up to date is an ever-moving target.

The dedication of our truly inspiring adults across all the sections and activities is to be celebrated and they should be thanked many times over.

I offer my thanks and gratitude to everyone involved in 1st Claygate Scout Group, who ensures Scouting continues to provide fun, challenge, adventure and companionship to young people and adults alike –

Thank You

Thank You

Thank You

Adult Leaders

We have welcomed the following new leaders to the Group during the year

Sam Burgess, Julie Catling and Trinity Wang.

In addition, we welcome back **Paul Edwards**, who has rejoined us after a brief period away.

Looking forward

We have new challenges to face in 2024/25 and I know that we are strong enough to focus and meet these challenges which are now linked to the Scout Association's plans about **transforming volunteering** within Scouts to make it easier, more enjoyable and rewarding.

The aims of the programme include giving a warm welcome to everyone, delivering better learning and simplifying how we volunteer together as a team.

So, the challenges ahead in 2024/25 are to:

- Adopt the new Transformation Programme as it is rolled out by the Scout Association in 2024/25,
- Continue to deliver on more leaders and volunteers to a mix of roles in the Group, utilising the transformation guidelines
- Continue to work closely on the development of our Explorer Scouts and young leaders as they enter adulthood.
- Ensure that the Training of Adults and young people remains at the core of what we do.

Beaver Activities Report

The following report is from Micheline Foreman on behalf of the Beaver Leader Team listed at the end.

During the Summer term we try to do as many outdoor activities as possible with cooking on a campfire, putting up a tent, den building, caving as some of the favourites.

We also celebrated the King's Coronation in May.

The Beavers turned Nature Detectives for the Group Activity Weekend at Polyapes in May 2023, with some sleeping over in indoor tent pods. They had great fun toasting bread on a fire, doing a scavenger hunt, making a pooter to collect insects, archery, making a bee hotel, making a catapult, making a collage of natural materials and a wide game. In the evening, they joined the whole group to sing around the campfire. In the morning those that stayed took part in the Scout's Own and we said our goodbyes to those Beavers moving up to our Cub section.

Every three years Esher District organises Escapade so the Beavers had another weekend with a sleepover in June this time at Walton Firs. In their groups, the Beavers could choose which activities they wanted to do and earn stamps at certain activity stations. Upon completion, they received a 2023

Escapade woggle. There was also a Tug of War competition between all the Beaver Colonies in which the Claygate Beavers did very well.

During the Autumn term we worked on our Skills Challenge Badge. Some of the activities that spring to mind: were making alien models, cycling, European food tasting and visiting Holy Trinity Church.

In December a delegation of Beavers and leaders visited a care home which is now home to Graham, a former Cub, Leader and Vice President of 1st Claygate Scout Group. The Beavers gave the residents some of their 70 + hand-crafted angel lights, the balance being distributed to elderly people in the community thanks to our Group President John Baldwin.

For the Spring term the Beavers worked towards earning their Teamwork Challenge badges (alongside). As part of the Space badge, we had a look at the night sky and did some fun games learning about planets.

In February, Beavers attended the District Party with activities and a play themed around the Wizard of Oz.

A big thank you to all the Beaver leaders, section supporters and the young leaders for their dedication and support

Maple Leader Team **Catherine Desson, Namatra Kulkarni, Kirsty Turner, Sheree Yates**

Young Leaders: **Ruby Dunman, Jamie Aulds, James Edwards**

Oak Leader Team: **Micheline Foreman, Sam Burgess, Francois Conradie, Rob Farquhar, Vina Kapasiawala, Howard Dutton**

Young Leaders: **Nicole Elliot, Jess Warriss, Lydia Aulds, Izzy Miles, Daisy Hendrikx**

Sycamore Leader Team: **Emma Smith, Caroline Li, Andy Nowak, Oliver Seeley**

Young Leaders: **Zach Slater, Samuel Worthington, George Ball**

Willow Leader Team: **Lucy Stimson, Rosy Treasure, Tom Reid, Dominic Trueman, Chris Stephens.**

Young Leaders: **Thomas O'Brien, Ciara Stimson, Liam Hides, Red Gull.**



Cub Scouts Activity Report

The following report was provided by the Akelas **Catherine Hackett, Alistair Smith & Katie Ernest**

Summer 2023 was very busy for the Cub packs. We ran our normal weekly programme covering the Naturalist activity badge, camping pioneering and navigation skills as well as a Highland Games themed evening. In addition, we ran a Bug themed camp at Group Activity Weekend in May, took 70 Cubs to SCRAM, (County Activity Day) and the following weekend joined the group at Escapade – the Esher District All Sections camp.

Our pack holiday in the Autumn of 2023 involved taking 40 cubs on a visit to the Maritime Museum at Greenwich and then an overnight stay on HMS Belfast. Our weekly programme included looking at fire safety, elements of the global issues badge and covering the Entertainer badge through running a Cubs Got Talent evening. The Cubs once again baked biscuits and mince pies and created “hot chocolate reindeer” to sell at the Claygate Christmas Lights in aid of their chosen charity which was

the RSPCA raising £344.52. The Autumn term was rounded off by the annual trip to the Panto at Epsom to see the Wizard of Oz

The Spring term saw us working on our Disability Awareness badge and Lion pack enjoyed a visit and talk from someone with a visual impairment facilitated by Sight For Surrey. All packs took part in the District Quiz and the Lynx pack team went forward to represent Esher District at the County Final. For two weeks the pack programme was run by a group of Young Leaders who ran Swedish themed evenings which both helped the cubs to cover elements of the world challenge and international activity badge while enabling the Young Leaders to gain credit towards their King's Scout Award. We also ran our usual Sixer – Secnder weekend where older cubs gained experience of cooking over fires, brought ideas forward from their packs about themes and ideas for Group Activity Weekend, discussed what it means to be a sixer and enjoyed a session of mini-golf.

The Akelas would like to thank all the cub leaders for their support in planning and delivering the cub programme. We would also like to thank all the young leaders who support the cub sections both in weekly meetings and on camps and activities, as well as the cub parents and members of the wider group who volunteer, when we need additional adult support.

Scout Troop Activity Report

The following report was provided by Troop Leader, **Paul Smith**

A busy year for the Scouts started in May with our usual Group Camp, this year at Polyapes. In the summer we joined the Surrey County expedition to Kandersteg in Switzerland. A group of Scouts and leaders travelled by coach to the Alps and participated in hikes, rafting, high ropes, swimming and meeting up with Scouts from around the world at the international campsite. In the autumn term the troop took part in the Annual District Night Hike in the Surrey Hills and organised our local Christmas Post service. The older Scouts did a frost camp in February and other activities in the winter term included the annual day hike.



Explorer Scouts Activity Report

The following report is provided by **Simon Christmas**, Assistant Explorer Scout Leader

This last year has seen the Selachii Explorer Unit grow and flourish. With a significant number of Scouts joining, the overall number of active Explorers has increased, with an even greater diversity of gender and good cross-section of ages.

There was a well-attended Summer Expedition in the highlands of Scotland in July'23.

In addition, there was good progress in various Scout and DofE awards; we have been able to support expedition's for Platinum (DofE Bronze), Diamond (DofE Silver) and Kings Scout (DofE Gold) expeditions in areas ranging from Sussex to the New Forest and the Brecon Beacons. These expeditions have shown the Explorers as able and motivated as ever.

There was also a number of Explorers completing their Young Leader's qualification, and particular congratulations go to David Grosse for receiving his Kings Scout Award."

Throughout the terms we had a monthly focus on different core Scouting skills including cooking, fire lighting, navigation, personal skills and first aid. We interspersed this with activities such as climbing on a local climbing wall, the Winter Activity Weekend in the Peak District and cycling. We also took part in various District arranged activities, competing for the Scope Trophy award.

We have also continued to contribute in related Scouting initiatives such as the Band and volunteering.

So overall Explorers had a good active year with growing participation, greater diversity mixed with normal youthful enthusiasm.

And **Graham Copland-Cale**, Explorer Unit Leader adds ...

NO MORE PLEASE - 50 Explorers is enough!

Joking aside this last year has had an amazing group of young teenagers who have been enthusiastic and keen to engage, which makes it easier to run the current unit, also the Explorers have been busy putting a good amount of time and effort towards the "top awards" King Scout and DofE with particular congratulations to David Grosse.

I have a great team in **Simon, Ed and Harris** and also want to thank **Nikki Logan** for helping me with the ever increasing paperwork that is required these days, all helping to make the Claygate Explorers the biggest unit in the District !!

Explorer Scout Young Leaders at 1st Claygate

The following report was provided by **Jonathan Perkins**, County & District Young Leader Adviser.

The Group continues to benefit hugely from its Young Leader volunteers.

Young Leaders are Explorer Scouts who volunteer with one of our Beaver Colonies, Cub Packs or the Scout Troop. They plan, organise and run games, activities and parts of the programme. Young Leaders bring new ideas and youth-shaped thinking. They provide positive role models to the young people they're leading.



Claygate Young Leaders have been fully engaged with the Surrey Young Leader Scheme which provides a progressive leadership training programme from age 14 to 18. This is provided both online and at two conference days each year. Over 20 of our Young Leaders have attended one of these

conferences during the year. The leadership training culminates in the Senior Young Leaders receiving an externally-validated BTEC Level 2 Diploma in Teamwork and Personal Development in the Community.

Young Leaders stand out from their peers and friends because of their highly practical leadership capabilities and experience. They develop the essential transferable skills of Teamwork, Positivity, Communication, Problem Solving and Leadership which are the five key skills that employers and places of further education are looking for when they are recruiting.

Generally, there are 2-3 Young Leaders at any one time in each Section. The total numbers of Young Leaders active over the year (broken down per Section) were:

Section	Number of YLs in total over 12 months
Beavers	12
Cubs	13
Scouts	5
TOTAL	30

Congratulations to **Nicole, Evie, Aahna, Tom, Charlotte, Jess, Jamie, Lydia, Ruby, Ciara, Eamon and Maddox** on gaining their Young Leader Belts, one of the Top Scouting Awards, during this year.

Thank you to all the Section Leaders for supporting your Young Leaders.

Scout Active Support Unit (SASU)

This report was provided by **Mark Aulds** (Deputy Group Scout Leader & Training Advisor)

The role of SASU Leader is still unfilled with our Deputy Group Scout Leader Mark Aulds regularly sending out requests for support as and when needed. There are 25 members of the unit including our Webmaster Rhid Tinkler who is once again to be thanked for the work he does in maintaining and updating the website. This is a really critical role in these times and Rhid's employer (BP) also donates funds to the Group through their Employee Matching Time Grants.

More members are also welcome and no Scouting experience is needed, just a willingness to help the Group at a time to suit you. Contact Mark if you can help.

Scout and Guide Band Activities

This report was written by **Robin Wilkinson** (Band Leader)

2023/24 has been another good year for the Band and one which positions it well for the future as we have welcomed many new members to the training and junior band. For a strong and vibrant band to be sustained long into the future, it is essential to add 8-10 new young band members every year. I am particularly grateful to Assistant Band Leader Emma Smith for her tireless work on recruitment.

I want to stress the value and importance of the support provided to the band by its alumni members. Their support to younger band members at rehearsals and events is vital and so very welcome.

And I also want to praise and give my thanks and gratitude to all of the leaders, young leaders and helpers for all they do to make the Band a success. I would particularly like to thank Melanie Dawes for her hard work and support as band secretary, to Gill Gostling for managing all the band's uniform needs, and to Michael Davies for the hours of work he puts in to preparing the Band's music. We could not continue without such a wide and dedicated group of leaders, supports and helpers - many of whom travel large distances to support the band so frequently. Thank you for all that you do.

The Band has taken part in a range of events throughout the year.

In the summer term, we supported the District St George's Day parade before ending the term as we have done for over 20 years at the Claygate Flower Show where we opened the afternoon arena events. The Band Awards Evening was also an enjoyable event, recognising those who have made a particularly strong contribution and those who have strived the hardest to improve their musical skills, as well as celebrating those leaving the band (temporarily!) at 18 to go off to university. We look forward to welcoming them back whenever they are in Claygate!



The autumn term is always the busiest, and this year was no exception. We supported Woking Scouts at the very moving parade and Service of Remembrance at Brookwood Military Cemetery. We were also delighted to have been picked to take part once again in the Lord Mayor's Show in central London - a huge event in front of thousands of people. The following day, with uniforms freshly cleaned and ironed, we led the Remembrance Day Parade in Claygate, always one of the most important events of the year for the band. Across the following seven weeks the band then took part in a number of Christmas events in and around Claygate - including the village lights event, "Carols on the Green", the Group's Carols Round the Campfire" event and of course carolling round Claygate where we raised money for Group funds. In addition, we were proud and honoured this year to be asked to support a Christmas event at Princess Alice Hospice for recently bereaved family members - a moving and incredibly rewarding experience for all who took part.

The focus of the spring term 2024 was our annual concert, which was once again performed to an enthusiastic audience. The band once again put together a high quality performance and all the hard work in the rehearsals really paid off.

Well done to every single band member for their contribution to another successful year.

Looking forward

Hugh's summary of the coming year is as follows

We have new challenges to face in 2024/25 and I know that we are strong enough to focus and meet these challenges which are now linked to the Scout Association's plans about **transforming volunteering** within Scouts to make it easier, more enjoyable and rewarding.

The aims of the programme include giving a warm welcome to everyone, delivering better learning and simplifying how we volunteer together as a team.

So, the challenges ahead in 2024/25 are to:

- Adopt the new Transformation Programme as it is rolled out by the Scout Association in 2024/25,
- Continue to deliver on more leaders and volunteers to a mix of roles in the Group, utilising the transformation guidelines
- Continue to work closely on the development of our Explorer Scouts and young leaders as they enter adulthood.
- Ensure that the Training of Adults and young people remains at the core of what we do.

Public Benefit

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.

Subscriptions are charged for membership to cover immediate running costs of the Group and these do not unduly restrict membership. The Group follows the principle that no one should be excluded because of their inability to pay membership subscriptions.

Two key principles which demonstrate that Scouting's aims are for the public benefit are that through the Scouting methods, young people develop towards their full potential and that there is a clear link between the benefits for young people and the purpose of Scouting. The safety of young people is taken very seriously, and the benefits which Scouting activities provide, far outweigh the risks. Any private benefits from Scouting are incidental, other than to those as a beneficiary.

The Group admits members primarily from the areas of Claygate and Esher.

Section D: Achievements and Performance

The following Beavers are to be congratulated on achieving their **Chief Scout's Bronze Award**:

Maple: **Seb Chambers, Rosie and Chloe Mitchell-Innes, Freddie Wilder, Anna Rosewarn, Agastya Kulkarni, Hari Ramji, Freddie Harman, Ben Simpson, Sophia Hull, Bruce Kidd, Huxley Howie.**

Oak: **Thomas Springett, Owen Brown, Toby Soanes, Orla Sturgeon, Edward Ross, Oliver Thomson, Ben Aston, Finn Roome, Elliot Latimer.**

Sycamore: **Ollie NG, Isaac Bainbridge, Rowan Easteal, Seb Compton, Toby Carr.**

Willow: **Noah Jefferies, Isabelle Rosenstein, Angus Willis, Erin Humphries & Isabella Fox**

The following Cubs were awarded **Chief Scout's Silver Awards**

From Lion Pack : **Daniel Jones, William Bainbridge, Henry Godsell, Alex Lotte & Eve Verow**

From Lynx Pack: **Angus Thompson, Leo Moffat, Ben Springett, Maximus Davies.**

From Panther Pack: **Eddie Fleming, Albie Atherton, Isabelle Pearce, Euan Mohamed, Jono Hewson, Isabelle Simpson, Freya Mitchell-Innes, Beatrice Clark.**

The following 15 Scouts received their **Chief Scout's Gold Awards** to **George Ball, Leo Batey, William Copland-Cale, Henry Gilchrist, Finlay Gull, Hugo Hemming, Daisy Hendrikx, Gregor Logan, Aoife O'Brien, Emma O'Brien, Eva Sewell, Maddox Valter, Thomas Bainbridge, Roan Brewer and George Warriss.**

The achievements and performance of the volunteers on our Trustee Board are recorded in the Group Chairman's report. There follows a summary of the main achievements and performance of the Board in relation to Governance.

The Trustee Board held its first meeting of the year in March 2023 and then continued to meet face to face for the remainder of the year in the upstairs hall at the Scout Centre.

In particular it has dealt with significant changes to governance coming from Scout HQ. The Board spent time reviewing the information received from HQ on that subject and will continue to do so as the requirements of the Transformation Programme emerge. We have carried out an assessment of our TB meetings against model Agendas and latest advice.

Existing policies and associated procedures were reviewed regularly and new policies introduced as seen necessary. In the year in question a new Transport Policy and associated procedures were written, reviewed and approved and training delivered to our volunteer drivers. We also felt the need to draft, review and approve a Records Management Policy to ensure we manage creation, storage, review and retention of information appropriately. The Hardship Policy was updated, reviewed and approved. Our Photography & Social Media Policy was reviewed against latest guidance specifically in relation to Social Media.

