

Trustees' Annual Report

For the period

From (start date)

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to end date

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Section A

Reference and administration details

Charity name

Broughton Astley Scout Group

Other names the charity is known by

Registered charity number (if any)

5 1 0 7 7 5

HQ registration number

Charity's principal address

Scout HQ

Station Road, Broughton Astley

Leicestershire

Postcode

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Names of the charity trustees who manage the charity

(These will be published in the annual report of the charity and the Charity Register if reporting for a Registered Charity with a charity regulator)

	Trustee Name	Office (if any)	Dates acted if not for whole year
1	Jessica Rayns	Chairperson	
2	Richard Stephenson	Treasurer	
3	Phil Burton		
4	Kevin Malkin		
5	Nicola Turpin		
6	Gerald Mallaghan		
7	Alison McGarry		
8	Alan Johnson		
9	Matthew McGarry		
10	Tim Kirby		
11	Sarah Wakefield		
12			
13			
14			
15			

Names and addresses of advisers (optional information but encouraged as best practice)

(These will be published in the annual report of the charity)

Type of advisor	Name	Address

Description of the charity's trusts

Type of governing document

The Group's governing documents are those of the 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.

(e.g. trust deed, constitution)

How the charity is constituted

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

(e.g. trust, association, company)

Trustee selection methods

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

(e.g. appointed by, elected by)

Additional governance issues (optional information but encouraged as best practice)

You may choose to include additional information, where relevant, about:

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

Policies and procedures adopted for:

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

The Trustee Board consists of the Chair, Treasurer and upto 10 Trustees (including 2 Ex Officio Trustees, and 10 co-opted Trustees) and meets every 3 months.

Members of the Trustee Board complete Being a Scouts Trustee learning within the first 6 months of joining the Board.

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.

Section B	Structure, governance and management (continued)
	<p data-bbox="619 210 932 237">Risk and Internal Control</p> <p data-bbox="619 275 1302 432">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:</p> <p data-bbox="619 465 1327 656">Damage to the building, property and equipment. The Group would request the use of buildings, property and equipment from neighbouring organisations such as the church, community centre and other Scout Groups. The Group has sufficient buildings and contents insurance in place to mitigate against permanent loss.</p> <p data-bbox="619 689 1302 813">Injury to leaders, helpers, supporters and members. The Group through the capitation fees contributes to the Scout Associations national accident insurance policy. Risk Assessments are undertaken before all activities.</p> <p data-bbox="619 846 1327 1070">Reduced income from fund raising. The Group is primarily reliant upon income from subscriptions and fundraising. The group does hold a reserve to ensure the continuity of activities should there be a major reduction in income. The Board could raise the value of subscriptions to increase the income to the group on an ongoing basis, either temporarily or permanently.</p> <p data-bbox="619 1104 1334 1328">Reduction or loss of leaders. The group is totally reliant upon volunteers to run and administer the activities of the group. If there was a reduction in the number of leaders to an unacceptable level in a particular section or the group as a whole then there would have to be a contraction, consolidation or closure of a section. In the worst case scenario the complete closure of the Group.</p> <p data-bbox="619 1361 1334 1552">Reduction or loss of members. The Group provides activities for all young people aged 4 to 14. If there was a reduction in membership in a particular section or the group as whole then there would have to be a contraction, consolidation or closure of a section. In the worst case scenario the complete closure of the Group.</p> <p data-bbox="619 1585 938 1612">Risk and Internal Control</p> <p data-bbox="619 1650 1334 1807">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 payments and a comprehensive insurance policies to ensure that insurable risks are covered.</p>

Section C	Objectives and activities
Summary of the objects of the charity set out in its governing document	<p>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.</p> <p>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.</p> <p>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.</p>
Summary of the main activities in relation to these objects	<p>This has been another successful year for the group as we continue to be one of the largest scout groups in the South Leicestershire district. There has been increases across all membership areas during the year which we are particularly proud of.</p> <p>The focus this year has been on developing our volunteers and many of them have successfully achieved many skill sets and attending various additional training to ensure that we as a group continue to be inclusive for all.</p> <p>The group has worked hard to improve programme development offering an extensive and wide range of activities for our young people of which we are often praised for. These include trips to London, Skills Camps, Themed Weekends away and so much more.</p> <p>We continued to be successful across the district and county taking part in many activities and performing well against other groups.</p>

Additional details of the objectives and activities (optional information but encouraged as best practice)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- contribution made by volunteers;
- policy on investments.

