

15TH STAFFORD (PENKRIDGE) SCOUT GROUP

England & Wales · Charity number 524531

Details

Other names 15TH STAFFORD SCOUT GROUP

Status Registered

Legal form Other

Registered 1968-11-25

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

Contact

Address 1 The Saplings
Penkridge
Stafford
ST19 5DE

Phone 07812019162

Website www.penkridgescouts.org.uk

Activities

Objects: TO PROMOTE THE DEVELOPMENT OF YOUNG PEOPLE IN ACHIEVING THEIR FULL PHYSICAL, INTELLECTUAL SOCIAL AND SPIRITUAL POTENTIALS, AS INDIVIDUALS, AS RESPONSIBLE CITIZENS AND AS MEMBERS OF THEIR LOCAL, NATIONAL AND INTERNATIONAL COMMUNITIES

Activities: Scout, Cub and Beaver Group

Classification

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

Geography

- **Area of benefit:** STAFFORD
- Staffordshire

Finances

| Period end | Income | Expenditure | Assets | Employees |
|------------|---------|-------------|--------|-----------|
| 2025-03-31 | £47,048 | £41,293 | - | - |
| 2024-03-31 | £36,329 | £49,992 | - | - |
| 2023-03-31 | £54,431 | £58,337 | - | - |
| 2022-03-31 | £19,863 | £21,270 | - | - |
| 2021-03-31 | £27,794 | £10,445 | - | - |

Trustees

| Name | Role | Appointed |
|------------------------------|-------|------------|
| Daniel James Watkins | Chair | 2012-10-17 |
| Jacquelyn Elizabeth Williams | | 2020-05-17 |
| Kelly Louise Whitby | | 2020-05-17 |
| Kevin Andrew Hill | | 2020-05-17 |
| Lee Adams | | 2020-05-17 |
| Lesley Mary Hill | | 2020-05-17 |
| Patricia Margaret Adams | | 2020-05-17 |
| Richard James Sharwood | | 2020-05-17 |
| Terrence Cng Day | | 2018-10-10 |

15TH STAFFORD (PENKRIDGE) SCOUT GROUP

England & Wales - Charity number 524531

Accounts

Trustees' Annual Report

For the period

From (start date)

| | | | | | |
|---|---|---|---|---|---|
| 0 | 1 | 0 | 4 | 2 | 4 |
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 to end date

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| 3 | 1 | 0 | 3 | 2 | 5 |
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Section A Reference and administration details

Charity name

| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| 15th Stafford (Penkridge) Scout Group | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|---------------------------------------|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|

Other names the charity is known by

| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| n/a | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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Registered charity number (if any)

| | | | | | |
|---|---|---|---|---|---|
| 5 | 2 | 4 | 5 | 3 | 1 |
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HQ registration number

| | | | | | | | | | |
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Charity's principal address

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| Scout HQ | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Goods Station Lane | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Penkridge, Staffordshire | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Postcode | | | | | | | | | | | | | | | S | T | 1 | 9 | 5 | A | U | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

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 | Terry Day | Group Scout Leader | |
| 2 | Dan Watkins | Group Chairman | |
| 3 | Lesley Hill | Group Secretary | |
| 4 | Melanie Scott | Group Treasurer | |
| 5 | Tricia Adams | | |
| 6 | Sam Le Rue-Smith | | |
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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 |
|-----------------|------|---------|
| | | |
| | | |
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Section B**Structure, governance and management**

Description of the charity's trusts

Type of governing document

(e.g. trust deed, constitution)

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

How the charity is constituted

(e.g. trust, association, company)

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

Trustee selection methods

(e.g. appointed by, elected by)

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

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

Members of the Executive Committee complete '*Essential Information for Executive Committee*' training within the first 5 months of joining the committee.

This Group Executive Committee exists to support the Group Scout Leader in meeting the responsibilities of the appointments and is responsible for:
The maintenance of Group property;
The raising of funds and the administration of Group finance;
The insurance of persons, property and equipment;
Group public occasions;
Assisting in the recruitment of leaders and other adult support;
Appointing any sub committees that may be required;
Appointing Group Administrators and Advisors other than those who are elected.

Section B**Structure, governance and management (continued)****Risk and Internal Control**

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

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

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

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

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

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

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

| Section C | Objectives and activities |
|-----------|---------------------------|
|-----------|---------------------------|

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

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

The Values of Scouting
 As Scouts we are guided by these values:
Integrity - We act with integrity; we are honest, trustworthy and loyal.
Respect - We have self-respect and respect for others.
Care - We support others and take care of the world in which we live.
Belief - We explore our faiths, beliefs and attitudes.
Co-operation - We make a positive difference; we co-operate with others and make friends.

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

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

Summary of the main activities in relation to these objects

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.