If you are interested in joining the Trustee Board, please contact either Hugh or Stuart. In particular, we would love to hear from those in the 18-25 year age group.

Section E: Financial Review

The following report was prepared by **Gary Ernest**, Group Treasurer

Financial strategy

The long-term financial strategy of 1st Claygate Scout Group ("the Group") is:

- To fund through subscriptions regular expenditure on the Scout Centre, administration, leader training, the weekly programme of meetings, transport costs and the annual membership fee levied to every member of the association by UK Scout Headquarters, Surrey County Scouts and Esher District Scouts.
- To make activities such as camps, trips, etc. self-funding.
- To fund through fundraising activities capital expenditure such as building improvements, equipment for new activities, vehicles, camping and other equipment renewals, band instruments and IT to allow the leaders to maintain delivery of a high-quality scouting programme.

Over the medium- to long-term we aim to maintain cash reserves at a level that enables us to continue to provide a full programme of activities and capital expenditure for three years in case of an unpredictable set of events which cause a reduction in the Group's revenues. We estimate this to be £105,000. This is our assessment of the worst-case scenario and assumes that our net fundraising falls by 50% and membership subscriptions decline by a third. Our cash balance at the end of the financial year is at this level, despite significant capital expenditure during the year.

Financial review 2023-24: receipts and payments

The accounts are prepared on a receipts and payments in line with current legislation for charities with receipts below £250k in their financial year.

Subscriptions and Gift Aid

Following 3 years when subscription rates were held constant, we increased them by just 2% from £50 to £51 per term despite significant cost inflation pressures. This was possible due to the healthy state of the Group's finances. Gross subscription income was £46,855 (prior year (PY) £47,574): the small decrease was due to fewer number of Cubs progressing to Scouts during the year.

Gift Aid on subscriptions, which provides an additional 25% income and helps keep the overall level of subscriptions down, was £12,339 (PY £11,610). We are very grateful for parents' continued support by registering for Gift Aid.

Fundraising

Once again our fundraising events were very successful, raising a net £45,978 (PY £42,373) to support our significant capital expenditure programme during the year (see below). The most successful fundraising activities are the sale and delivery of Christmas trees, the beer festival, the three jumble sales, bedding plant sales and fireworks night.

Activities

It was a busy year for activities away from the Scout Centre, the most significant of which were:

- Beavers took part in the District Beaver Party
- Cubs went to the Epsom pantomime, HMS Belfast and County SCRAM
- Scouts undertook a summer expedition to Kandersteg in Switzerland
- Explorers undertook a summer trip to Scotland in summer 2023

Activities outside the Scout HQ are budgeted to break even, but the cost of badges and running weekly activities at the Scout Centre resulted in a small deficit of £(8,581) (PY £(9,740)).

Other Income

We received donations, primarily from company gift-matching schemes, of £10,204 (PY £7,355). This includes a generous donation of £5,000 from the Kenneth Green Foundation towards the cost of replacing our oldest minibus. We also received grants of £5,000 from Surrey County Council and £1,000 from Claygate Parish Council towards the cost of additional solar panels and batteries.

We received bank interest of £4,079 (PY £2,134); and £1,200 (PY £862) for energy generated by our solar panels. Charges out for equipment, the minibuses and scout van, which are used by local schools and the Claygate Youth Club, generated £2,864 (PY £1,586).

Costs

The cost of running the Scout Centre, which includes insurance, gas and electricity, water rates, maintenance of the building/grounds and cleaning, was £43,926 (PY £30,173). The increase was almost entirely due to the cost of redecorating the main hall, foyer and toilets for the first time since the Group moved to its current premises in 2006. We also undertook safety work to the trees in the grounds. The cost of running the minibuses and van was £9,344 (PY £6,189) due to remedial work to re-paint the oldest minibus and additional works to improve the longevity of the vehicles.

Capital expenditure

Capex was at the highest level since our building was extended in 2019. The main expenditure was:

- A replacement minibus costing £43,395
- Additional solar panels and battery storage £23,386 which are anticipated to pay back through lower energy costs and energy export over 6-7 years
- Addition of a new toilet accessible from the upstairs balcony £12,420
- Other replacement assets costing £3,377.

Cash

The cash balance on 31st March 2024 was £104,097 compared to £140,817 at 31st March 2023, the reduction being mainly due to high capital expenditure during 2023. £98,296 is held in interest-bearing accounts.

Restricted funds brought forward of £10,000 were from a legacy received some years ago and earmarked for future purchase of land currently leased by the Group. Due to the uncertainty of whether the land will be available for purchase in the near future, discussions were held with the legatee's executors who agreed that the funds could be used for other capital projects. The Group agreed to allocate the £10,000 towards the minibus purchased last year. No restricted funds are therefore carried forward to 2024-25.

Assets and liabilities

As the accounts are maintained and prepared on a cash basis, there is no Group balance sheet.

Receipts and payments accounts

CC16a

For the period
from

1st April 2023

To

31st March 2024

Section A Receipts and payments

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
A1 Receipts					
Membership subscriptions	46,855	-	-	46,855	47,574
Less: Levy for District, County & HQ	(15,039)			(15,039)	(15,171)
Membership subscriptions retained	31,816	-		31,816	32,403
Gift Aid	12,339	-	-	12,339	11,610
Regular Fundraising Gross	80,418	-	-	80,418	80,171
Income from Activities	39,652	-	-	39,652	67,199
Donations & Use of Equipment	13,069	-	-	13,069	8,941
Grants and other income received	6,534	-		6,534	2,143
Solar panels	1,200	-	-	1,200	862
Bank interest	4,079	-	-	4,079	2,134
Sub total (Gross income for AR)	189,109	-	-	189,109	205,463
A2 Asset and investment sales					
Sale of Assets	1,000	-	-	1,000	-
Sub total	1,000	-	-	1,000	-
Total receipts	190,109	-	-	190,109	205,463
A3 Payments					
Premises	43,926	-	-	43,926	30,173
Regular Fundraising expenditure	34,440	-	-	34,440	37,798
Activities	48,233	-	-	48,233	76,939
Transport	9,344	-	-	9,344	6,198
Administration	4,702	-	-	4,702	6,503
Donations	1,800	-	-	1,800	1,625
Equipment Maintenance	956	-	-	956	2,432
	-	-	-	-	-
Sub total	143,401	-	-	143,401	161,668
A4 Asset and investment purchases					
New minibus	33,395	10,000	-	43,395	-
Solar panels	23,386	-	-	23,386	-
Building works	12,420	-	-	12,420	-
Equipment for scouting activities	3,034	-	-	3,034	-
Other capital expenditure	343	-	-	343	1,269
Sub total	72,578	10,000	-	82,578	1,269
Total payments	215,978	10,000	-	225,978	162,937
Net of receipts/(payments)	(25,870)	(10,000)	-	(35,870)	42,526
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	130,817	10,000	-	140,817	98,291
Cash funds this year end	104,947	-	-	104,947	140,817

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	Current accounts	6,151	-	-
	Deposit Accounts	98,296	-	-
	Petty Cash	500	-	-
	Total cash funds	104,947	-	-
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
	Details			
B2 Other monetary assets				
	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
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 liability relates	Amount due (optional)	When due (optional)
B5 Liabilities				
	Signature	Print Name		Date of approval
Signed on behalf of all the trustees		Stuart Ballard, Group Chairman		22nd May 2024
		Gary Ernest, Group Treasurer		22nd May 2024

Section F: Other Optional Information

There is none.

Section G: Declaration

The Trustees declare that they have approved the Trustees' report above.
Signed on behalf of the charity's trustees:

Stuart Ballard, Chairman

If you have any enquiries about this report or would like more information about 1st Claygate Scout Group, please contact either:

Stuart Ballard
Hugh Gostling

Group Chairman
Group Scout Leader

Tel: 0208 339 0423
Tel: 01372 464580



CHARITY COMMISSION
FOR ENGLAND AND WALES

Independent examiner's
report on the accounts

Section A

Independent Examiner's Report

Report to the trustees/
members of

FIRST CLAYGATE SCOUT GROUP

On accounts for the year
ended

31/3/24

Charity no
(if any)

308135

Set out on pages

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/03/24.

Responsibilities and
basis of report

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

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

Independent
examiner's statement

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

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

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

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

Signed:

Date:

12/6/24

Name:

ROSS TAYLOR

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

Address:

57 OAKEN LANE
CLAYGATE

SURREY KT10 0RD

1ST CLAYGATE SCOUT GROUP

England & Wales - Charity number 308135

Accounts

Trustees' Annual Report & Accounts

1st April 2022 - 31st March 2023



Explorer Scouts in Scotland

The Scout Centre
Oaken Lane
Claygate
Surrey
KT10 0RQ

Section A: Reference and Administration Details

Charity Name: 1st Claygate Scout Group
Scout Association Registration No.: 05971
Charity Registration No.: 308135
Charity's principal address: see front cover
For the period covered, members acting as charity trustees were:

Ex-Officio:

Chairman	Stuart Ballard
Treasurer	Gary Ernest
Secretary	Rosy Treasure
Group Scout Leader	Hugh Gostling
Assistant Group Scout Leader	Debbie Bowles (until December 2022)
Assistant Group Scout Leader	Mark Aulds

Trustees Nominated:

President	vacant
Vice President	Allan Carruthers

Graham Gibbs remains a Vice President of the Group but is no longer a Trustee

Trustees Elected:

Estate Management	Roger Hoad
Transport	Colin Coburn
Communications	Emma Smith
Parent Representatives	Becky & Guy Billingham
Quartermaster	Jonathan Dawes

Bankers: CAF Bank, West Malling

Barclays Bank, Esher

Independent Examiner: Ross Taylor

Visit www.claygatescouts.org for more pictures and to keep up to date by subscribing using the Keeping in Touch link on our Home Page!

Section B: Structure, Governance and Management

Governance

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

The Group is a trust established under its rules which are common to all Scout Groups, and appoints its Trustees in accordance with the Policy, Organisation and Rules of the Scout Association.

The Group is managed by the Trustee Board (formerly referred to as the Group Executive Committee) 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 of 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 Leader and Deputy Group Scout Leader (formerly referred to as Assistant Group Scout Leaders), individual section leaders (by request) and parent representation, and meets every 2 months. The members for the year under review are listed inside the front cover and met together during the period on the following dates: 27th April 2022, 14th June 2022, 21st September 2022, 16th November 2022, 18th January 2023 and 15th March 2023.

Trustees complete Trustee Introduction Training on-line within the first 5 months of joining and are all DBS-checked.

The Board exists to support the Group Scout Leader in meeting the responsibilities of the Group including:

- Compliance with the Policy, Organisation and Rules of the Scout Association;
- The maintenance of Group property and equipment;
- The raising of funds and the administration of the Group finances;
- The insurance of persons, property and equipment;
- Assisting in the recruitment of leaders and other adult support;
- Promoting and supporting the development of Scouting in the local area;
- Managing and implementing the Safety Policy locally;
- Appointing any sub-committees that may be required;
- Appointing Group administrators and advisors other than those who are elected;
- Ensuring young people are involved in decision making;
- Managing the opening, closing and amalgamation of Group sections as necessary.

Risk and Internal Control

Whilst the risk of a pandemic has reduced since 2020, with the Covid virus being considered in the same way as any other illness, it remains on our risk list. Thus, the major risks, and action to mitigate them, are as given below.

1. *Fire, burglary and other damage to the building and equipment:* The Group would request the use of buildings and equipment from neighbouring organisations. The Group has sufficient building and contents insurance in place to mitigate against permanent loss.
2. *Injury to leaders, members, helpers and supporters:* Risk Assessments are undertaken before all activities whether virtual or face to face. These follow guidance from the Scout Association and Government as appropriate. In addition, the Trustee Board has a standing item on their meeting agenda to consider any mitigating action required to address any reported incidents. The Group,

through the annual membership fees, contributes to the Scout Association's national accident insurance policy.

3. *Reduced income from fundraising:* 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 (see Financial Strategy on page 14). The Trustees could raise the value of subscriptions to increase the income to the Group either temporarily or permanently.
4. *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 might have to be closures. To mitigate this the Group actively encourages all new parents to assist in whatever way they can and guarantees places for leaders' children.
5. *Reduction or loss of members:* The Group provides activities for all young people aged from 6 years of age and upwards. If there was a reduction in membership in a particular section or the Group as a whole then there would have to be a contraction, consolidation or closure of a section, or in the worst-case scenario, the complete closure of the Group.
6. *Any event causing widespread or severe health issues among young people, leaders and others, which impact the Group:* Sections will be run virtually using tools like Zoom. Risk assessments for the resulting scenarios will be considered and implemented following Government guidance and guidance from the Scout Association as appropriate. Expenditure will be monitored to ensure lower revenue does not adversely impact the Group's financial situation.

The Group has in place systems of internal controls that are designed to provide reasonable assurance against material mismanagement or loss. These include 2 signatories for all bank payments and comprehensive insurance policies to ensure that major insurable risks are covered.

Section C: Objectives and Activities

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.

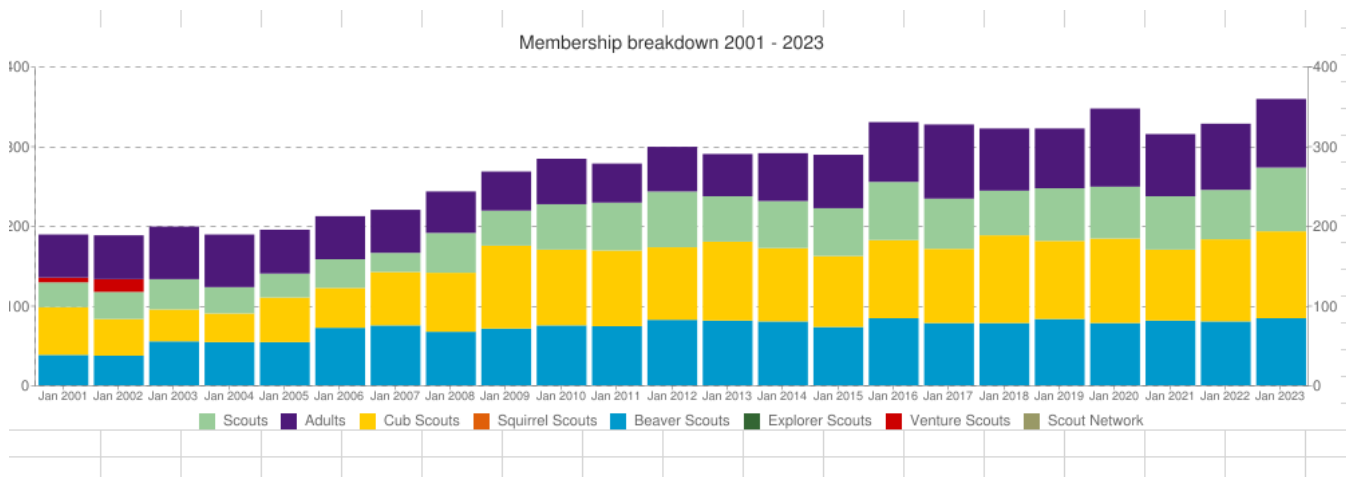
Group Objectives

As part of the Scout Association, the aim of the Group is to promote the development of young people in achieving their full physical, intellectual, social and spiritual potential as individuals, as responsible citizens and as members of their local, national and international community. The method of achieving this aim is by providing an enjoyable and attractive scheme of progressive training, based on the Scout Promise and Law and guided by trained adult leadership.

Group Scout Leader's Report

2022/23 was a year when all the Covid related restrictions had been removed and our full Scouting Programme could return. I am sure we all hope that we have heard the last of Covid restrictions. The Summer of 2022, saw a Group Camp, Surrey County Bazzaz, District Cub Camp, Scouts to Appletreewick in the Yorkshire Dales and Explorers to Cornwall.

I always say that Scouting is a federation of the like-minded and the willing, and it remains that these are key characteristics that give Scouting its strength in 1st Claygate. This strength is embedded across all nine Sections and across our activities in the Group; water sports, DofE, Young Leader Programme and the 1st Claygate Scout and Guide Band.



So you will see that, whilst our numbers when measured in January 2021 were reduced due to the Pandemic, as the graph above shows, in 2023 they are now 5% above our recorded membership numbers in 2020 just prior to the Pandemic.[Note the last 3 columns are Jan 2021, 2022 & 2023]

Census	Jan-13	Jan-14	Jan-15	Jan-16	Jan-17	Jan-18	Jan-19	Jan-20	Jan-21	Jan-22	Jan-23
Beaver Scouts	81	80	73	84	78	78	83	78	81	80	84
Cub Scouts	99	92	89	98	93	110	98	106	89	103	109
Scouts	57	59	60	73	63	56	66	65	67	62	80
Explorer Scouts	Data recorded in District Return				27	32	29	37	38	36	46
Total YP	237	231	222	255	261	276	276	286	275	281	319
Adults	53	60	67	75	93	78	75	98	78	83	86
TOTAL	290	291	289	330	354	354	351	384	353	364	405

The table above shows how the Group numbers have changed over the last 10 years. I can now include our Explorer Scout numbers from 2017, which were previously recorded elsewhere in national data.