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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.
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Section D

Achievements and performance

Summary of the main achievements of the charity during the year

As Broughton Astley Scout group reached our 50th year of scouting in the village, we have continued to play a vital role in the community for our young people. We have seen our numbers grow once again this year and have reached our capacity for many sections with our waiting list continuing to grow.

For the first time in a number of years we held our Group Camp which saw over 150 Broughton Astley scouts from across the sections head to Johns Lee Wood for up to 4 days of memory making. Many of the young people really challenged themselves during activities which will undoubtedly have a positive impact on their futures. Across the year, groups have expanded their programmes to take in even more activities which have included canoeing, paddleboarding, climbing, skating, tomahawks and more. They have gone on more camps that ever-including Squirrel sleepovers, Wizard Camps with Beavers, Sailing Camps with Cubs / Scouts and more. In fact, the total number of nights away achieved this year across the group was 661 which does not include our Leaders and Young Leaders. That is 21 for Squirrels, 98 for Beavers, 252 for Cubs and 290 for Scouts.

The feedback from our parents is one of "Well done and thank you for all that you put into the group and do for our children."

We have seen volunteer numbers continue to grow steadily over the year which allows us to offer more for our young people. Without our volunteers we would not be able to do half of the

activities that we do. They all give so much to the community and young people. We do of course still require more so please talk to the leaders about how you can help and have an impact on the young peoples lives.

On behalf of myself, the Trustees and the community I would like to say thank you.

The group has developed our HQ making it more suitable for our young people adding the suspended ceiling and refitting the kitchen with thanks to the Forward5 grant. Our thanks go to Matt McGarry for his tireless work in helping us to achieve this and we look forward to continuing the development of our facilities.

As we look forward to the next year, I am delighted to share that after a lot of work we have been successful in a community grant which means that we are able to purchase 2 minibuses that will allow us to further expand our offer. The buses will arrive over the holidays and be in place for next term. My thanks go to Mole and Akela for their work in supporting this project.

We will also see the group offer traditional raft building over the next year as leaders took to the water to achieve their permits and working with the local community will be able to offer this to the young people.

So, to summarise, Broughton Astley continues to be a successful group who focus on helping young people realise their full potential, offering unique experiences that young people would not usually get and to learn skills for life.

My thanks go out to all those who support the group which include the Parents, the young people, our Young Leaders, our leaders and our Trustees. The group would not be what it is without you all.

Section E	Financial Review
<p>Brief statement of the charity's policy on reserves</p> <p>Quantify and explain any designations</p>	<p>Reserves Policy</p> <p>The Group's policy on reserves is to hold sufficient resources to continue the charitable activities of the group should income and fundraising activities fall short. The Group Trustee Board considers that the group should hold a sum equivalent to 12 months running costs, circa £20,000.</p> <p>The Group held reserves of approximately £ 58,000 against this at year end. This is above the level/below required for operating expenses. However this can be explained by a number of projects which are in progress where the invoices have not been received to a cost of approx £20,000.</p>
<p>Details of any funds materially in deficit (circumstances plus steps to eliminate)</p>	<p>NA</p>
<p>Further financial review details (optional information)</p> <p>You may choose to include additional information, where relevant, about:</p> <ul style="list-style-type: none"> the charity's principal sources of funds (including any fundraising); how expenditure has supported the key objectives of the charity; investment policy and objectives; 	
<p>Investment Policy (Specimen 1)</p> <p>The Group's Income and Expenditure is very small and as a consequence does not have sufficient funds to invest in longer-term investments such as stocks and shares. The Group has therefore adopted a low risk strategy to the investment of its funds. All funds are held in cash using only mainstream banks or building societies.</p> <p>The Group Trustee Board regularly monitors the levels of bank balances and the interest rates received to ensure the group obtains maximum value and income from its banking arrangements. Occasionally this may involve using an account that requires a period of notice before funds may be withdrawn, before doing so the Group Trustee Board considers the cash flow requirements.</p> <p>Investment Policy (Specimen 2)</p> <p>The Group does not have sufficient funds to invest in longer term investments. The Group has therefore adopted a risk averse strategy to the investment of its funds. All funds are held in cash using only mainstream banks or building societies.</p>	

