

Group Trustee Annual Report and Presentation

2025



Scouts

1st Upton-by-Chester



1. Welcome

by Shanna McNamee (Group Lead Volunteer)

2. Approval of last year's AGM minutes

held 22nd June 2024



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3. Appointments of Officers and Trustees

The following appointments are recommended by the Group Trustee Board

- **Group Chair**
No nominations, role is currently vacant
- **Group Treasurer**

Ian James – Length of term 3 years ending June 2027



3. Appointments of Officers and Trustees (Cont)

Members of the Board of Trustees:

Shanna McNamee (Ex-Officio) Group Lead Volunteer

	Length of term	Term end date
Current Trustees		
Jane Butcher	2 years	June 2026
John Hickson	2 years	June 2026
Mike Stout	3 years	June 2027
Robert Davies	3 years	June 2027

Approval of nominations is requested for

Mark Mackie	2 years	June 2027
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4. Group's Constitution

- The Board has recommended that the Model Group Constitution from The Scout Association is implemented.
 - The objective and primary purpose of the Charity is to actively engage and support young people in their personal development, empowering them to make a positive contribution to society.
 - Where practicable within the bounds of The Scouting Association, Policy, Organisation and Rules the Group supports the local community by providing a community-based facility.
 - Constitution will be reviewed to align further with the local community and its existing procedures.
- Approval and Adoption of the Constitution is requested

5. Note on the Group's Financial Period and Independent Examiner

Current Financial Year:

February 1st 2025 – January 31st 2026

- Approval is requested for

Independent Examiner of Accounts:

Julie Bates, as per previous years

6. Annual Review

- Annual Statement of the Accounts – Ian James
- Community Centre - John Hickson
- Annual Group Review – Shanna McNamee
- Annual review of Scouting Activities – Section Leaders
- Presentation of Awards



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Annual Accounts

Financial year 1 April 2024 to 31 January 2025

A mixture of activities for Beavers, Cubs and Scouts, with some equipment and maintenance purchases, funded by excellent venue hire income

Main Income streams

Scouting

Payments for activities including membership **Approx £8,000**



Comments:

10-month financial period impacted slightly membership fees.

Hall Income

Main income is hall hiring, mainly the NHS **Approx £16,400**



10-month financial period impacted slightly alignment of rental income

Fundraising

Solar panels, and supporting Gulliver's World activities **Approx £23,300**



Solar panel and battery income held on account for 2025/2026 period

Total c.£47,700



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Annual Accounts

Financial year 1 April 2024 to 31 January 2025

A mixture of activities for Beavers, Cubs and Scouts, with some equipment and maintenance purchases, funded by excellent venue hire income

Main Payments

Scouting

Payments for young people's activities, membership
Approximately £4,800

Comments:

10 month reporting period impacted, £2k payment taken in March 2025 so not included here.

Hall Payments

Other costs, including utilities, building maintenance and cleaning
Approximately £9,800

Annual payments for County and District scouting £6K impacted in March 2025 so not included here.

Total c.£14,600



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CASH FUNDS IN BANK ACCOUNT

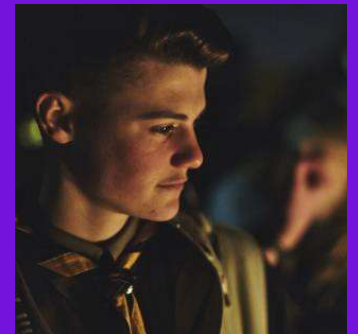
Funds in account on:
31 January 2025 £57,611.78

Includes emergency reserve at £12,000

PV panel installation of £22,924.88

Insurance/ Scout Association membership fees. £8K paid in
March 2025

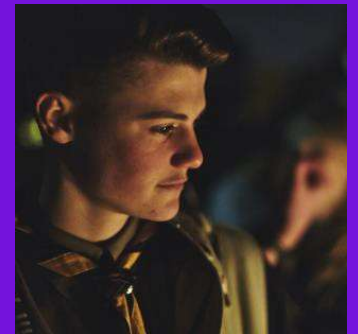
As a comparison,
available funds on account
31 March 2024 £24,292.64
(includes emergency reserve at £10,000)



- Healthy accounts and similar to previous years numbers only impacted by the financial period change, £8K taken in March 2025
- £23,300 held on account at year close for solar panel and battery storage installation in summer 2025
- Scouting heavily supported by hiring the Arkell Centre to third party, particularly NHS
- Focus for 2025/26 Period
 1. Continue to build financial reserve to improve financial risk.
 2. Standardise income hirer rates to help support item 1
 3. Continue to digitise Groups financial accounts and systems.
- Headline figures from the Group's Annual Accounts. If you require more detail, please email Treasurer@1stupton-by-chester.org.uk

The Arkell Centre:

John Hickson, Trustee



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The Arkell Centre Maintenance & Improvements



Annual Group Review

Shanna McNamee, GLV



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SO FAR...