This year has seen young people gaining awards and also being seen out and about enjoying their Scouting.

Scouting provides a sense of connection and belonging, and young people really benefit from working in groups and socialising. Scouting offers this naturally, alongside the training programme.

1st Claygate has a fantastic leadership community, and this report is a summary of what has been achieved in the Group. There is a tremendous amount to be proud of, and it is this great leadership community right across 1st Claygate comprising of adults and young leaders within all sections that provides the inspiring programmes for young people, and I give thanks for everything they are doing.

As a Scout Group we've been focusing on five key areas:

1. Delivering great programmes across all Sections for our young people, which provide opportunities to work in teams and offer young people leadership opportunities.
2. Developing existing adult volunteers with training and support and recruiting new adults into leadership roles.
3. Developing Young Leaders
4. Keeping everyone safe
5. Continuing our involvement with our community

The dedication of our truly inspiring adults across all the sections and activities is to be celebrated and they should be thanked many times over.

The District Dragon Duke of Edinburgh Awards Group provides support across Esher District. The aim of the group is to provide all members aged between 14 & 25, with the opportunity to participate in the Duke of Edinburgh's award scheme and at the same time achieve the equivalent Scout awards. This continues to be very successful.

The Young Leader Explorer Group provides training and support to our Explorer Scouts. It delivers the Young Leaders' Scheme sets out to enable to support Explorer Scouts to take part in the Young Leaders programme. It supports their personal development and prepares them for further education, and the workplace, with confidence in their capabilities and with Skills for Life. This programme has gone from strength to strength, and I wonder how we would do without it. Many thanks to Jonathan Perkins who has led on this initiative.

I offer my thanks and gratitude to everyone involved in 1st Claygate Scout Group, which ensures Scouting continues to provide fun, challenge, adventure and companionship to young people and adults alike –

Adult Leaders

We said goodbye to **Debbie Bowles** and **Kim Gilbert** as Section Leaders. They both remain connected to the Group and their continued involvement is always welcome.

We have welcomed **Sam Burgess, Kirsty Turner, Sheree Yates, Francois Conradie, Rob Farquhar, Vina Kapasiawala, Andy Nowak, Oliver Sealey, Chris Stephens, Dominic Trueman and Tom Reid** to our Beaver Sections. In the Cubs we have welcomed, **Victoria Jefferies and Caroline Richards**.

Beavers

The following report is from the Beaver Leader Team: Micheline Foreman, Emma Smith, Lucy Stimson, Caroline Li & Rosy Treasure

The Summer Term in 2022 for Beavers began in the week beginning on 25th April following the Easter Break. As always, we were pleased to be able to hold more sessions outside and especially to be able to have a Beaver Sleepover for Group Activity Weekend at Walton Firs – the first for all of our Beavers because of the Pandemic. We chose the theme of Pirates which meant holding a battle in pirate ships with fully jewelled cutlasses! We also took a coachful of Beavers to Bazzaz which is a county event held at Merrist Wood College. This is a huge event and while the leader team offered everyone the chance to make stomp rockets, parents took groups of Beavers around the site to experience all manner of

activities from caving to radio broadcasting! A great time for all who attended. We did of course celebrate the Queen's Jubilee in June in a variety of ways.

In the Autumn, the District Team put on its first event bringing together all Beavers from the 11 Groups in the District. It was held at Hinchley Wood School and involved Beavers carrying out a series of activities based around a theme which in this case was Alice in Wonderland. This was followed by a short play which all enjoyed.

In December 2022 we were all sad to say goodbye to Debbie Bowles (more commonly known as Owl) who had been running Oak Colony for 20 years and Kim Gilbert (Rabbit) who had been supporting her for 17 of those. She of course went out with a bang by providing Christmas Dinner at the traditional Christmas Party held for all Beavers in the Group. This now numbers 80+. We were pleased to be able to give her a good send-off in her retirement.

Debbie's departure left a gap in both Maple and Oak Colonies. Thankfully we were able to keep both colonies running by existing leaders 'doubling up' and new leaders stepping forwards. Together with support from the other colony Beaver Leaders and Young Leaders, we are pleased to have provided continuity for the young people.

Highlights of the Spring programme were probably the evening where Beavers brought in their pets for everyone to meet as part of the Animal Friend badge and also earning their Stage 1 Musicians badge for taking part in an evening led by Emma who is a leader in the Band as well as with Sycamore Colony.

The Chief Scouts Bronze Awards went to the following Beavers who are now all Cubs! We congratulate them all.

Maple: Lily Gooch, William Edwards, Freya Saunders & Freddie Poll

Oak: Hollie Holmes, Emily Adam, Adam Kamil, Theo Gibbard , Edward Nowak, Chloe Homer, Aidan Raymond, Sebby Biddle & James Checkley

Sycamore: Luca Thurston, Milo & Noah Maisey, Alex Heritage, Jamie Kennett, Toby Jones, Quinn Dowling, Jasper Rowse & Zach Carswell

Willow: Ben Scott, Stevie Allen & William Flower

Cub Scouts

The following report is from Cub Leaders, Katie Ernest, Catherine Hackett and Alistair Smith

The summer of 2022 saw a return to normal cub scouting summer activities post the COVID-19 pandemic, bringing challenges with cubs inexperienced in both camping and being away from home after the pandemic restrictions. In May we joined the Group Activity Weekend at Walton Firs with a Platinum Jubilee themed camp, and of the cubs attending, only one had ever camped as a cub before. In June we joined the Commonwealth Games themed District Cub Camp at Polyapes. We backed the camps up with focus on camping skills in the early meetings of term, and backwoods cooking, emergency aid and navigation skills over the rest of the term.

The start of the Autumn term coincided with the death of Her Majesty Queen Elizabeth II – and Lion pack marked this with the signing of a group scarf which was then taken up to London and placed with the floral tributes. Towards the end of September we took 44 cubs to Gilwell Park for a weekend of adventurous and outdoor activities. In weekly meetings we focused on the Skills Challenge, which included all cubs sewing on a button as the centre of a poppy for Remembrance Day. The cubs chose to raise funds for the Surrey Wildlife Trust at Christmas with the sale of biscuits, mince pies, Christmas cards and hot chocolate reindeer cones at the Claygate Christmas Lights, and we finished the term with the annual trip to the Panto at Epsom.

In the Spring Term, we continued our focus in the Skills Challenge, along with Home Skills, Science and Navigator badges. Lynx Pack won the District Quiz going on to represent Esher District at the County Final. We held a sixer-seconder weekend in March where a common code of conduct was agreed across all three packs, and the cubs enjoyed junk modelling crazy golf holes.

The following Cubs are to be congratulated on achieving their **Chief Scout Silver Awards**, having done a calendar year, bar 6 weeks, of their cub scouting online in 2020 -21.

Lion Pack – **Freya Crudgington, William Repetto, Jessica Argiolas, Ruben Bitner, Katy Waddington, Ben Smith, Adam Tibaldi, Cleo Colyer, Luca Rodger, Jack Dickinson, Euan Langford, Eddie Gilchrist, George Spencer, Henry Sword.**

Lynx Pack – **Jasmine Davies, Charlotte Atherton, Emily Kovacs, Ava Wood, Casey Moore, Dexter Uminski, Austin Copeland-Cale, Blaine Dakin, Seb Smith, Luca Saunders, Conor Raymond, Sam Ferriera-Lay, Daniel Alam.**

Panther Pack - **Sam Collins, Henry Owen, Benjamin Paskell, Carmel Sewell and Jenny Smith.**

Scouts

The following report is from Mark Woodward:

An action-packed year for the Troop with a full roster of camps and activities. Starting in May we had one of our biggest ever Group Activity Weekends with 65 Scouts camping for the weekend at Walton Firs with a wide range of activities on offer. A much delayed Scoutabout kept us busy at the start of July where we joined the rest of Surrey County for a fun filled weekend at Ardingly Show Ground. Late July saw a welcome return to green field summer camping at Appletreewick in Yorkshire, which also included an overnight hiking expedition on the Yorkshire Moors for the older Scouts. With the regular Frost camp in February, we totalled over 400 nights away during the year.

In addition to regular weekly programme, we ran seventy kayaking and ninety archery taster sessions and tried out various new activities including a river crossing pioneering challenge in Arbrook Common. The District night hike and day hike events were again popular, with multiple teams entering both competitions.

Throughout the year we were able to award in excess of 350 badges, including fourteen **Chief Scout's Gold Awards** to the following Scouts: **Aahna Wijeratne, Charlotte Logan, Ciara Stimson, David Govender, Jamie Aulds, Jess Warriss, Joel Crudgington, Liam Hides, Luke Sewell, Lydia Aulds, Martha Barlow, Ruby Dunman & Tom Sturgeon**

Explorer Scouts

The following report was provided by Mark Burrows:

This last year has seen the Selachii Explorer Unit grow and flourish. With a significant number of Scouts joining the overall numbers of active Explorers have increased, with an even greater gender diversity of gender and good cross section of ages.

There was a well-attended Summer Expedition in Cornwall in July'22.

In addition there was good progress in various Scout and DofE awards; we have been able to support expedition's for Platinum/(DofE Bronze), Diamond/(DofE Silver) and Kings Scout(DofE Gold) expeditions in areas ranging from Sussex to the New Forest and the Brecon Beacons. These expeditions have shown the Explorers as able and motivated as ever, with no required "modifications" for Covid.

There was also a number of Explorer's completing their Young Leaders qualification.

Throughout the terms we had a monthly focus on different core Scouting skills including cooking, fire lighting, navigation, personal skills and first aid. We interspersed this with activities such as climbing on a local climbing wall, the Winter Activity Weekend in the Peak District and cycling. We also took part in various District arranged activities, competing for the Scope Trophy award.

We have also continued to contribute in related Scouting initiatives such as the Band, volunteering, raising funds for our attendee at the 2023 Jamboree and other community activities.

So overall Explorer's had a good active year with growing participation, greater diversity mixed with normal youthful enthusiasm.

Explorer Scout Young Leaders at 1st Claygate

In the words of Jonathan Perkins:

The Group benefits immensely from its Young Leader volunteers.

Young Leaders are Explorer Scouts who volunteer with a Beaver Colony, Cub Pack or Scout Troop. They plan, organise and run games, activities and parts of the programme. Young Leaders bring new ideas and youth-shaped thinking. They provide positive role models to the young people they're leading. They are integral members of the Section's leadership team. They play a full part in planning, leading and delivering their Section's week-by-week programme.

Claygate Young Leaders have been fully engaged with the Surrey Young Leader Scheme which is completed in four stages: Games, Activities, Programme Planning and Programme Delivery. The Young Leaders combine their weekly experience in Section meetings with relevant online training, all available via the Surrey Scouts website, and practical workshops at the Surrey Scouts Young Leaders conferences, to build their confidence and knowledge. Over 20 of our Young Leaders have attended one of these conferences during the year.

Young Leaders stand out from their peers and friends because of their highly practical, leadership capabilities and experience. They have #skillsforlife.

Some of our Young Leaders have also started on a unique new Surrey Senior Young Leader Award. This involves workshops on how to Lead Yourself; Lead Together (Teamwork); and Lead Others. In addition, these senior Young Leaders continue to plan, organise and deliver their Section's week-by-week programme.

The Senior Young Leader Award concludes with achieving a BTEC Level 2 Diploma in Teamwork and Personal Development in the Community. This externally recognised qualification considerably enhances a cv for our Young Leaders.

Generally, there are 2-3 Young Leaders at any one time in each Section. The total numbers of Young Leaders active over the year (broken down per Section) were:

Section	Number of YLs in total over 12 months
Beavers	14
Cubs	11
Scouts	3
Band	1
TOTAL	29

Congratulations to **Zach and Will** on gaining their Young Leader Belts during this year.

A number of our Claygate Young Leaders volunteered during the year to be filmed as part of some promotional videos for Young Leaders in Surrey. These can be viewed on the website here: [Surrey Scouts Young Leaders | Surrey Scouts \(surrey-scouts.org.uk\)](http://Surrey Scouts Young Leaders | Surrey Scouts (surrey-scouts.org.uk)).

Thank you to all the Section Leaders for supporting your Young Leaders.



Scout Active Support Unit (SASU)

Prepared by Group Secretary, Rosy Treasure

The role of SASU Leader remained vacant with our Deputy Scout Leader Mark Aulds regularly sending out requests for support as and when needed. There are currently 25 members of the unit including our Webmaster Rhid Tinkler who is to be applauded for the work he does in maintaining and updating the website. This is a really critical role in these times and Rhid's employer (BP) also donates funds to the Group through their Employee Matching Time Grants.

Scout and Guide Band

Band Leader Robin Wilkinson provided the following report:

2022/23 has been another successful year for the Band. In particular it has been great to welcome many new members to the training and junior band. Bringing in new young talent bodes well for the Band's continued development and success. I also want to express my thanks and gratitude to all of the leaders and young leaders for helping to make the Band a success and in particular for the support given to newer band members. We could not continue without such a dedicated group of leaders. Thank you for all that you do.



We were delighted to get back to a full programme of events after the challenges of COVID. In the summer term, we supported the District St George's Day parade and were proud to take part in the closing ceremony of ScoutAbout before ending the term as we have done for the last 20 years at the Claygate Flower Show where we opened the afternoon arena events. The autumn term is always the busiest, and this year was no exception (including a fabulous trip to Disneyland Paris - more on that below). We were delighted to have been picked to take part once again in the Lord Mayor's Show in central London - a huge event in front of thousands of people (and live on BBC too!). For once the weather was dry and warm a novel experience for us at the event! A particularly memorable highlight was joining forces with the Band of the Royal Marines at the end of the parade to play a march together - a truly fantastic performance. The following day, with uniforms freshly cleaned and ironed, we led the Remembrance Day Parade in Claygate and over the following seven weeks took part in a number of Christmas events in and around Claygate. The focus of the spring term 2023 was our annual concert, which was once again performed to an enthusiastic audience including the Lord Lieutenant of Surrey. The concert programme shone a light on the great talents in the Band, with many pieces written and arranged by band members and leaders, and with some excellent solo performances too. Undoubtedly a high quality event.

The year's highlight though was the Band's trip to Disneyland Paris in October, our third trip to the Disneyland over the last fifteen years. Throughout the tour, every single band member acquitted themselves superbly well which made things very easy for the leadership team. Lots of fun was had on the rides and in the theme park, but the Band also clearly enjoyed the privilege of leading the main Disney Parade. Being backstage with all of the Disney characters is always a treat, but the atmosphere along the packed parade route, in front of thousands of people, was amazing and - of course - the Band stepped up once again to give a fabulous performance.



Well done to every single band member for their contribution to another successful year.

Trustee Board (formerly Group Executive)

Prepared by Group Secretary, Rosy Treasure

In April 2023 the Scout Association renamed the Group Executive the Group Trustee Board and although this report is for the preceding year the new terminology is used where appropriate.

The Trustee Board held it's first meeting of the year in April 2022 (postponed from March) and then continued to meet face to face for the remainder of the year in the upstairs hall which provides more space.

The only change taking place during the year was the resignation of Debbie Bowles as Beaver Leader and Assistant Group Scout Leader. We are grateful to Debbie for her many years of service in these roles and the Group gave her an appropriate send-off.

We were also sad to hear the news of the death of Vice President Dennis Warren who passed away peacefully on 27th November 2022. Dennis had joined the Group as a supporter and became Chairman in 1975 and his obituary can be read at http://www.claygatescouts.org/group_obituaries.php. He will be greatly missed having had to step down as a trustee in 2021 due to ill health.

Stuart, our Chairman, continued to lead the Board of Trustees as things returned to normal, whilst keeping abreast of changes flowing down from HQ.

.Our main tasks continue to be focussed on :

- monitoring expenditure against budget
- assessing requests for special events/activities
- improving the way we operate in relation to governance
- carrying out regular reviews of policies
- maintenance of the fabric of the building and grounds
- regular servicing of boilers, alarms, extinguishers etc.;
- regular maintenance of transport;
- publicity and communication with our supporters through posters, adverts and the website
- liaison with and between our parents especially in relation to support for activities and events
- ensuring risk assessments are up to date
- maintaining existing equipment and approving new equipment purchases
- ensuring all adult volunteers are adequately trained

In addition, this year we have undertaken the following worthy of note:

- followed up on a number of requests from external parties to use the hall
- continued attempts to purchase the land leased at the rear of the centre
- improved site security following damage to fences and stealing of the boat trailer
- installed a defibrillator in the entrance lobby
- explored the addition of solar panels
- reviewed the value of named items on our insurance
- started to archive records on the Group network and generate a policy for managing records
- carried out an audit of premises
- instigated an on-line reporting system for issues

Whilst our trustees provide a wide range of skills to support the Scouters Team, we also make use of the specialist skills of supporters like Rhid Tinkler who maintains our website and deserves a special mention for his commitment to improving the way we do things.