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

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|------------------|-------------------------|
| Section E | Financial Review |
|------------------|-------------------------|

Brief statement of the charity's policy on reserves

Reserves Policy

The Group's policy on reserves is to hold sufficient resources to continue the charitable activities of the group should income and fundraising activities fall short. The Group Executive Committee considers that the group should hold a sum equivalent to 12 months running costs.

The Group held reserves of approximately £19,000 against this at year end. This is above the level required for operating expenses. However this can be explained by keeping additional funds for when the building roof needs replacing or other major repairs.

Quantify and explain any designations

Details of any funds materially in deficit (circumstances plus steps to eliminate)

Further financial review details (optional information)

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

Investment Policy

- the charity's principal sources of funds (including any fundraising);

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.

- how expenditure has supported the key objectives of the charity;

The Group Executive 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 Executive considers the cash flow requirements.

- investment policy and objectives;

Investment Policy

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.



Section F Other Optional Information

Plans for future periods (details of any significant activities planned to achieve them)

Section G Declaration

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

Signed on behalf of the charity's trustees

| | | |
|--------------------------------|---|--|
| Signature(s) |  |  |
| Full name(s) | Daniel Watkins | Melanie Scott |
| Position (eg Secretary, Chair) | Chair | Trustee |
| Date | 1 4 0 1 2 6 | |

Receipts and payments accounts

| | | | |
|---------------------|------------|----|------------|
| For the period from | 01/04/2024 | To | 31/03/2025 |
|---------------------|------------|----|------------|

Section A Receipts and payments

| | Unrestricted funds to the nearest £ | Restricted funds to the nearest £ | Endowment funds to the nearest £ | Total funds to the nearest £ | Last year to the nearest £ |
|---|--|--------------------------------------|-------------------------------------|---------------------------------|-------------------------------|
| A1 Receipts | | | | | |
| Subscriptions | 4,291 | - | - | 4,291 | 9,105 |
| Hire of building | 690 | - | - | 690 | 3,525 |
| Donations and Grants | - | - | - | - | 50 |
| Fundraising | 37,661 | - | - | 37,661 | 18,650 |
| Camp Fees | 4,150 | - | - | 4,150 | 3,050 |
| Other | - | - | - | - | 1,702 |
| Interest Received | 256 | - | - | 256 | 247 |
| Gift Aid | - | - | - | - | - |
| Sub total (Gross income for AR) | 47,048 | - | - | 47,048 | 36,329 |
| A2 Asset and investment sales, (see table). | | | | | |
| | - | - | - | - | - |
| | - | - | - | - | - |
| Sub total | - | - | - | - | - |
| Total receipts | 47,048 | - | - | 47,048 | 36,329 |
| A3 Payments | | | | | |
| Capitation | 4,725 | - | - | 4,725 | 5,003 |
| Camp Fees | 3,047 | - | - | 3,047 | 3,546 |
| Insurance | 1,259 | - | - | 1,259 | 807 |
| Equipment | - | - | - | - | 1,580 |
| Fund Raising Costs | 17,282 | - | - | 17,282 | 15,728 |
| Rates | 512 | - | - | 512 | - |
| Utilities | 2,012 | - | - | 2,012 | 4,041 |
| Repair and Maintenance | 3,803 | - | - | 3,803 | - |
| Activities | 9,670 | - | - | 9,670 | 10,073 |
| Badges | - | - | - | - | 171 |
| Misc | 1,017 | - | - | 1,017 | 9,043 |
| | - | - | - | - | - |
| Sub total | 41,293 | - | - | 41,293 | 49,992 |
| A4 Asset and investment purchases, (see table) | | | | | |
| | - | - | - | - | - |
| | - | - | - | - | - |
| Sub total | - | - | - | - | - |
| Total payments | 41,293 | - | - | 41,293 | 49,992 |
| Net of receipts/(payments) | 5,755 | - | - | 5,755 | 13,663 |
| A5 Transfers between funds | - | - | - | - | - |
| A6 Cash funds last year end | 31,327 | 4,660 | - | 35,987 | 49,650 |
| Cash funds this year end | 37,082 | 4,660 | - | 41,742 | 35,987 |

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 Account | 15,246 | 4,660 | - |
| | Deposit Account | 117 | | |
| | Virgin Money Account | 20,325 | | |
| | Purchase Cards Balance | 1,394 | - | - |
| | | - | - | - |
| | Total cash funds | 37,082 | 4,660 | - |
| | (agree balances with receipts and payments account(s)) | OK | OK | OK |

| Categories | Details | Unrestricted funds to nearest £ | Restricted funds to nearest £ | Endowment funds to nearest £ |
|---------------------------------|---------|------------------------------------|----------------------------------|---------------------------------|
| B2 Other monetary assets | | - | - | - |
| | | - | - | - |
| | | - | - | - |
| | | - | - | - |
| | | - | - | - |
| | | - | - | - |

| Categories | Details | Fund to which asset belongs | Cost (optional) | Current value (optional) |
|-----------------------------|---------|-----------------------------|-----------------|--------------------------|
| B3 Investment assets | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |

| Categories | Details | Fund to which asset belongs | Cost (optional) | Current value (optional) |
|---|---------|-----------------------------|-----------------|--------------------------|
| B4 Assets retained for the charity's own use | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |

| Categories | Details | Fund to which liability relates | Amount due (optional) | When due (optional) |
|-----------------------|---------|---------------------------------|-----------------------|---------------------|
| B5 Liabilities | | | - | |
| | | | - | |
| | | | - | |
| | | | - | |
| | | | - | |