- Group growth – 93 youth members in June 2025, up from 68 in 2024
- Leadership growth – increase in Young Leader numbers and Cubs Team
- Collaboration with Wolf Explorers
- Solar Panel Project and wider community involvement
- Higher youth member and leader attendance and involvement in:
 - Young Leader training events
 - Duke of Edinburgh Award
 - Cheshire Hike (the Scouts Team have done excellently when leading on this!)

STILL TO COME...



Are you under 25? Are you good at admin, or governance? Then our Trustee Board needs you!

We are looking for:

- An 18-25 representative
- Group Chair
- An additional Trustee

- Continue offering unique experiences to our youth members.
- Group growth – we want to return to two units per Section! Maybe even open a Squirrel Drey... but we need you!
- Even greater presence in the Community and at District events
- Healthier Leadership Teams – Beavers and Scouts could use additional uniformed team members
- Recognisable identity – colours and branding
- New ways to improve on accessibility and inclusion

ARE YOU GOOD AT...

- Maintenance, construction
- Administration
- Fundraising
- Leadership



Then you could support us in creating sub-teams to achieve and fulfil a larger number of tasks!

Likewise, if you have skills that you think would be useful to furthering our Group's ethos, then come and say hi!

THANK YOU

To my wonderful team of Leaders, who work hard every week to provide Scouting to the young people of Upton.

To our parents – without you, this Group would not exist or continue to thrive

And finally, to our young people, the true face of 1st Upton. Thank you for turning up each week and always giving 110%!

Annual Review of Scouting activities



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BEAVERS

Annual report 2025

We continue to have a busy time at beavers working towards our badges.

Since our last AGM we have enjoyed trips out to the fire station, a walk in the dark and snow in the Chester meadows along with several evenings in the country park.

Sadly our Easter sleepover had to be cancelled due admin issues. Hopefully this will be re visited later in the year.

We are looking forward to visiting District Camp next month with 10 children signed up to attend.

BADGES



VOLUNTEER WITH SCOUTS
GIVING BACK WILL IMPROVE YOUR WELLBEING, EQUIP YOU
WITH SKILLS FOR THE FUTURE, AND HELP YOU MAKE A
POSITIVE IMPACT ON THE LIVES OF YOUNG PEOPLE



As usual we are full, with 24 children. Now my own children are no longer at school, I am taking most of my holidays in term time - this leaves us short on leaders and we have struggled this last year on a few occasions with leaders work commitments, meaning that they are not able to attend some sessions. A big thank you to our GLV who has stepped in to cover for us but we could really do with another regular leader to ease the pressure. On a more positive note, at the last AGM, we were without any young leaders but we now have 3 which has been a great help.

If you are interested it doesn't have to be every week (although that would be great) please do come and speak to myself or any of the Beaver team.

I hope that we will continue to be able to offer the fun world of Scouting to local children who will learn how to work and play together, to grow in knowledge and character, improve our community and appreciate the amazing world we are entrusted to care for.

Yours in Scouting

Heather (Beaver leader)

CUBS

There are currently 35 Cubs which is an increase to last year (whoop).



The Cubs Team consists of Shanna, Sean, Brandon, Jodie, Jake, Wallace and Stuart. We are also still supported by Natalie as a helper, along with Effie. We finally have 5 Young Leaders!

In the past year, we have awarded 214 badges!

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Gulliver's World

We fundraised almost £450 towards our Gulliver Trip. We also secured an additional subsidy of £10 per Cub.

The Cubs got to go on all the rides, build shelters, tackle real archery, made s'mores and had their own private disco in the rain.



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What else have we done?



- First Aid
- S'mores and sparklers
- Pioneering and Knot Work
- Supermarket Sweep
- Recycling Runway
- YouShape Award
- Soap Carving
- Christmas Sleepover
- County Fun Day
- "Future Vets" Session



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SCOUTS



Congratulations to ours winners from Chester & District

Pathfinder: Team 205 - 1st Upton-By-Chester

Pathfinder Plus: Team 306 - 1st Tarvin

Explorer: Team 542 - Maverick ESU

[#cheshirehike](#) [@chester_scouts](#)



7. Closing remarks Group Lead Volunteer



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1st Upton-by-Chester Scout Group

Registered Charity Number 52026

Group Treasurer Report, Annual Accounts 1st April 2024 to 31st January 2025

Ian James

This report includes details of income and outgoings for the 1st Upton-by-Chester Scout Group for the year from 1 April 2024 to 31 January 2025. A 10-month period due to a change in the closing date of the accounts.