Looking forward

The Group has now returned to running normal activities and we are now a position where we can focus to meet our challenges for the coming year which are:

- Continue to recruit more leaders and volunteers to a mix of roles in the Group.

- Work closely on the development of our Explorer Scouts AND young leaders as they enter adulthood.
- Introduce further ways of using digital technology to make life easier for everyone, including communications with past members and friends.
- Ensure that the Training of Adults and young people is at the core of what we do.

Hugh Gostling, Group Scout Leader

Public Benefit

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. Subscriptions are charged for membership to cover immediate running costs of the Group and these do not unduly restrict membership. The Group follows the principle that no one should be excluded because of their inability to pay membership subscriptions.

Two key principles which demonstrate that Scouting's aims are for the public benefit are that through the Scouting methods, young people develop towards their full potential and that there is a clear link between the benefits for young people and the purpose of Scouting. The safety of young people is taken very seriously, and the benefits which Scouting activities provide, far outweigh the risks. Any private benefits from Scouting are incidental, other than to those as a beneficiary.

The Group admits members primarily from the areas of Claygate and Esher.

Section D: Achievements and Performance

Group Chairman's Review

I am delighted to present the Chairman's Statement for the 1st Claygate Annual Report 2023. Another scouting year has flown by at 1st Claygate, with much to report on. The spirit of Scouting has always involved learning by doing, and having fun while doing so, and it is inspiring to see our young people embrace these values wholeheartedly.

The Scout Centre

Our dedicated Scout Centre remains the heart of our operations. It now feels that there has always been a second meeting room upstairs. We continue to look at ways to improve the facilities we have at the Centre.

Financial review

Sound financial management is crucial to sustaining our Group. Both receipts and payments are significantly higher this year than last year, reflecting the fact that this year has been the first year completely free of Covid interruptions.

You can see the full financial picture elsewhere in this report.

Premises upkeep and Vehicles

The maintenance of our premises, equipment and vehicles is essential to the smooth running of our activities.

Roger Hoad has worked hard to ensure the building was always in a fit state and safe for our young people to use.

The maintenance days that were run during the year were well attended by parents and other volunteers and ensured the building and grounds were kept ship-shape.

Colin Coburn managed our minibuses and vans ensuring there were always available for the many activities that they are used in connection with.

Jonathan Dawes ensured we had equipment in a fit state to ensure camps and numerous other activities could proceed smoothly.

Fund raising

Fundraising remains a cornerstone of our financial stability. We are grateful for the creativity and dedication of our fundraising champions and the generosity of those that support the various events and our individual donors.

The financial statements provide more information on revenue and expenditure from our fund-raising events. Any surplus generated remains a key part of our budget planning each year.

With more fundraising events comes the need for more volunteers. It needs to be recorded that however small a part you play it is all very helpful to our raising money, contributing to community relations and group wellbeing.

We acknowledge the support from Surrey County Council and Claygate Parish Council, as well as similar organisations that have provided financial support.

Charitable activity & community relations

Our Scout Group has always prided itself on being an integral part of the local community. The Group's profile in Claygate is very high and we remain committed to our role supporting the local community where we can.

Publicity and Communications

Effective communication is vital in ensuring that our Scout Group remains visible and accessible to both current and potential members, and to the wider public. Emma Smith continues to handle this efficiently for us.

Rhid Tinkler continues to work hard to ensure our IT systems support the Group in the best way possible with ongoing improvements in that area.

Adult support & recruitment

While we have achieved much in the past year, there is always room for growth and improvement. We welcome the involvement of parents, guardians, and members of the community who wish to contribute their time, skills, or resources to support our Scout Group. Your assistance is invaluable in helping us continue to provide exceptional experiences for our young people.

Parent representatives

The Parent Representatives system acts as a liaison between parents and leadership and also ensures there is appropriate volunteer support for our various events. Becky and Guy Billingham continue to co-ordinate this and I thank them for this and also thank the various parent representatives for their time.

Safety, safeguarding and risk management

The safety and well-being of all involved in the Group's activities is paramount. We have continued to adhere to high standards of safety and safeguarding protocols. Our leaders undergo training to ensure they are equipped to create a secure environment.

The principal risks of running the Group are outlined elsewhere in this report. "Safeguarding, health and safety" is a standing agenda item at the Trustee Board meetings, as we continue to ensure this important subject is given the attention it deserves.

Thanks

A successful Scout group like ours relies on the help and support of literally hundreds of people. Thank you to all who have contributed to the Group in the last year. Our team of leaders give up so much of their time to ensure they continue to deliver fun and skills to our young people. The adults and parents who help at meetings and activities are key to this. To those who support the Group in some capacity whether on the Trustee Board, Scout Active Support members, fund-raisers, doing administration, practical help or whatever, a big thank you. Particular thanks go to those people mentioned in the paragraphs above and of course to Hugh, Mark, Gary and Rosy on the Trustee Board who each devote so much of their time to the Scouting movement.

In closing, I want to express my heartfelt gratitude to every member, volunteer, supporter, and sponsor who has made the past year such a success. It is your dedication, passion, and belief in the power of Scouting that enables us to continue to help our young people learn and grow.

Stuart Ballard, Group Chairman

Section E: Financial Review

Financial strategy

The long-term financial strategy of 1st Claygate Scout Group ("the Group") is:

- To fund through subscriptions regular expenditure on the Scout Centre, administration, leader training, the weekly programme of meetings, transport costs and the annual membership fee levied to every member of the association by UK Scout Headquarters, Surrey County Scouts and Esher District Scouts.
- To make activities such as camps, trips, etc. self-funding.
- To fund through fundraising activities capital expenditure such as building improvements, equipment for new activities, vehicles, camping and other equipment renewals, band instruments and IT to allow the leaders to maintain delivery of a high-quality scouting programme.

Reserves Policy

Over the medium- to long-term we aim to maintain cash reserves at a level that enables us to continue to provide a full programme of activities and capital expenditure for three years in case of an unpredictable set of events which cause a reduction in the Group's revenues. We estimate this to be £105,000. This is our assessment of the worst-case scenario and assumes that our net fundraising falls by 50% and membership subscriptions decline by a third. Our experience managing through the Covid-19 emergency has indicated that this level of reserves is fully justified and appropriate.

Basis of preparation of accounts

The accounts are prepared on a receipts and payments basis which is permitted under current legislation for charities with receipts below £250k in their financial year.

Financial review 2022-23: receipts and payments

This was the first year since 2019-20 that we managed a normal year of revenues and expenditure, unhindered by COVID constraints and regulations. It is pleasing to report that the Group's finances recovered well and membership of the Scouting sections reached record levels.

Subscriptions and Gift Aid

For the third consecutive year subscriptions were held at £50 per term throughout the year, achievable partly because of government grants received during the COVID pandemic, together with good control of costs at the Scout Centre. Gross subscription income was £47,574 (Prior Year (PY) £46,105), a 3% increase solely due to higher number of young members registered.

Most parents register for Gift Aid on subscriptions, which provides an additional 25% income and helps keep the overall level of subscriptions down (they would need to be £62 instead of £50 per term if Gift Aid was not claimable). Gift Aid received during the year was £11,610 (PY £6,754) – the prior year figures being impacted by the lower membership fees charged during the pandemic. We are very grateful for parents' continued support by registering for Gift Aid.

Fundraising

Fundraising activities raised record sums, particularly from sale and delivery of Christmas trees, receipts from the beer festival, jumble sales and bedding plant sales and fireworks night. Gross fundraising receipts were 28% higher at £80,171 (PY £62,437). Net fundraising receipts of £42,373 were 50% higher than the prior year (£28,330) and enable us to build up reserves for future capital purchases.

Activities

Section activities were largely restored to the pre-pandemic scale and were well supported by our young members. Total activity receipts were £67,199 (PY £23,797) and expenditure was £76,939 (PY £28,196). Due to the cash accounting methodology, receipts are recorded in the financial year they are received, even if the activity takes place in a future financial year: this explains why expenditure was higher this year than receipts. The main activity for which significant receipts were received in earlier years, was the band trip to Disneyland Paris in Oct '22 and the Group Camp held in May '22.

Other Income

Grants and other income received is £2,143 (PY £11,747). The current year figure represents the insurance receipt following theft of our trailer in April 2022: the prior year figure represents the final tranche of government COVID grants, plus a local government grant for a space heater acquired during the COVID pandemic to heat external gazebos.

We received donations, primarily from company gift-matching schemes, of £7,355 (PY £5,977). These are shown as unrestricted donations. We also received some income from use of our minibuses, primarily from activities run by Esher District Explorers and use by local schools.

We received bank interest of £2,134 (PY £262) as interest rates on savings increased from the low levels of the previous few years.

Costs

The cost of running the Scout Centre, which includes insurance, gas and electricity, water rates, maintenance of the building/grounds and cleaning, was £30,173 (PY £25,203). The increase mainly comprised higher energy costs – partly because of the return to full scouting but also due to the well-advertised increase in energy costs in the past year – plus some significant work to the grounds including re-painting of the car park markings and a tree safety survey. Transport, administration and equipment maintenance were all higher than prior year as a result of the return to 'normal' scouting operations.

Capital expenditure was subdued at £1,269 compared with £16,025 in the prior year. The prior year figure includes £12,764, being the final payments for Project Merlin, the extension of the Scout Centre completed in February 2020. A number of capital projects are in progress, but the costs will be incurred in the 2023-24 financial year.

Cash

The cash balance on 31st March 2023 was £140,817 compared with £98,291 at 31st March 2022. £115,963 is held in interest-bearing accounts. Restricted funds of £10,000 comprise a legacy received some years ago which is earmarked for future purchase of land currently leased by the Group.

Assets and liabilities

As the accounts are maintained and prepared on a cash basis, there is no Group balance sheet.



1st Claygate Scout Group		308135	CC16a
Receipts and payments accounts			
For the period from	1st April 2022	To	31st March 2023

Section A Receipts and payments

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
A1 Receipts					
Membership subscriptions	47,574	-	-	47,574	46,105
Less: Levy for District, County & HQ	(15,171)			(15,171)	(13,691)
Membership subscriptions retained	32,403	-		32,403	32,414
Gift Aid	11,610	-	-	11,610	6,754
Regular Fundraising Gross	80,171	-	-	80,171	62,437
Income from Activities	67,199	-	-	67,199	23,797
Donations & Use of Equipment	8,941	-	-	8,941	6,383
Grants and other income received	2,143	-		2,143	11,747
Solar panels	862	-	-	862	905
Bank interest	2,134	-	-	2,134	262
Sub total (Gross income for AR)	205,463	-	-	205,463	144,699
A2 Asset and investment sales					
Sale of Assets	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	205,463	-	-	205,463	144,699
A3 Payments					
Premises	30,173	-	-	30,173	25,203
Regular Fundraising expenditure	37,798	-	-	37,798	34,107
Activities	76,939	-	-	76,939	28,196
Transport	6,198	-	-	6,198	5,103
Administration	6,503	-	-	6,503	5,409
Donations	1,625	-	-	1,625	1,852
Equipment Maintenance	2,432	-	-	2,432	1,057
	-	-	-	-	-
Sub total	161,668	-	-	161,668	100,927
A4 Asset and investment purchases					
Equipment, e.g. tents	709	-	-	709	1,003
Grounds expenditure	-	-	-	-	1,035
Office Equipment	-	-	-	-	1,079
Extension expenditure	-	-	-	-	12,764
Other capital expenditure	560	-	-	560	143
Sub total	1,269	-	-	1,269	16,025
Total payments	162,937	-	-	162,937	116,952
Net of receipts/(payments)	42,526	-	-	42,526	27,747
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	88,291	10,000	-	98,291	70,544
Cash funds this year end	130,817	10,000	-	140,817	98,291

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	Current accounts	24,354	-	-
	Deposit Accounts	105,963	10,000	-
	Petty Cash	500	-	-
	Total cash funds	130,817	10,000	-
		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)
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
	Signature	Print Name		Date of approval
Signed on behalf of all the trustees		Stuart Ballard, Group Chairman		19 July 2023
		Gary Ernest, Group Treasurer		19 July 2023

Gary Ernest, Group Treasurer

Section F: Other Optional Information

There is none.

Section G: Declaration

The Trustees declare that they have approved the Trustees' report above.
Signed on behalf of the charity's trustees:

Stuart Ballard, Chairman 19th July 2023

If you have any enquiries about this report or would like more information about 1st Claygate Scout Group, please contact either:

Stuart Ballard
Hugh Gostling

Group Chairman
Group Scout Leader

Tel: 0208 339 0423
Tel: 01372 464580

1ST CLAYGATE SCOUT GROUP

England & Wales - Charity number 308135

Accounts

Trustees' Annual Report & Accounts

1st April 2021 - 31st March 2022



Back to Normal!

The Scout Centre
Oaken Lane
Claygate
Surrey
KT10 0RQ

Section A: Reference and Administration Details

Charity Name: 1st Claygate Scout Group
Scout Association Registration No.: 05971
Charity Registration No.: 308135
Charity's principal address: see front cover
For the period covered, members of the Group Executive Committee acting as charity trustees were:

Ex-Officio:

Chairman	Stuart Ballard
Treasurer	Gary Ernest
Secretary	Rosy Treasure
Group Scout Leader	Hugh Gostling
Assistant Group Scout Leader	Debbie Bowles
Assistant Group Scout Leader	Mark Aulds
SASU Leader	Dave Creigh until November 2021

Trustees Nominated:

President	vacant
Vice President	Allan Carruthers
Vice President	Graham Gibbs (Trustee until September 2021)

Dennis Warren & Graham Gibbs remain Vice Presidents of the Group but are no longer Trustees

Trustees Elected:

Estate Management	Roger Hoad & Andrew Gilchrist (until May 2021)
Transport	Colin Coburn
Communications	Emma Smith
Parent Representatives	Becky & Guy Billingham (from May 2021)
Quartermaster	Jonathan Dawes

Bankers:	CAF Bank, West Malling
	Barclays Bank, Esher

Independent Examiner:	Ross Taylor
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Visit www.claygatescouts.org for more pictures and to keep up to date by subscribing using the Keeping in Touch link on our Home Page!

Section B: Structure, Governance and Management

Governance

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

The Group is a trust established under its rules which are common to all Scout Groups, and appoints its Trustees in accordance with the Policy, Organisation and Rules of the Scout Association.

The Group is managed by the Group Executive Committee (the GEC) 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 of proper accounts and making returns to the Charity Commission as appropriate.

The committee consists of 3 independent representatives, Chair, Treasurer and Secretary together with the Group Scout Leader and Assistant Group Scout Leaders, individual section leaders (by request) and parent representation, and meets every 2 months. The GEC members for the year under review are listed inside the front cover and met together during the period on the following dates: 19th May 2021, 15th July 2021, 15th September 2021, 17th November 2021 and 19th January 2022.

Members of the Executive Committee complete 'Essential Information for Executive Committee' training within the first 5 months of joining the committee and are all DBS-checked.

The GEC exists to support the Group Scout Leader in meeting the responsibilities of the Group including:

- Compliance with the Policy, Organisation and Rules of the Scout Association;
- The maintenance of Group property and equipment;
- The raising of funds and the administration of the Group finances;
- The insurance of persons, property and equipment;
- Assisting in the recruitment of leaders and other adult support;
- Promoting and supporting the development of Scouting in the local area;
- Managing and implementing the Safety Policy locally;
- Appointing any sub-committees that may be required;
- Appointing Group administrators and advisors other than those who are elected;
- Ensuring young people are involved in decision making;
- Managing the opening, closing and amalgamation of Group sections as necessary.

Risk and Internal Control

The COVID-19 virus continued to represent a risk for much of the year in question and has identified a risk which, although reduced in impact will remain with us for the future. Otherwise, the major risks and action to mitigate them, remain the same as previous years and are given below.

1. *Any event causing widespread or severe health issues among young people, leaders and others, which impact the Group:* Sections will be run virtually using tools like Zoom. Risk assessments for the resulting scenarios will be considered and implemented following Government guidance and guidance from the Scout Association as appropriate. Expenditure will be monitored to ensure lower revenue does not adversely impact the Group's financial situation.
2. *Fire, burglary and other damage to the building and equipment:* The Group would request the use of buildings and equipment from neighbouring organisations. The Group has sufficient building and contents insurance in place to mitigate against permanent loss.
3. *Injury to leaders, members, helpers and supporters:* Risk Assessments are undertaken before all activities whether virtual or face to face. These follow guidance from the Scout Association and

Government as appropriate. In addition, the GEC has a standing item on their meeting agenda to consider any mitigating action required to address any reported incidents. The Group, through the annual membership fees, contributes to the Scout Association's national accident insurance policy.

4. *Reduced income from fundraising:* 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 (see Financial Strategy on page 13). The Committee could raise the value of subscriptions to increase the income to the Group either temporarily or permanently.
5. *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 might have to be closures. To mitigate this the Group actively encourages all new parents to assist in whatever way they can and guarantees places for leaders' children.
6. *Reduction or loss of members:* The Group provides activities for all young people aged from 6 years of age and upwards. If there was a reduction in membership in a particular section or the Group as a whole then there would have to be a contraction, consolidation or closure of a section, or 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 material mismanagement or loss. These include 2 signatories for all bank payments and comprehensive insurance policies to ensure that major insurable risks are covered.