Section F	Other Optional Information
<p>Plans for future periods (details of any significant activities planned to achieve them)</p>	<p>The group continues to invest in new equipment and opportunities for the young people. We are currently investing in Traditional Raft Building equipment for the group</p>



Section G**Declaration**

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

Signed on behalf of the charity's trustees

Signature(s)

	
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Full name(s)

P. BOLTON	J. RAINS
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Position (eg Secretary, Chair)

TRUSTEE	CHAIRMAN OF TRUSTEE
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Date

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Income		Total Income	Budget
		Actual Spend	
Subscriptions	1.1	2182.63	22500
Donations	3.2	1715.00	
Gift Aid	1.2	3655.55	3000
Investitures	3.3	15.00	400
Other Income		135.00	
TOTAL		2748.18	25900
Grant Income			
Government Grants	3.1b	5000.00	
Other Grants	3.1a	0.00	
TOTAL		5000.00	0
T-SHIRT SALES			
Trip & Activities	3.4	128.83	
Camps	8.1	4757.22	
Other Fundraising	8.4	11471.38	6000
Santa Float	2.1	947.95	
TOTAL	2.2	274.60	6000
Fundraising Costs		1754.98	
Investment			
Bank Interest	3.6		
Letting / Rent Income	3.5	110.00	
TOTAL		110.00	0
TOTAL INCOME		49778.16	31900

Other Accounts	
Hardship Account	2993.06
Investment Account	34895.73
Petty Cash	0
Total Cash	57758.54

Expenditure		Total Expenditure	Budget
		Actual Spend	
Trips & Activities	8.1	10266.96	4000
Adult Training	9.3	447.60	
Rent	6.1	0.00	150
Water & Sewerage	6.2	347.82	250
Electric & Gas	6.3	492.00	550
Insurance	5.1	836.54	900
Property Costs	7.2		
Equipment	9.1	4394.05	2000
Printing / Stationary	9.4	85.00	100
Camp Costs	8.4	5825.98	6000
Uniforms (Adult)	9.2	771.00	500
Books	8.3		
Badges	8.3	2573.15	3000
Neckers & Tees	9.5/9.3	296.67	500
Cleaning	7.1	144.00	300
Hut Safety	6.4		
Banking Fees	5.2		
Sundry Costs	9.6	424.02	300
OSM	5.3		
Fundraising Costs	2.1		
Santa Float Costs	2.2	428.18	
Ullesthorpe Rent	5.4	539.00	585
Wiring, Fire & Safety	6.4	11530.00	200
Capitation		8859.05	10000
TOTAL EXPENDITURE		48301.02	29335

Other Accounts	
Hardship Account	2993.06
Investment Account	34895.73
Petty Cash	0
Total Cash	57758.54

Opening Balance	3/1/2024	18348.61
Total Income		49778.16
Total Expenditure		48201.02
Transfers Out		0
Transfers In		0
Closing Balance		19925.75

	Summer	Winter	Spring
0 Mon Squirrels	90	90	90
0 Thursday Squirrels	90	90	270
0 Weds Beavers	90	105	120
0 Fri Beavers	135	140	315
0 Mon Cubs	80	105	405
0 Tuesday Cubs	80	105	285
0 Prime Scouts	115	140	385
0 Broctone Scouts	120	115	355
	55	50	165
	775	835	850

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Year End Account Overview

03-03-24



ask ok

Template for the scrutineer's report to the trustees

Scrutineer's Report to the Trustees of [Insert Scout Group/District Name]

I report on the accounts of the Group/District for the year ended MARCH 2025

Respective responsibilities of Trustees and Scrutineer

As the Group's/District's trustees you are responsible for the preparation of the accounts; you consider that neither the audit nor independent examination requirements of the Charities Act 2011 apply. It is my responsibility without carrying out an audit or independent examination to scrutinise the accounts and to report to you.

Basis of Scrutineer's Statement

In accordance with the directions given in the Group's/District's constitution, I have scrutinised the records and the accounts set out on pages to

Scrutineer's Statement

In my opinion the accounts are in accordance with the records produced to me and comply with the constitution.

Emma Lowe

Name: EMMA LOWE

Address: 4 RIDGEWAY

LITTLETHORPE

LEICESTER

LE19 2JT

Date: 18/4/25