As an overview, in comparison to the previous year's receipts and payments, similar values are seen with the exception that the annual building and contents insurance and the outgoing annual capitation fees to cover national, county and district subs, which are taken in March each year were outside this reduced financial period. The capitation fees were paid in March 2025 at £6,030 a 17% increase in membership fees.

The only other point to note in comparison to previous year accounts is that a Spacehive structured project has been undertaken during the period; this has collected £22,924.88 for installation of photovoltaic panels encompassing a battery storage system. The project is on track to be installed in summer 2025. Cash funds are currently held for this installation.

In more detail, an income of £16,393.33 was received from hiring out the hall together with other incoming payments of membership subscriptions of £5,474.02 and income from scouting activities of £2,487.43. Outgoing payments for activities for the Beavers, Cubs and Scouts totalled £4,816.82 with scout equipment purchases including repairs and replacements at £1,564.68. Other notable payments were utilities at £3,611.82, building maintenance and cleaning costs at £4,533.36.

A breakdown of the accounts is as shown

Receipts and Payments Account

	2024/2025 (10-month period)	2023/2024 (12-month period)	Comments
Income (Receipts)			
Community Hiring	£16,518.33	£18,204.96	
Venue hire income	£16,393.33	-	
Equipment hire income	£125.00	-	
Membership subscriptions	£5,474.02	£6,486.02	
Less: Membership paid on (National, County, District)	£0.00	-£3,737.50	Note: Capitation of £6,030 due in February 2025
Youth Programme income	£2,487.43	£3,362.89	
Donations/Grants/Fundraising	£23,321.01	£0.00	
Spacehive PV Panel Project	£22,924.88	-	Related to pledges (£22,924.88) via Spacehive for PV panel. Installation planned for summer 2026
Gulliver's World Fundraising	£396.13	-	
Utility refund	£0.00	£15.42	
Gift Aid	£0.00	£0.00	
Bank interest	£111.07	£0.00	
Misc Income	£423.14	£0.00	Three compliant compensations from Lloyds Bank (£110). Sale of items, kitchen splashback & table tennis board (£313.14)
Total Gross Income	£48,335.00	£24,331.79	

Payments			
Youth programme and activity payments	£4,816.82	£6,236.10	This includes activity badges etc
Building utilities	£3,611.82	£4,981.68	
Insurance	£0.00	£2,221.31	Note: Due in March 2025
Building maintenance (including cleaning costs)	£4,533.36	£5,171.97	
Scout materials and equipment (inc repairs/renewals)	£760.85	£145.08	
AGM and trustee expenses	£222.86	£63.95	
Printing/copying and computer costs	£266.32	£495.98	
Asset and investment purchases	£803.83	£0.00	Purchase of fans/dehumidifiers for tent drying
Training costs	£0.00	£0.00	
Refunds (youth programme and activities)	£0.00	£22.00	
Total Gross Expenditure	£15,015.86	£19,338.07	

Income received minus payments made (operating income)	£33,319.14	£4,993.72	This includes £22,924.88 donated for PV panel installation
Cash funds at last year end	£24,292.64	£19,298.92	
Total cash funds this year end	£57,611.78	£24,292.64	

Statement of assets and liabilities at end of year (31st January 2025)			
Cash Funds	£57,611.78	£24,292.64	
Bank Current Account	£37,500.71	-	
Bank Deposit Account	£20,111.07	-	
Assets	£554,684.13	£544,547.80	
Land and buildings	£491,927.44	£482,281.80	Estimated as +2% on previous year's value
Scouting equipment, furniture, etc	£62,756.69	£62,266.00	Increase only due to sale/purchase during period. Full stock count is planned for Summer 2025
Liabilities	£22,924.88	£0.00	
Accounts not yet paid	£0.00	£0.00	
Other Liabilities: PV Panel installation	£22,924.88	£0.00	Held on account for PV panel installation in summer 2025
Total Net Assets	£589,371.03	£568,840.44	

The above receipts and payments accounts and statement of assets and liabilities were approved by the trustees on 3rd June 2025 and signed on their behalf by:

Position	Name	Signature
Group Lead Volunteer	Shanna McNamee	
Treasurer	Ian James	

Independent examiner's report to the trustees of the 1st Upton-by-Chester Scout Group

I report to the trustees on my examination of the accounts of the 1st Upton-by-Chester Scout Group for the year ended 31st January 2025

Responsibilities and basis of report

As the charity trustees of the 1st Upton-by-Chester Scout Group you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the 1st Upton-by-Chester Scout Group accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

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

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

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

Signed:



Name:

Julie Bates

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

Address: 21 Queensway, Chester, CH2 1PF

Date: 2nd April 2025