Section C: Objectives and Activities

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.

Group Objectives

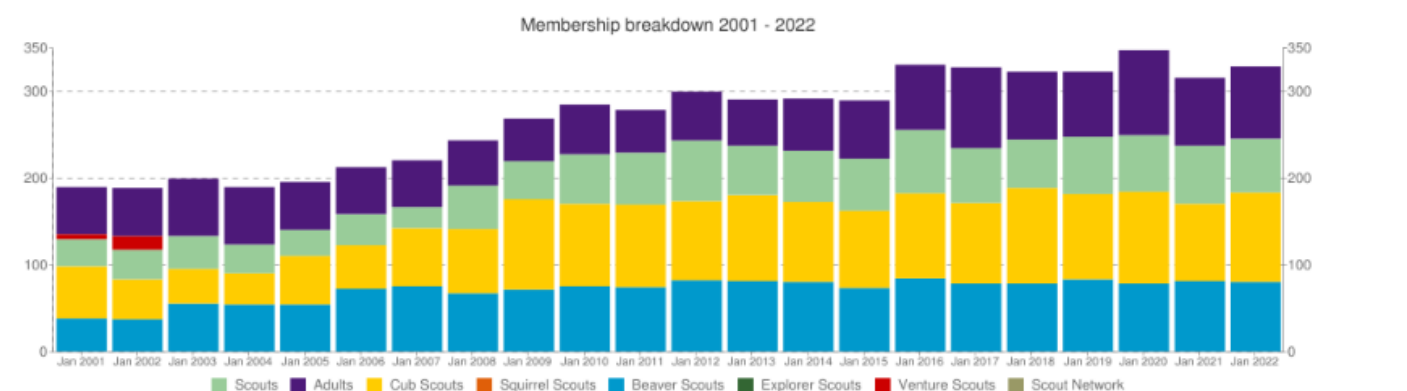
As part of the Scout Association, the aim of the Group is to promote the development of young people in achieving their full physical, intellectual, social and spiritual potential as individuals, as responsible citizens and as members of their local, national and international community. The method of achieving

this aim is by providing an enjoyable and attractive scheme of progressive training, based on the Scout Promise and Law and guided by trained adult leadership.

Group Scout Leader's Report

This has been another extraordinary year in Scouting. Whilst we were able to meet face-to-face we couldn't run nights away activities and it always felt like the restrictions might be re-imposed due the constantly unknown effects of the Pandemic. 2022 started positively, and progressively we have moved out of the restrictions so we could begin to plan a full programme as the year progressed.

I said last year that Scouting is a federation of the like-minded and the willing, and it remains these characteristics that give Scouting its strength in 1st Claygate. This strength is embedded across all nine Sections and our activities in the Group i.e. water sports, DofE and the 1st Claygate Scout and Guide Band.



So you will see that whilst our numbers slightly reduced when measured in January 2021 were reduced due to the Pandemic as the graph above shows, but in 2022 we were back to our 2019 level and the membership is still growing.

**Census of Membership in 1st Claygate
For the year ending 31st January 2022**

Census	Breakdown by year																					
	Jan 2001	Jan 2002	Jan 2003	Jan 2004	Jan 2005	Jan 2006	Jan 2007	Jan 2008	Jan 2009	Jan 2010	Jan 2011	Jan 2012	Jan 2013	Jan 2014	Jan 2015	Jan 2016	Jan 2017	Jan 2018	Jan 2019	Jan 2020	Jan 2021	Jan 2022
Squirrel Scouts	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
% change	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Beaver Scouts	38	37	55	54	54	72	75	87	71	75	74	82	81	80	73	84	78	78	83	78	81	80
% change	-	-2.6%	48.6%	-1.8%	0.0%	33.3%	4.2%	-10.7%	6.0%	5.6%	-1.3%	10.8%	-1.2%	-1.2%	-8.8%	15.1%	-7.1%	0.0%	6.4%	-6.0%	3.8%	-1.2%
Cub Scouts	60	46	40	36	56	50	67	74	104	95	95	91	99	92	89	98	93	110	98	106	89	103
% change	-	-23.3%	-13.0%	-10.0%	55.6%	-10.7%	34.0%	10.4%	40.5%	-8.7%	0.0%	-4.2%	8.8%	-7.1%	-3.3%	10.1%	-5.1%	18.3%	-10.9%	8.2%	-16.0%	15.7%
Scouts	31	34	38	33	30	36	24	50	44	57	60	70	57	59	60	73	63	56	66	65	67	62
% change	-	9.7%	11.8%	-13.2%	-9.1%	20.0%	-33.3%	108.3%	-12.0%	29.5%	5.3%	16.7%	-18.6%	3.5%	1.7%	21.7%	-13.7%	-11.1%	17.9%	-1.5%	3.1%	-7.5%
Explorer Scouts	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
% change	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Venture Scouts	6	16	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
% change	-	166.7%	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Scout Network	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
% change	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total YP	135	133	133	123	140	158	166	191	219	227	229	243	237	231	222	255	234	244	247	249	237	245
% change	-	-1.5%	0.0%	-7.5%	13.8%	12.9%	5.1%	15.1%	14.7%	3.7%	0.9%	6.1%	-2.5%	-2.5%	-3.9%	14.9%	-8.2%	4.3%	1.2%	0.8%	-4.8%	3.4%

The graph above shows how the Group numbers have changed since the move into the Scout Centre in 2006.

This year was again unusual. I still truly believe that Scouting is more important now than ever before, in giving young people a sense of connection and belonging. The young people have missed so much in terms of working in groups and socialising, and Scouting offers this naturally alongside the training programme.

We continue to focus on four key areas:

1. Delivering great programmes for our young people, which provide opportunities to work in teams, and leadership opportunities.
2. Developing existing adult volunteers with training and support, and recruiting new adults into leadership roles.
3. Keeping everyone safe
4. Continuing our involvement with our community

The dedication of our truly inspiring adults across all the sections and activities is to be celebrated and given thanks to many times over. The pandemic has tested our resilience, and collectively we encouraged each other to be innovative. It also increased our awareness of the importance of our mental health for both adults and our young people.

Last year I mentioned two new initiatives as follows:

Firstly, we have led the establishment of the District Dragon D of E Awards Group which provides support across Esher District. The aim of the group is to provide all members aged between 14 & 25, with the opportunity to participate in the Duke of Edinburgh's award scheme and at the same time achieve the equivalent scout awards. This has been successful and the recent newsletter shows this clearly.

Secondly, setting up the Young Leader Explorer Group, which provides training and support to our Explorer Scouts. It delivers the Young Leaders' Scheme which is an undiscovered jewel in the Scout programme. It sets out to enable Esher District to support Explorer Scout Young Leaders in their personal development and prepares them for further education, and the workplace, with confidence in their capabilities and with Skills for Life. This programme has gone from strength to strength and I wonder how we would do without it. Many thanks to Jonathan Perkins who has led on this initiative.

I offer my thanks and gratitude to everyone involved in 1st Claygate Scout Group, which ensures Scouting continues to provide fun, challenge, adventure and companionship to young people and adults alike – in a year when we've needed some of these things more than ever!

I now look forward to next year's report being back to tales of all of the many activities we undertake, and sharing with you what "the new normal" shapes up to be in 1st Claygate Scout Group.

Leaders

We have been successful in welcoming a number of new leaders to the Group and look forward to renewing efforts to recruit more when "new normal" Scouting begins.

We welcome **Namrata Kulkarni**, **Ben Homer**, **Adam Barrigan** and **Catherine Desson** to be leaders with our Beaver Sections. A number of existing leaders have changed section as their children move up and we are grateful for their continued support.

Beavers

The following report is from Beaver Leaders:

The Summer Term for Beavers began in the week beginning on 26th April following the Easter Break. For many it was the first time they had seen the inside of the Scout Centre as the only face to face meetings since March 2019 had been outside under canvas. The Summer term is traditionally the time we cover activities like Tent Pitching, Fire Lighting and Backwoods Cooking which are fundamental scouting skills. We were also lucky to be able to have a session with Hamish, an experienced Elmbridge Ranger, pond-dipping at West End which is always a popular activity. We were glad to be able to hold our first joint section event at Polyapes on the theme of Knights.



During the Autumn the focus was on the Skills Challenge badge, Cyclist & Health & Fitness. An outing to Holy Trinity Church in October procured the Faith Badge for those who attended. Much fun was had hunting for answers to clues inside the church. But the highlight was the Group Event in October welcoming everyone back to face to face scouting. This was held at the Scout Centre and provided activities for all sections from card-making to frisbee golf. All Beaver District Events had been cancelled because of the high risk of the virus amongst children of school age so it was good to be able to gather as a Group.

The Spring programme included working towards the Teamwork Challenge and International badges which is particularly useful as Chinese New Year is always fun to run.

The Chief Scouts Bronze Awards went to the following Beavers who are now all Cubs! We congratulate them all.

Maple: **Thomas Ansell, Ava Bruce, Dexter Cudmore, Lily Gooch, Euan Mohamed & Leo Uminski**

Oak: **Ollie Ashton, Albie Atherton, Alec Cowan, Arlow Forman, Hollie Holms, Jack Paskell, Isabelle Pearce & Isabelle Simpson**

Sycamore: **Alfie Donnelly, Luka Kelly, Henry Latimer & Daisy Mainwaring**

Willow: **Jonty Stimson & Henry New**

Cub Scouts

The following report is from Cub Leaders, Katie Ernest, Catherine Hackett and Alistair Smith

The reopening of Cub activity saw a strong turnout for the May Group Activity Weekend at Polyapes. Cubs came in groups for a half-day programme of fun including fire-starting, frisbee golf and (mini) raft building. Along with tent pitching and backwoods cooking evenings back at the Scout Centre, it felt like a return to traditional Cub activities, and to working on the Outdoors and Adventure Challenge badges, both of which had been hard to deliver in a virtual environment.

With leaders across the three packs working together on programming, we have moved to a three-year planning cycle in order to maximise the likelihood of Cubs achieving their Chief Scout Silver Award. In Autumn, our focus was on the World Challenge and Global Issues badges, aligning our activity around the environment to coincide with the COP26 Summit in Glasgow. We also continued to cover the Skills Challenge with healthy activities and a focus on mental health and the Cubs further honing their navigation skills with an evening walk around Claygate. A special Saturday event for the Sixers and Seconders let our older Cubs cook their lunch over a fire, play games and give vital feedback and input on the Cub programme and activities.

Returning in the New Year, the Winter Olympics in China allowed us to further advance the World Challenge and International badges, with Cubs learning about (and producing) Chinese art and discovering Chinese culture, food and history. Getting the Cubs working on their Emergency Aid skills saw evenings of bandaging and recovery position in the Scout Centre.

In March, Panther Pack's Oliver Webb and Monty Poll came first and second respectively in the District Cross Country and teams from 1st Claygate placed first (Lion Pack), second (Panther Pack) and fourth (Lynx Pack) in the District Cub Quiz.

The following Cubs are to be congratulated on achieving their Chief Scout Silver Awards:

Lions: **Amber Dean, Tristan Sippy, Zoe Colyer, Sarah Lotte, Adam Wood, George Armon-Jones and Lewis Moran**

Lynx: **Zak Barnett, Max Batey, Sullivan Lynes, Max Rayner and Owen Robson.**

Panthers: **Emily Burton, Monty Poll, Donnie Smith and Oliver Webb.**

Scouts

The following report is from Mark Woodward:

A gradual easing of Covid lockdown conditions allowed the Troop to return to a more usual programme. Starting in May, we organised two days of activities at Polyapes campsite in lieu of the typical GAW camp. We followed this with five days in July where Scouts were able to experience a typical summer camp programme with everything except the overnight camping (see photo alongside). This also provided an opportunity for the older Scouts to complete their Expedition Challenge and we were pleased to see a good number complete their Gold Award despite the challenges of the previous two years. We returned to a full programme in the autumn and re-started the Christmas post service, raising money for The Besom homeless charity. Frost camp in February was our first under-canvas residential for two years and was well attended by the older Scouts. The District Day Hike and Night Hike were popular with the Troop putting forward multiple teams in both events.



The following Scouts are to be congratulated on achieving their Chief Scout's Gold Award before moving up to Explorers:

Theo Venzelaar-Pelly, Redford Gull, William O'Brien, William Peasey, Sammy Worthington, Luke Smith, Elizabeth Farthing

Explorer Scouts

The following report was provided by Mark Burrows:

This year has seen the Selachii Explorer Unit regain its energy with numerous activities and successes. Overall numbers of active Explorers have remained stable with a good diversity of gender and ages.

Whilst some of the "big ticket" activities were cancelled including the Canyoning trip to Spain and the Winter Activity weekend, nevertheless we were able to complete a Surrey based Summer Camp including hiking and paddling activities.

We were also able to enable 6 Explorers to successfully complete their DofE Silver award expeditions and celebrate one Queen Scout Award.

Whenever possible we met in person, and enjoyed a variety of activities outside, with continued focus on cooking, fire lighting, navigation, personal skills, first aid and cycling.

We have also had good engagement in the Band, Young Leaders awards and other community activities.

So, despite some continuing challenges the Explorer's had a good active year with great engagement from across the District.

Explorer Scout Young Leaders at 1st Claygate

In the words of Jonathan Perkins:

The Group is very lucky to have a cohort of energetic and committed Young Leaders.

Young Leaders are volunteers within scouting and they are developing the necessary leadership skills so that they can play a full part in the leadership of a Section, whether a Beaver Colony, a Cub Pack or the Scout Troop.

This year has also seen a step change in how the Young Leader programme is delivered in the Esher District, which has been at the forefront in piloting a new Surrey Young Leader programme. The Surrey Young Leader pilot scheme provides leadership training and other essential skills to the Young Leaders in Four Stages: Games, Activities, Programme Planning and Programme Delivery. The Young Leaders combine their weekly experience in Section meetings with relevant online training, all available via the Surrey Scouts website, and practical workshops to build their confidence and knowledge.

Generally, there are 2-3 Young Leaders at any one time in each Section. The total numbers of Young Leaders active over the year (broken down per Section) were:

Section	Number of YLs in total over 12 months
Beavers	16
Cubs	12
Scouts	2
Band	2
TOTAL	32

It is a privilege to help so many young people mature as leaders, gaining skills which they will use throughout their time in scouting and in their careers ahead. I would like also to congratulate **Sam** on gaining his Young Leader Belt in March 2022, which I believe is the first ever in Esher District. Several other Young Leaders are also very close to completing this Top Scouting Award and we look forward to celebrating with them next year.

Thank you to all the Section Leaders for supporting your Young Leaders.

Further information about the Young Leader Scheme can be found here: [Surrey Scouts Young Leaders | Surrey Scouts \(surrey-scouts.org.uk\)](https://www.surrey-scouts.org.uk)

Scout Active Support Unit (SASU)

Prepared by Group Secretary, Rosy Treasure

Dave Creigh has done a great job in leading the Scout Active Support Unit although will be moving on shortly and so we will be looking for someone to take his place. The unit provides essential support to the Group where needed. As face-to-face activities have started to take place there has been a greater demand for practical help especially loading and unloading vans!

SASU members are either ex-leaders, ex-members or just keen supporters with specialist skills that they use to help the Group at various times. These include those who:

- maintain the grounds;
- drive the minibus to and from events, such as kayaking;
- run bases at camps/events;
- marshal at parades;
- provide administrative support to the Troop and Band;
- maintain the website;
- develop new IT systems;
- organise and support fundraising events such as the Plant & Jumble Sales.

Scout and Guide Band

Band Leader Robin Wilkinson provided the following report:

Although 2021/2 meant that we could begin face to face meetings, the rising Covid cases at Christmas led to the cancellation of our usual festive activities. The Band did however take part in the mini Claygate Village & Flower Show playing to a good audience in the car park of the Village Hall. We have continued to attract new members and even some adults who have returned after playing with us in their youth!

In November 2021 we were able to lead the Remembrance Parade with members of all group sections and to lead a parade for Woking Scouts at Brookwood Military Cemetery. We also played in the Parade at Christmas in lieu of our usual door to door Christmas Carolling.



We have been able to give some informal concerts to parents but the highlight of the year was probably our first big concert in March 2022 which was attended by the Lord Lieutenant. Everyone had worked really hard to put on a magnificent concert and the soloists all did really well.

We look forward to a year of many more of the usual pattern of events and in particular our trip to Disneyland planned in October.

I'd like to pass on my thanks to all in the band - band members and their parents, and the fantastic group of adult leaders who support the band in so many ways - both musically, administratively and organisationally. We really couldn't do it without all of you.

Group Executive

Prepared by Group Secretary, Rosy Treasure

The Executive continued to hold virtual meetings using Zoom with a resulting good attendance, for the period of this report. We were sorry to lose Graham Gibbs, our longest-standing member of the Group and a Vice-President, as a Trustee in September 2021. We thank him for sterling service over the years and will look forward to welcoming him at every opportunity to take part in Group events when able. Whilst no longer a trustee he joins our other Vice President Dennis Warren as a special member of the Group. Andy Gilchrist also stepped down after assisting Roger with Estates Management for some years. Thanks go to Andy for his time.

Stuart, our Chairman, continued to lead the committee of trustees as they progressed their way through the easing of restrictions resulting from the pandemic. Our main tasks are as follows:

- monitoring expenditure against budget
- assessing requests for special events
- improving the way we operate in relation to Governance
- carrying out regular reviews of policies
- maintenance of the fabric of the building and grounds
- regular servicing of boilers, alarms, extinguishers etc.;
- regular maintenance of transport;
- publicity and communication with our supporters through posters, adverts and the website
- liaison with and between our parents especially in relation to support for activities and events
- updating risk assessments
- maintaining existing equipment and approving new equipment purchases

In addition, this year we have undertaken the following worthy of note:

- completed a review and update of the Group's Social Media and Photographic Policy
- completed the snagging work remaining under the Merlin project
- reinstated the internal collection of recyclable materials
- hosted a District event bringing Chairs, Treasurers and Secretaries together for mutual benefit
- planned development of new systems to assist leaders

Our trustees provide a wide range of skills to support the section leaders, which are essential in running such a large group.

Looking forward

Having been stalled somewhat by the pandemic we will re-assess the Group's Development Plan and re-visit improvements to the building. The return to running normal activities has placed us in a better position to tackle our challenges for the coming year which are

1. Recruit more leaders and volunteers for other roles in the Group .
2. Introduce further ways of using digital technology to make life easier for everyone.
3. Improve our communications with past members and friends.
4. Ensure that the Training of Adults is at the core of what we do.
5. Create a digital archive of all our historic material

Conclusion

The last few years have proved our resilience and we will continue to grow and develop young people to meet the needs of the coming years.

Hugh Gostling, Group Scout Leader

Public Benefit

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. Subscriptions are charged for membership to cover immediate running costs of the Group and these do not unduly restrict membership. The Group follows the principle that no one should be excluded because of their inability to pay membership subscriptions.

Two key principles which demonstrate that Scouting's aims are for the public benefit are that through the Scouting methods, young people develop towards their full potential and that there is a clear link between the benefits for young people and the purpose of Scouting. The safety of young people is taken very seriously, and the benefits which Scouting activities provide, far outweigh the risks. Any private benefits from Scouting are incidental, other than to those as a beneficiary.

The Group admits members primarily from the areas of Claygate and Esher.

Section D: Achievements and Performance

Group Chairman's Review

The 2021/2022 year was a year free from national lockdowns, so life at 1st Claygate Scouts has returned to some semblance of normality.

The Scout Centre

The extension to the Scout Centre (that we so successfully completed on the eve of the first Covid lockdown) has now been put to full use. The extra capacity has allowed us to offer scouting to more young people than ever before.

Financial review

While not quite a standard year from a financial point of view, we had a stronger fundraising year than last, which has put us in a sound position. With minibuses back in use and similar pre-Covid expenses coming back on line, the costs look more like a "normal" year's.

You can see the full financial picture elsewhere in this report.

Premises upkeep and Vehicles

During the year, cleaning was enhanced, due to the risk of Covid, as the Scout Centre operated at full capacity. Roger Hoad worked hard to ensure the building was in a fit state and able to cope with Scouting activities operating as normal.

The maintenance days that were run during the year were well attended by parents and other volunteers and ensured the building and grounds were kept ship-shape.

Colin Coburn managed our minibus and vans bringing them back to road-ready, depending on circumstances.

As activities picked up, Jonathan Dawes ensured we had equipment in a fit state to ensure they all proceeded smoothly.

Fundraising

We are slowly returning to pre-Covid levels of fundraising which is encouraging.

The financial statements provide more information on revenue and expenditure from our fundraising events. Any surplus generated remains a key part of our budget planning each year.

With more fundraising events comes the need for more volunteers. It needs to be recorded that however small a part you play it is all very helpful to our raising money, contributing to community relations and group wellbeing.

We acknowledge the support from Central Government, Surrey County Council and Claygate Parish Councils and our local Co-op, as well as similar organisations that have provided financial support. Thank you also to those individuals who make donations to us.

Charitable activity & community relations

The Group's profile in Claygate is very high. The Group remains very committed to its role in the local community and it's encouraging that we can support Claygate in the ways we used to pre-Covid.

Publicity and Communications

Emma Smith continues to lead with respect to our communications initiatives. Communications remains vitally important as our numbers grow.

Rhid Tinkler continues to work hard to ensure our IT systems support the Group in the best way possible.

Adult support & recruitment

Much like painting the Forth Road Bridge, the process of ensuring we have enough adult support is an on-going one. Hugh works hard to ensure we can provide Scouting to as many young people as possible. Many thanks to all those that signed up to help in this past year.

Parent representatives

The Parent Representatives system acts as a liaison between parents and leadership and also ensures there is appropriate volunteer support for our various events. Becky and Guy Billingham co-ordinate this and I thank them for this and also thank the various parent representatives for their time.

Safety, safeguarding and risk management

While there has been less focus on Covid risks this past year (but still some!), ongoing risk assessments have taken place which are done to ensure our activities and assets are managed with care, to heighten awareness of health and safety requirements and thereby reduce or eliminate risk to our young people and others involved. The principal risks are outlined elsewhere in this report. "Safeguarding, health and safety" is a standing agenda item at the Executive Committee meetings, as we continue to ensure this important subject is given the attention it deserves.

Thanks

A successful scout group like ours relies on the help and support of literally hundreds of people. Thank you to all who have contributed to the Group in the last year. Our team of leaders give up so much of their time to ensure they continue to deliver fun and skills to our young people. The adults and parents who help at meetings and activities are key to this. To those who support the Group in some capacity whether on the Group Executive, Scout Active Support members, fund raisers, doing administration, practical help or whatever, a big thank you. Particular thanks go to Hugh, Mark, Gary and Rosy on the Group Executive who each devote so much of their time.

Scouting continues to enjoy a high profile in the UK. The Scouting movement provides unique opportunities to young people. Our challenge is to ensure we offer those opportunities to as many of the young people in our community as we can, while maintaining the quality of the programme that we offer

them and dealing with whatever unforeseen events that may lie around the corner. Thank you once again to everyone who has helped the Group during the year. I look forward to another successful scouting year ahead.

Stuart Ballard, Group Chairman

Section E: Financial Review

Financial strategy

1st Claygate Scout Group's ("the Group's") long-term financial strategy is:

- To fund through subscriptions regular expenditure on the scout centre, administration, leader training, the weekly programme of meetings, transport costs and the annual membership fee levied to every member of the association by UK Scout Headquarters, Surrey County Scouts and Esher District Scouts.
- To make activities such as camp, trips, etc. self-funding.
- To fund through specific fundraising activities capital expenditure such as building improvements, equipment for new activities, vehicles, camping and other equipment renewals, band instruments and IT to allow the leaders to maintain delivery of a high-quality scouting programme.

Over the medium- to long-term we aim to maintain cash reserves at a level that enables us to continue to provide a full programme of activities and capital expenditure for three years in the case of a downturn. We estimate this to be £70,000. This is our assessment of the worst-case scenario and is based on the assumption that our net fundraising falls by 50% and membership subscriptions decline by a third. Our experience managing through the Covid-19 emergency has indicated that this level of reserves is fully justified and appropriate.

Basis of preparation of accounts

The accounts are prepared on a receipts and payments basis which is permitted under current legislation for charities with receipts below £250k in their financial year.

Financial review 2021-22: receipts and payments

Although not as disruptive as in 2020-21, continued restrictions imposed by government regulations did have an impact on scouting activities, mainly on the ability to spend nights away during camps etc. However, all sections did manage to maintain a full programme of meetings, even if some of those were online. There was further government grant support during the year.

Subscriptions and Gift Aid

Subscriptions were held at £50 per term throughout the year. This compares with some periods during the prior year (PY) when we halved the subscriptions to reflect a reduction in the frequency of face-to-face meetings and activities. Overall subscription income was £46,105 (PY £24,049).

The majority of parents register for Gift Aid on subscriptions, which provides an additional 25% income and helps keep the overall level of subscriptions down (they would need to be £62 instead of £50 per term if Gift Aid was not claimable). Total Gift Aid receipts in the year were £6,754, compared to £10,520 in PY. Gift Aid is claimed in the following financial year, so the lower level of receipts in 21/22 is due to the lower level of subscriptions received in 20/21.

Fundraising

We were able to run some of our fundraising events, such as the Plant Sale, Fireworks, Christmas Trees, Christmas Grand Draw and the Beer Festival, during the year. All of these were extremely well supported, with record sales of Plants and Christmas Trees and a sold-out Beer Festival helping contribute to gross fundraising receipts of £62,437 (PY: £36,663). This is above the receipts in the last "normal" year (19/20) and was achieved despite jumble sales, the Claygate Flower Show and Christmas

Lights not taking place. The net receipts of £28,330 were 50% above PY, but below the level of 19/20 which included three jumble sales which operate with no costs.

Activities

Having been drastically curtailed in the prior year due to COVID restrictions, activities started again in 21/22 albeit at a reduced level with few overnight stays at away-camps. As a consequence, activities income was above 20/21 but less than 50% of the level in the last "normal" year in 19/20. Included in the 21/22 figures are advance payments for Group Camp in May 2022, Summer Trips for Scouts and Explorers and advance payments for the twice-delayed Band trip to Disneyland Paris, now scheduled for October 2022.

Other Income

We received government COVID grants of £10,667 (PY: £20,241) to help mitigate the impact of the COVID restrictions. In addition, we received a grant of £1,080 from Surrey County Council for a defibrillator (PY we received a grant from Surrey of £1,200 for a space heater to heat external tent accommodation utilised during the pandemic).

We received donations of £5,977 (PY £17,102) which are most welcome and in our accounts are shown as unrestricted donations. It should be noted that the PY figure includes a substantial grant received from one of our scout leader's employers which reflect a strong commitment to their employees supporting community charitable activities.

Costs

The cost of running the Centre, which includes insurance, heat and light, water rates, maintenance of the building/grounds and cleaning, was £25,203 (PY: £25,260). This includes a substantial increase in cleaning since pre-COVID, now undertaken daily instead of weekly. Transport costs increased substantially as the two mini-buses were brought back into use. Training costs were also back to pre-COVID levels.

The final costs for Project Merlin – the extension at the back of the Scout Centre – were incurred: £12,764 (PY: £12,024). No more Merlin costs are anticipated and the Fund has now been closed.

Non-Merlin capital expenditure was £3,261 (PY: £8,126) reflecting investment in two new gazebos, four endurance tents and a defibrillator, for which we received a grant (see above).

Cash

The cash balance on 31st March 2022 was £98,291 compared with £70,544 at 31st March 2021.

Assets and liabilities

As the accounts are maintained and prepared on a cash basis, there is no group balance sheet.

The Group maintains a number of bank accounts and places money not immediately required for recurrent expenditure on short-term deposit generating a small amount of interest.

Restricted funds are £10,000, a legacy received some years ago and earmarked for future purchase of land currently leased by the Group.

Funds breakdown

All regular receipts and payments are processed through the General Fund.

The Project Merlin Fund was opened in 2018 to allow income and expenditure relating to Project Merlin to be separately tracked. Project Merlin expenditure incurred in CY was £12,764 (PY: £12,024) which was the final payment to the contractor plus some minor remedial works undertaken by others. The Merlin Fund has now been closed.

Movements in the two funds during the year are as follows:

	General Fund	Project Merlin Fund	Total
Opening balances 1st April 2021	69,189	1,355	70,544
Movements 1 st April 2021-31 st March 2022	40,511	(12,764)	27,747
Switches between funds	(11,409)	11,409	-
Closing balances 31st March 2022	98,291	-	98,291

Gary Ernest, Group Treasurer

Section F: Other Optional Information

The only plan currently in place is to purchase the land to the rear of the Scout Centre.

Section G: Declaration

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

Signed on behalf of the charity's trustees:

Stuart Ballard, Chairman 17th July 2022

If you have any enquiries about this report or would like more information about 1st Claygate Scout Group, please contact either:

Stuart Ballard Group Chairman Tel: 0208 339 0423

Hugh Gostling Group Scout Leader Tel: 01372 464580

Appendix A

	1st Claygate Scout Group			308135	CC16a
	Receipts and payments accounts				
	For the period from	1st April 2021	To	31st March 2022	
Section A Receipts and payments					
	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
A1 Receipts					
Membership subscriptions	46,105	-	-	46,105	24,049
Less: Levy for District, County & HQ	(13,691)			(13,691)	(13,137)
Membership subscriptions retained	32,414	-		32,414	10,912
Gift Aid	6,754	-	-	6,754	10,520
Regular Fundraising Gross	62,437	-	-	62,437	36,663
Income from Activities	23,797	-	-	23,797	(11,525)
Donations & Use of Equipment	6,383	-	-	6,383	17,161
Other grants received	11,747	-		11,747	21,441
Other income	905	-	-	905	1,058
Bank interest	262	-	-	262	663
Sub total (Gross income for AR)	144,699	-	-	144,699	86,894
A2 Asset and investment sales					
Sale of Assets	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	144,699	-	-	144,699	86,894
A3 Payments					
Premises	25,203	-	-	25,203	25,260
Regular Fundraising expenditure	34,107	-	-	34,107	17,751
Activities	28,196		-	28,196	5,211
Transport	5,103	-	-	5,103	1,057
Administration	5,409	-	-	5,409	2,572
Donations	1,852		-	1,852	1,819
Equipment Maintenance	1,057	-	-	1,057	1,205
	-	-	-	-	-
Sub total	100,927	-	-	100,927	54,875
A4 Asset and investment purchases					
Equipment, e.g. tents	1,003	-	-	1,003	2,664
Grounds expenditure	1,035	-	-	1,035	2,816
Office Equipment	1,079	-	-	1,079	-
Extension expenditure	12,764	-	-	12,764	12,024
Other capital expenditure	143	-	-	143	2,646
Sub total	16,025	-	-	16,025	20,150
Total payments	116,952	-	-	116,952	75,025
Net of receipts/(payments)	27,747	-	-	27,747	11,869
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	60,544	10,000	-	70,544	58,675
Cash funds this year end	88,291	10,000	-	98,291	70,544

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	Current accounts	56,953	-	-
	Deposit Accounts	30,838	10,000	-
	Petty Cash	500	-	-
	Total cash funds	88,291	10,000	-
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
	Details			
B2 Other monetary assets				
	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
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 liability relates	Amount due (optional)	When due (optional)
B5 Liabilities				
	Signature	Print Name		Date of approval
Signed on behalf of all the trustees		Stuart Ballard, Group Chairman		16 July 2022
		Gary Ernest, Group Treasurer		16 July 2022



Section A

Independent Examiner's Report

Report to the trustees/
members of

1st Claygate Scout Group

On accounts for the year
ended

31st March 2022

Charity no
(if any)

308135

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

Responsibilities and
basis of report

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

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

Independent
examiner's statement

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

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

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

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

Signed:

Date: 23rd June 2022

Name:

Ross Taylor

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

Address:

57 Oaken Lane, Claygate, Esher, KT10 0RQ

1ST CLAYGATE SCOUT GROUP

England & Wales - Charity number 308135

Accounts

Trustees'

Annual Report & Accounts

1st April 2020 - 31st March 2021



Adapting for COVID-19!

The Scout Centre
Oaken Lane
Claygate
Surrey
KT10 0RQ

Section A: Reference and Administration Details

Charity Name: 1st Claygate Scout Group
Scout Association Registration No.: 05971
Charity Registration No.: 308135
Charity's principal address: see front cover
For the period covered, members of the Group Executive Committee acting as charity trustees were:

Ex-Officio:

Chairman	Stuart Ballard
Treasurer	Gary Ernest
Secretary	Rosy Treasure
Group Scout Leader	Hugh Gostling
Assistant Group Scout Leader	Debbie Bowles
Assistant Group Scout Leader	Mark Aulds
SASU Leader	Dave Creigh

Trustees Nominated:

President	vacant
Vice President	Allan Carruthers
Vice President	Graham Gibbs

Dennis Warren remains a Vice President of the Group but has stepped down as a Trustee

Trustees Elected:

Estate Management	Roger Hoad & Andrew Gilchrist
Transport	Colin Coburn
Communications	Emma Smith
Parent Representatives	vacant
Quartermaster	Jonathan Dawes

Bankers:	CAF Bank, West Malling
	Barclays Bank, Esher

Independent Examiner:	Ross Taylor
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Visit www.claygatescouts.org for more pictures and to keep up to date by subscribing using the Keeping in Touch link on our Home Page!

Section B: Structure, Governance and Management

Governance

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

The Group is a trust established under its rules which are common to all Scout Groups, and appoints its Trustees in accordance with the Policy, Organisation and Rules of the Scout Association.

The Group is managed by the Group Executive Committee (the GEC) 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 of proper accounts and making of appropriate returns to the Charity Commission.

The committee consists of 3 independent representatives, Chair, Treasurer and Secretary together with the Group Scout Leader and Assistant Group Scout Leaders, individual section leaders (by request) and parent representation, and meets every 2 months. The GEC members for the year under review are listed inside the front cover and met together during the period on the following dates: 20th May 2020, 15th July 2020, 16th September 2020, 18th November 2020, 20th January 2021 and 17th March 2021.

Members of the Executive Committee complete 'Essential Information for Executive Committee' training within the first 5 months of joining the committee and are all DBS-checked.

The GEC exists to support the Group Scout Leader in meeting the responsibilities of the Group including:

- Compliance with the Policy, Organisation and Rules of the Scout Association;
- The maintenance of Group property and equipment;
- The raising of funds and the administration of the Group finances;
- The insurance of persons, property and equipment;
- Assisting in the recruitment of leaders and other adult support;
- Promoting and supporting the development of Scouting in the local area;
- Managing and implementing the Safety Policy locally;
- Appointing any sub-committees that may be required;
- Appointing Group administrators and advisors other than those who are elected;
- Ensuring young people are involved in decision making;
- Managing the opening, closing and amalgamation of Group sections as necessary.

Risk and Internal Control

The COVID-19 virus and declaration of a global pandemic was a new risk that a significant amount of time was spent dealing with. Otherwise, the major risks and action to mitigate them, remain the same as previous years and are given below.

1. *COVID-19 virus causing health issues among young people, leaders and others and otherwise impacting the Group:* Risk assessments for all activities, including online activities, were prepared and reviewed by Esher District Scout Association. Government guidance and guidance from the Scout Association was followed. Expenditure was monitored to ensure lower revenue did not adversely impact the Group's financial situation.
2. *Fire, burglary and other damage to the building and equipment:* The Group would request the use of buildings and equipment from neighbouring organisations. The Group has sufficient building and contents insurance in place to mitigate against permanent loss.
3. *Injury to leaders, members, helpers and supporters:* Risk Assessments are undertaken before all activities. In addition the GEC has a standing item on their meeting agenda to consider any

mitigating action required to address any reported incidents. The Group, through the annual membership fees, contributes to the Scout Association's national accident insurance policy.

4. *Reduced income from fundraising:* 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 (see Financial Strategy on page 12). The Committee could raise the value of subscriptions to increase the income to the Group either temporarily or permanently.
5. *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 might have to be closures. To mitigate this the Group actively encourages all new parents to assist in whatever way they can and guarantees places for leaders' children.
6. *Reduction or loss of members:* The Group provides activities for all young people aged from 6 years of age and upwards. If there was a reduction in membership in a particular section or the Group as a whole then there would have to be a contraction, consolidation or closure of a section, or 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 material mismanagement or loss. These include 2 signatories for all bank payments and comprehensive insurance policies to ensure that major insurable risks are covered.

Section C: Objectives and Activities

Group Objectives

As part of the Scout Association, the aim of the Group is to promote the development of young people in achieving their full physical, intellectual, social and spiritual potential as individuals, as responsible citizens and as members of their local, national and international community. The method of achieving this aim is by providing an enjoyable and attractive scheme of progressive training, based on the Scout Promise and Law and guided by trained adult leadership.

Group Scout Leader's Report

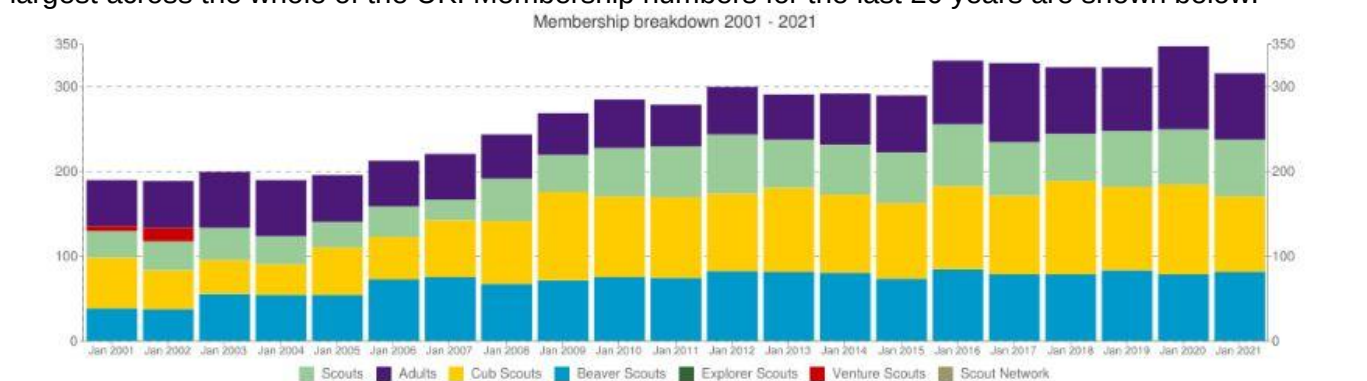
This has been the most extraordinary year in Scouting, not so much for planned activities but for the lack of them. What we recognise and give thanks for is the actions which have been taken to keep Scouting alive when almost no face-to-face activity took place.

Scouting is a federation of the like-minded and the willing, and it is these characteristics that give Scouting its strength in 1st Claygate. This strength is embedded across all nine Sections in the Group and the Band. The overriding circumstance last year was the outbreak of Coronavirus at the start of the year which effectively reduced all face-to-face scouting to a minimal period in the Autumn. I cannot praise and thank enough, all of the leaders across the Group who put so much effort into providing Scouting online.

Special thanks from me, and I am sure all of you, to Mark Aulds and Debbie Bowles for all their efforts this year, they have put so much into ensuring that we have had the resources to deliver Scouting both face-to-face and virtually.

It is to everyone's credit that our membership numbers in the census showed a slight reduction of 12 for the year and our numbers are already increasing as we have returned to face-to-face Scouting.

It is great to know 1st Claygate is the second largest Scout Group in Surrey and we are equal eighth largest across the whole of the UK. Membership numbers for the last 20 years are shown below.



Whilst the pandemic affected the way in which we deliver Scouting, it didn't stop our young people. One in particular was Elouise Budd who, despite everything, completed her Queen's Scout Award including delivering her presentation virtually.

We successfully opened our fourth Beaver Colony in September and Willow Colony is now firmly established and I enjoyed attending their recent investiture.

This year has been unlike any we've experienced in our lifetimes. I truly believe that Scouting is more important now than ever before, to give young people a sense of connection and belonging. During this period of COVID-19 recovery, as we start to get back together safely, we've been focusing on three key areas:

1. Delivering great programmes for our young people
2. Developing existing adult volunteers with training and support, and recruiting new adults into leadership roles.
3. Keeping Everyone Safe

I have been humbled by the dedication of our truly inspiring adults across all the sections and activities who took up the challenge of working in a digital world overnight by up-skilling in new areas of digital technologies. They all worked together to implement new programmes almost overnight. All of our Sections and the Band have been delivering some form of Scouting digitally over the past 12 months.

The pandemic has tested our resilience, and collectively we encouraged each other to be innovative and it also increased our awareness of the importance of prioritising our mental health for both adults and our young people. This is demonstrated in the set up of two new initiatives.

Firstly, we have led the establishment of the District Dragon DofE Awards Group which provides support across the District. The aim of the group is to provide all members aged between 14 & 25, with the opportunity to participate in the Duke of Edinburgh's award scheme and at the same time achieve the equivalent scout awards. It also provides members of different groups, an opportunity to work together to achieve a common goal. Thank you to Mark Southey for leading on this.

Secondly we have established a Young Leader Explorer Group, which provides training and support to our Explorer Scouts. It delivers the Young Leaders' Scheme which is an undiscovered jewel in the Scout programme. It sets out to enable the District to support Explorer Scout Young Leaders in their personal development and prepares them for further education, and the workplace, with confidence in their capabilities and with Skills for Life. Many thanks to Jonathan Perkins who has led on this initiative.

Let's all keep in mind that Scouting is - Good for your health and happiness - Good for your skills - Good for your family and community. Scouting changes lives precisely because volunteers show up, get stuck in and make it happen. I'd like to pay tribute to Esher District Scouts' amazing volunteers: you've kept our movement going and we couldn't have done it without you. We'll never forget how you supported young people when it mattered most. Quite simply, you are amazing. Stay safe, and stay well!

Leaders

We have been successful in welcoming a number of new leaders to the Group and look forward to renewing efforts to recruit more when “new normal” Scouting begins.

We welcome **Gordon Clark** (Willow), **Jamie Sergeant** (Scout Troop), **Kirsty Datta** (Willow), **Hilary Coy** (Lynx) and **Beth Candy** (Panthers).

We also welcomed back **Lucy Stimson** (ex-cub leader) and **Rosy Treasure** (ex-beaver leader) to Willow which was the real catalyst to ensuring that Willow is now so firmly established.

Beavers

Spring Term 2020 began with us all in Lockdown and Beavers using Zoom meetings to finish the Skill Challenge. This involved activities such as helicopter making and learning the RAF phonetic alphabet to gain the Aircraft Stage 1 Badge.

On the weekend of 16/17 May a virtual GAW Zoom was run with Beavers going on a scavenger hunt outside with their parents as part of the Photographer Badge. To achieve their Nights Away Badge, the leadership team showed great adaptability by asking Beavers to build a den at home, sleep in it overnight and join in a Zoom campfire sing-along.

Zoom meetings continued twice a week well into July with the Beavers cooking pizza, making frozen yogurt ice cream, drawing, learning Chinese words, origami, doing keep fit exercises, making a kite and playing lots of games. This all formed part of the Cook Badge and the World Challenge.

In September 2020 Willow Colony was opened just in time for Face-to-Face Scouting. It was great to see all Beavers again and we enjoyed the cycling, tent pitching, Backwoods cooking, insect hunting, tracking and fire lighting sessions outside in the grounds of the Scout Centre.



Beavers finally get together at GAW
2021 – with masks!

We were back to Zooming on Wednesdays and Thursdays from 9th November until the end of March 2021. The programme covered the World Challenge: learning about English traditions such as cheese rolling, clog dancing, learning about Chinese New Year, making dragons and Chinese hats. We even managed to invite a police officer to give a talk as we learnt about the Emergency Services. As part of the Teamwork Challenge we built a spaghetti tower and learnt about being a good friend through quizzes and Spot the Difference games.

The Zoom meetings also included origami (whales, sharks, burgers, bunnies), craft, Scavenger Hunts, quizzes, games and even some cooking - pizza and cheese straws - which was a real hit.

We ended the term with a Zoom Easter hunt with the help of the parents.

The Zoom meetings proved hugely successful with between 30 and 50 Beavers on each of the meeting nights. We even invested quite a few new Beavers over Zoom who had never been to the Scout Centre!

The following Beavers are to be congratulated on achieving their Chief Scout Bronze awards:

Oak Beavers: **Albie Atherton, Maximus Davies, Eddie Fleming.**

Sycamore Beavers: **Benjamin Farren, Theo Colkett, Carmel Sewell, George Spencer, Matthew King, Charlie Rowse, Luke Moore, Eddie Gilchrist, Leo Moffat, Zac Billingham, Angus Thomson.**

Maple Beavers : **Sam Hendriks, Alex Lotte, Alex Marson, Dominic Marson, George McCartney-Fox, Henry Owen, Luca Saunders, Benjamin Springett.**

Cub Scouts

As we got used to lockdown, we started our Zoom program with internet safety and the Digit Citizen Staged Badge. We held 2 meetings of an hour each week, cycling through a rota that covered 2 different evenings each week. Cubs from all 3 packs could join any of the meetings giving everyone a fair chance at attendance. Leaders from all 3 packs contributed program content. We continue with badge work for the Naturalist Badge, Navigator and the New Staged Badge: The Great Indoor Badge. Additional content included map reading walks around Claygate and sleeping in tents in the garden or dens in the house and various District challenges.

As we started September, we were able to hold the first of our face-to-face meetings. So that we could accommodate everyone within COVID-19 rules, we held 2 staggered sessions a week for half the pack and repeated this for the other half the following week. We covered the Disability badge and the Communicator badge. As we approached Christmas, we found ourselves back in lockdown and on Zoom. This time our program covered the Entertainer Badge, cooking and different skills for the Skill Challenge and Home Help Badge. We continued with a calibrated program however each pack met on their regular evening. Cubs choose East Elmbridge Foodbank as this year's charity.

We started 2021 on Zoom with a similar program and a treasure hunt around Claygate but by half term we were allowed back to face-to-face and this time COVID-19 rules had changed allowing the full pack to meet in one evening. Over Easter we held an Easter Egg hunt also in aid of the East Elmbridge Food Bank. Gaining the Chief Scout Silver during this time was a challenge as there have been no hikes or camping however, with some creativity, there were a number who were able to achieve it.

The following Cubs are to be congratulated on achieving their Chief Scout Silver awards:

Lions: **Daisy Hendrikx, Amy Hides, William Spencer & Thomas Bainbridge**

Lynx: **George Ball, Eva Sewell, Isla Wright, Leo Batey, Roan Brewer, Dillon Naik, George Warriss & Matthew McLaren**

Panthers: **Megan Evans, Gregor Logan & Will Logan**

Scouts

With the COVID-19 lockdown requiring a re-think of the programme, the Troop quickly adapted to running meetings on Zoom and we had great participation in a "camp at home" version of GAW in May with shared activities and challenges. To ensure that Scouts were still able to complete their Chief Scout Gold awards, we adapted the format of the Expedition Challenge and were delighted to see a good number of scouts take part and complete their awards during the summer holidays. The autumn term saw a return to face-to-face scouting, albeit in limited numbers and outdoors only. By alternating weekly attendance between the two halves of the troop, we were able to provide sessions for everyone and were relieved to see the troop numbers remaining steady. We unfortunately had to suspend the Christmas Post service for 2020, but with the country back in lockdown and no face-to-face scouting it would not have been practical. The spring term saw a return to in-person events with a gradual easing of the restrictions enabling us to return to full troop meetings every week. Activities have included fire lighting, backwoods cooking, pioneering, camping skills, wide games, hike and map/compass training.



Scouts at GAW

The following Scouts are to be congratulated on achieving their Gold Award before moving up to Explorers:

Alisha Grosse, Charlie Trollope, Emma Vorbrich, Eric Vorbrich, Harry Cross, Jaimon Govender, Lawrence Budd, Nicole Elliott, Sam Warner, Sophie Hutchison, Evie Dawes,

Explorer Scouts

Despite the challenges of the last year, the Selachii Explorer Unit kept active and remain a vibrant, diverse unit. We have certainly made good use of Zoom, with many different types of activities including quizzes and escape rooms. One of the highlights was a powerful talk on mental health which was shared at the District level with more than a 100 attendees.

Whenever possible we met in person, and enjoyed a variety of activities outside, much of which involved fire and food! We also honed our core Scouting skills, had fun with fireworks and when permissible went cycling.

We were also able to enable 6 Explorers (or Network Scouts) successfully complete their DofE Gold award expeditions.

So whilst many activities were cancelled, including our planned Canyoning trip to Spain, nevertheless in true Explorer style we adapted, engaged and made the most of what was allowed with great support from across the District.

Scout Active Support Unit (SASU)

The 1st Claygate Scout Active Support Unit, led by David Creigh continues to provide support to the Group where needed. In many cases during this unusual year, this has been less but in some cases much more!

SASU members are either ex-leaders, ex-members or just keen supporters with specialist skills that they use to help the Group at various times. These include those who:

- maintain the grounds;
- drive the minibus to and from events, such as kayaking;
- run bases at camps/events;
- marshal at parades;
- provide administrative support to the Troop and Band;
- maintain the website;
- develop new IT systems;
- organise and support fundraising events such as the Plant & Jumble Sales.

Scout and Guide Band

Band Leader **Robin Wilkinson** provided the following report:

Despite the challenges imposed by COVID-19, the Band has continued to make good progress through 2020/21 and we have welcomed 8 new members to the band. Bringing in new, young band members every year is vital to the long-term success of the band. I feel very optimistic about the future with these talented people who are just starting out on their musical career.

Just before lockdown began, we had our annual concert (March 2020). This was an exceptionally good event - quite possibly the best concert the band has ever put on. Every single band member - from the youngest member of junior band through to our senior section - pulled out a great performance. Feedback from everyone who attended was excellent.

Regrettably, all other performances had to be cancelled during the year due to COVID-19. We were very close to being able to proceed with our annual Christmas carolling around the village, but then the rules changed (again!) which meant we had to cancel. Nevertheless, after the summer break, band rehearsals continued by using Zoom and, wherever possible, in person in small groups within the framework allowed by the COVID-19 rules. In Scouting tradition, despite the restrictions, we made it work. For a number of weeks in the autumn, we rehearsed on Sunday afternoons, in three separate groups in the corners of the grounds of the Scout Centre, but we were still able to play together!!!

Looking ahead, we are optimistic about 2021/22 and hope to encourage even more new members to join the band. We have a range of events planned for the autumn and winter, and looking further afield our delayed trip to Disneyland Paris is now scheduled for autumn 2022.

I'd like to pass on my thanks to all in the band - band members and their parents, and the fantastic group of adult leaders who support the band in so many ways - both musically, administratively and organisationally. We really couldn't do it without all of you.

Group Executive

The committee led by Stuart, our Chairman, has addressed a number of topics throughout this exceptional year. Fundraising events and normal activities have been curtailed due to the COVID-19 virus so the emphasis this year has been on ensuring that we are operating safely either on Zoom or, when government restrictions have permitted in heated marquees in the grounds of the Scout Centre.

- monitoring expenditure against budget
- assessing requests for special events
- improving the way we operate in relation to Governance
- carrying out regular reviews of policies
- maintenance of the fabric of the building and grounds
- regular servicing of boilers, alarms, extinguishers etc.;
- regular maintenance of transport;
- publicity and communication with our supporters through posters, adverts and the website
- liaison with and between our parents especially in relation to support for activities and events
- updating risk assessments
- maintaining existing equipment and approving new equipment purchases

We are fortunate to retain a committee with wide-ranging skills that ensures we are able to provide the level of support required in running such a large Group. Working groups are set up where tasks need progression between meetings and these items are then taken to the Group Exec for approval. This year groups have been set up to look at the Group's Development Plan and to record compliance with the Scout Association's Policy, Organisation and Rules manual.

Looking forward

Like all Groups throughout the UK and indeed the world, we have been affected by the global pandemic. However, in Claygate we have risen to the challenge to provide Scouting at Home.

We are now back meeting face-to-face which is being enjoyed by both the adults and young people. The new upstairs extension will come into its own as we return and continue with our plans for the Group going forward. Our challenges for the coming year are to

1. Recruit leaders and volunteers for other roles in the Group .
2. Introduce further ways of using digital technology to make life easier for everyone.
3. Improve our communications with past members and friends.
4. Ensure that the Training of Adults is at the core of what we do.

Conclusion

The challenges faced in the past year have shown the adaptability of the team of leaders and helpers we have, here in Claygate. As we move to a state as close to "Normal" as we safely can, this teamwork will continue to help us face whatever challenges are ahead.

Hugh Gostling, Group Scout Leader

Public Benefit

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. Subscriptions are charged for membership to cover immediate running costs of the Group and these do not unduly restrict

membership. The Group follows the principle that no one should be excluded because of their inability to pay membership subscriptions.

Two key principles which demonstrate that Scouting's aims are for the public benefit are that through the Scouting methods, young people develop towards their full potential and that there is a clear link between the benefits for young people and the purpose of Scouting. The safety of young people is taken very seriously, and the benefits which Scouting activities provide, far outweigh the risks. Any private benefits from Scouting are incidental, other than to those as a beneficiary.

The Group admits members primarily from the areas of Claygate and Esher.

Section D: Achievements and Performance

Group Chairman's Review

This year has presented challenges that few of us could have foreseen. In true Scouting spirit, the team at 1st Claygate has risen to the tasks at hand. Whether it be leaders learning to use Zoom for the first time, or literally dozens of risk assessments being prepared and followed, or our Assistant GSLs taking over various responsibilities while Hugh's NHS job commitments took precedence, everyone in the Group has gone the extra mile this year. For that, we should all be immensely proud.

As life begins to return to normal, it has been a pleasure to see young people making use of the extended Scout Centre. While circumstances have meant the building has not been used as much as we would like, we are well placed to offer scouting to more young people in the future.

Financial review

It has been far from an average year from a financial point of view. Membership fees were reduced by 50% to reflect the move to online meetings during the various lockdowns. However, costs were managed carefully and with government support, we finish the year with a higher cash balance than we started. There will be some further implications from COVID-19 that will be reflected in the 2021/22 financial year, but the Group remains in a reasonable financial position.

You can see the full financial picture elsewhere in this report, including the government support we have received as part of the COVID-19 relief package.

Premises upkeep and Vehicles

During the year, cleaning was reduced and the empty periods allowed the maintenance programme to continue when permitted without interfering with the scouting programme. Roger Hoad and Andrew Gilchrist worked hard to ensure the building was in a fit state to re-open for in person meetings.

The maintenance days that were run during the year were well attended by parents and other volunteers and ensured the building and grounds were kept ship-shape.

Colin Coburn managed our minibuses and vans keeping them either SORNed or road-ready, depending on circumstances.

Fund raising

COVID-19 has had a dramatic impact on our fundraising efforts. Events such as our jumble sales and beer festival were cancelled.

However, those fundraisers that could take place in a COVID-19 secure way, were very well supported. Plant sales and the Christmas tree sales were both very successful.

The financial statements provide more information on revenue and expenditure from our fund-raising events. Any surplus generated remains a key part of our budget planning each year.

There have been limited opportunities to volunteer this past year. We look forward to hopefully a more normal fundraising year ahead. It needs to be recorded that however small a part you play, it is all very helpful to our raising money, contributing to community relations and group wellbeing.

We acknowledge the support from Central Government, Elmbridge Borough and Claygate Parish Councils and our local Co-op, as well as similar organisations that have provided financial support. Thank you also to those individuals who make donations to us.

Charitable activity & community relations

It has perhaps been our quietest year ever in terms of charitable activity and community relations, due to COVID-19.

The Group's profile in Claygate is very high. The Group remains very committed to its role in the local community and we look forward to picking up activity again when circumstances permit.

Publicity and Communications

Emma Smith has taken over the reins with respect to our communications initiatives. Communications has remained vitally important during these difficult times.

Rhid Tinkler has worked hard to help ensure our online programme was delivered effectively, as well as taking care of the business as usual activities.

Adult support & recruitment

Even in this most unusual year, we have managed to open a new Beavers colony to use the new extension to the Scout Centre. This has obviously involved new leaders and we thank those new volunteers for their commitment. As the young people in the new colony move through the Group, so we will need more volunteers.

Hugh works hard to manage the waiting list and recruit the necessary leaders to ensure we can offer scouting opportunities to the maximum number of children in our community.

Parent representatives

The Parent Representatives system acts as a liaison between parents and leadership and also ensures there is appropriate volunteer support for our various events. Enrico Sorbello and Angela Mazur have moved away from Surrey and we thank them for their work in this area. Becky and Guy Billingham have agreed to take over the co-ordination role and I thank them for this and also thank the various parent representatives for their time.

Safety, safeguarding and risk management

During the year, COVID-19 has meant a dramatic change to the way we deliver scouting to young people. This has required a huge amount of work to firstly move to virtual meetings, and then to introduce face-to-face meetings in a COVID-19-secure manner. Central to this was ensuring the safety of the young people and volunteers which resulted in a robust risk assessment process that involved many people within the organisation.

In addition to the COVID-19 focussed risk procedures, ongoing risk assessments have taken place which are done to ensure our activities and assets are managed with care, to heighten awareness of health and safety requirements and thereby reduce or eliminate risk to our young people and others involved. The principal risks are outlined elsewhere in this report. "Safeguarding, health and safety" is a standing agenda item at the Executive Committee meetings, as we continue to ensure this important subject is given the attention it deserves.

Thanks

A successful scout group like ours relies on the help and support of literally hundreds of people. Thank you to all who have contributed to the Group in the last year. Our team of leaders give up so much of

their time to ensure they continue to deliver fun and skills to our young people, whether that be face-to-face or via Zoom. The adults and parents who help at meetings and activities are key to this. To those who support the Group in some capacity whether on the Group Executive, Scout Active Support members, fund raisers, doing administration, practical help or whatever, a big thank you. Particular thanks to Hugh Gostling our Group Scout Leader and Gary Ernest, our Treasurer who have been instrumental in making the extension a reality (amongst their many other duties). And to Mark Aulds and Debbie Bowles who have stepped up as Assistant GSLs while Hugh's work commitments increased due to COVID-19.

Rosy Treasure continues to ensure that the Committee runs smoothly and her expertise outside of scouting has been instrumental in helping us navigate the path into lockdown and out the other side.

Scouting continues to enjoy a high profile in the UK. The Scouting movement provides unique opportunities to young people. Our challenge is to ensure we offer those opportunities to as many of the young people in our community as we can, while maintaining the quality of the programme that we offer them and dealing with whatever unforeseen events that may lie around the corner. Thank you once again to everyone who has helped the Group during the year. I look forward to another successful scouting year ahead.

Stuart Ballard, Group Chairman

Section E: Financial Review

Financial Strategy

The Group's long-term financial strategy is:

- To fund through subscriptions regular expenditure on the Scout Centre, administration, leader training, the weekly programme of meetings, transport costs and the capitation fee levied to every member of the association by Scout Headquarters and Surrey County
- To make activities such as camp, trips, etc. self-funding
- To fund through specific fundraising activities capital expenditure such as building improvements, equipment for new activities, vehicles, camping and other equipment renewals, band instruments and IT to allow the leaders to maintain the high quality of the programme

Over the medium- to long-term we aim to maintain cash reserves at a level that enables us to continue to provide a full programme of activities and capital expenditure for three years in the case of a downturn. We estimate this to be £70,000. This is our assessment of the worst-case scenario and is based on the assumption that our net fundraising falls by 50% and membership subscriptions decline by a third. Our experience managing through the COVID-19 emergency has indicated that this level of reserves is justified and appropriate.

Basis of preparation of accounts

The accounts are prepared on a receipts and payments basis which is permitted under current legislation for charities with receipts below £250k in their financial year.

In our prior financial year (PY) receipts exceeded £250k. However, this was a once-off event entirely due to the receipt of grants, donations and funds in support of our building extension work, Project Merlin, which was completed in February 2020. The level of receipts is not expected to exceed the £250k threshold in the foreseeable future. For this reason, the Group decided in 2019-20 to continue with receipts and payments accounts for PY reporting to ensure consistency between years. This treatment was agreed last year with the Independent Examiner.

Financial review 2020-21 and COVID-19 impact

As explained elsewhere in the Trustees' Report, COVID-19 has had a significant impact on the Group's activities in 2020-21 (CY), with the consequential impact on the Group's financial statements. The most significant impacts are as follows:

- To reflect the reduction in frequency of weekly section meetings and the move to online participation, membership fees were halved from £50 to £25 for most of the year, resulting in overall membership fee receipts 45% lower than PY. Gift Aid was about the same level as PY because it was calculated on membership fees received in 2019-20. Gift Aid receipts in the next financial year will be 40% (c.£4,000) lower.
- All fundraising events which involved people congregating were cancelled, so we did not run the beer festival or jumble sales and did not perform a band concert for the first time in many years. In addition, two of the community organised events in which the Group takes part, the Claygate Flower Show and the Christmas Lights, were also cancelled. However, two of our big annual fundraisers, the sale of Christmas trees and the Bedding Plant Sale, went ahead in a COVID-19-secure way and recorded record sales which limited the reduction in net fundraising receipts to 38% below PY.
- All camps and trips for our young people were cancelled or postponed, the most significant being the annual Group Camp, summer Scout Camp, the Explorers' trip to Spain and the band trip to Euro Disney. Refunds of deposits paid in PY were made for the first three of those camps, which resulted in a negative value of £(11,525) shown against Receipts from Activities (deposit refunds are shown as a reduction of revenue). Deposits for Euro Disney are still held at 31st March 2021 as it is planned that the postponed event will take place in October 2021.
- We received £21,441 from the government's Retail, Leisure and Hospitality grant, which helped mitigate part of the reduction in membership fees and fundraising receipts.
- Regular expenditure (excluding capital) at the Scout Centre was reduced but because a substantial part of our expenditure is effectively fixed (insurance, membership fee to UK HQ, lease payments, water and telephone charges and refuse collection) the possible savings were limited. Reductions in energy costs, transportation (both minibuses were both SORNEd) and administration were achieved but were offset by higher expenditure on cleaning and hygiene consumables. In addition, we took advantage of the closure of the Scout Centre over the summer to undertake maintenance work including re-sealing the main hall floor, upgrading the fire alarm system and some grounds maintenance.
- Capital expenditure (excluding Project Merlin) increased from £4,567 in PY to £8,126 in CY. Most of the increase was due to additional expenditure to enable meetings to take place on site in a COVID-19 secure way, including installation of a handwash trough by the front door, purchase of additional marquees to allow multiple outdoor meetings to take place, and purchase of a space heater, for which a substantial grant was provided by Mike Bennison, our Surrey County counsellor.

Cash

The cash balance at year-end was £70,544 compared with £58,675 at 31st March 2020. Given the substantial negative impact of COVID-19 on our activities this is a creditable result, helped by the government support grants. The contractual final payment to the Project Merlin contractor, estimated to be c.£12,000, is held over to the next financial year. If this payment had been made we would have had a similar level of cash at the end of the financial year as at the beginning.

Assets and liabilities

As the accounts are maintained and prepared on a cash basis, there is no group balance sheet.

The Group maintains a number of bank accounts and places money not immediately required for recurrent expenditure on short-term deposit generating a small amount of interest.

Restricted funds are £10,000, a legacy received some years ago and earmarked for future purchase of land currently leased by the Group.

Funds breakdown

All regular receipts and payments are processed through the General Fund.

The Project Merlin Fund was opened in 2018 to allow income and expenditure relating to Project Merlin to be separately tracked. Project Merlin expenditure incurred in CY is £12,024, primarily relating to the new tarmac path to the rear exit door of the new extension and some guttering work. The final payment to the contractor will be made in the next financial year, after which the Merlin Fund will be closed.

Movements in the two funds during the year is as follows:

	General Fund	Project Merlin Fund	Total
Opening balances 1st April 2020	45,296	13,379	58,675
Movements 1 st April 2020-31 st March 2021	23,893	(12,024)	11,869
Closing balances 31st March 2020	69,189	1,355	70,544

Gary Ernest, Group Treasurer

Section G: Declaration

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

Signed on behalf of the charity's trustees:

Stuart Ballard, Chairman 19th May 2021

If you have any enquiries about this report or would like more information about 1st Claygate Scout Group, please contact either:

Stuart Ballard Group Chairman Tel: 0208 339 0423

Hugh Gostling Group Scout Leader Tel: 01372 464580

Appendix A

	1st Claygate Scout Group			308135	CC16a
	Receipts and payments accounts				
	For the period from	1st April 2020	To	31st March 2021	
Section A Receipts and payments					
	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
Receipts					
Membership subscriptions	24,049	-	-	24,049	44,020
Less: Levy for District, County & HQ	(13,137)			(13,137)	(12,781)
Membership subscriptions retained	10,912	-		10,912	31,239
Gift Aid	10,520	-	-	10,520	10,206
Regular Fundraising Gross	36,663	-	-	36,663	60,856
Income from Activities	(11,525)	-	-	(11,525)	65,317
Donations & Use of Equipment	17,161	-	-	17,161	36,877
Other grants received	21,441	-		21,441	144,000
Other income	1,058	-	-	1,058	892
Bank interest	663	-	-	663	1,662
Sub total (Gross income for AR)	86,894	-	-	86,894	351,050
Total receipts	86,894	-	-	86,894	351,050
Payments					
Premises	25,260	-	-	25,260	19,993
Regular Fundraising expenditure	17,751	-	-	17,751	28,961
Activities	5,211		-	5,211	61,981
Transport	1,057	-	-	1,057	5,270
Administration	2,572	-	-	2,572	5,584
Donations	1,819		-	1,819	1,223
Equipment Maintenance	1,205	-	-	1,205	2,838
Sub total	54,875	-	-	54,875	125,850
Asset and investment purchases					
Equipment, e.g. tents	2,664	-	-	2,664	913
Grounds expenditure	2,816	-	-	2,816	387
Paddlesport equipment	-	-	-	-	3,053
Extension expenditure	12,024	-	-	12,024	401,093
Other capital expenditure	2,646	-	-	2,646	213
Sub total	20,150	-	-	20,150	405,660
Total payments	75,025	-	-	75,025	531,510
Net of receipts/(payments)	11,869	0	-	11,869	(180,460)
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	48,675	10,000	-	58,675	239,135
Cash funds this year end	60,544	10,000	-	70,544	58,675

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	Current accounts	24,456	-	-
	Deposit Accounts	35,588	10,000	-
	Petty Cash	500	-	-
	Total cash funds	60,544	10,000	-
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
	Details			
B2 Other monetary assets				
	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
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 liability relates	Amount due (optional)	When due (optional)
B5 Liabilities				
	Signature	Print Name		Date of approval
Signed on behalf of all the trustees		Stuart Ballard, Group Chairman		19 May 2021
		Gary Ernest, Group Treasurer		19 May 2021



Report to the trustees/
members of

1st Claygate Scout Group

On accounts for the year
ended

31st March 2021

Charity no
(if any)

308135

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

Responsibilities and basis
of report

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

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

Independent examiner's
statement

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

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

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

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

Signed:

Date: 21st June 2021

Name: Ross Taylor

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

Address: 57 Oaken Lane, Claygate, Esher, KT10 0RQ