Signed by one or two trustees on behalf of all the trustees

| | | |
|-----------|----------------|------------------|
| Signature | Print Name | Date of approval |
| | Daniel Watkins | 14/01/2026 |
| | Melanie Scott | 14/01/2026 |



Report to the trustees

Charity Name
15th Stafford (Penkridge) Scout Group

On accounts for the year ended

31/03/2025

Charity no
(if any)

524531

Set out on pages

2-3

(remember to include the page numbers of additional sheets)

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'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

[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. *Delete [] if not applicable.*

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:

Emma Godwin

Date:

12-1-2026

Name:

Emma Godwin

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

Professional Bookkeeper

Address: Chapel Cottage, 25 High Street, Colton, Rugeley, Staffs, WS15 3LG.

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

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

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15TH STAFFORD (PENKRIDGE) SCOUT GROUP

England & Wales - Charity number 524531

Accounts

Trustees' Annual Report

For the period

From (start date)

| | | | | | |
|---|---|---|---|---|---|
| 0 | 1 | 0 | 4 | 2 | 3 |
|---|---|---|---|---|---|

 to end date

| | | | | | |
|---|---|---|---|---|---|
| 3 | 1 | 0 | 3 | 2 | 4 |
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Section A Reference and administration details

Charity name

| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| 15th Stafford (Penkridge) Scout Group | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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Other names the charity is known by

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| n/a | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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Registered charity number (if any)

| | | | | | |
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| 5 | 2 | 4 | 5 | 3 | 1 |
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HQ registration number

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Charity's principal address

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| Scout HQ | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Goods Station Lane | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Penkridge, Staffordshire | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Postcode | | | | | | | | | | | | | | | S | T | 1 | 9 | 5 | A | U | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

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 | Terry Day | Group Scout Leader | |
| 2 | Dan Watkins | Group Chairman | |
| 3 | Lesley Hill | Group Secretary | |
| 4 | Melanie Scott | Group Treasurer | |
| 5 | Tricia Adams | | |
| 6 | Sam Le Rue-Smith | | |
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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 |
|-----------------|------|---------|
| | | |
| | | |
| | | |
| | | |

Section B**Structure, governance and management**

Description of the charity's trusts

Type of governing document

(e.g. trust deed, constitution)

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

How the charity is constituted

(e.g. trust, association, company)

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

Trustee selection methods

(e.g. appointed by, elected by)

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

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

Members of the Executive Committee complete '*Essential Information for Executive Committee*' training within the first 5 months of joining the committee.

This Group Executive Committee exists to support the Group Scout Leader in meeting the responsibilities of the appointments and is responsible for:
The maintenance of Group property;
The raising of funds and the administration of Group finance;
The insurance of persons, property and equipment;
Group public occasions;
Assisting in the recruitment of leaders and other adult support;
Appointing any sub committees that may be required;
Appointing Group Administrators and Advisors other than those who are elected.

Section B**Structure, governance and management (continued)****Risk and Internal Control**

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

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

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

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

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

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

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

| Section C | Objectives and activities |
|-----------|---------------------------|
|-----------|---------------------------|

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

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

The Values of Scouting
 As Scouts we are guided by these values:
Integrity - We act with integrity; we are honest, trustworthy and loyal.
Respect - We have self-respect and respect for others.
Care - We support others and take care of the world in which we live.
Belief - We explore our faiths, beliefs and attitudes.
Co-operation - We make a positive difference; we co-operate with others and make friends.

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

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

Summary of the main activities in relation to these objects

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.

Public benefit statement

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

| | |
|------------------|-------------------------------------|
| Section D | Achievements and performance |
|------------------|-------------------------------------|

Summary of the main achievements of the charity during the year

| | |
|------------------|-------------------------|
| Section E | Financial Review |
|------------------|-------------------------|

Brief statement of the charity's policy on reserves

Reserves Policy

The Group's policy on reserves is to hold sufficient resources to continue the charitable activities of the group should income and fundraising activities fall short. The Group Executive Committee considers that the group should hold a sum equivalent to 12 months running costs.

The Group held reserves of approximately £19,000 against this at year end. This is above the level required for operating expenses. However this can be explained by keeping additional funds for when the building roof needs replacing or other major repairs.

Quantify and explain any designations

Details of any funds materially in deficit (circumstances plus steps to eliminate)

Further financial review details (optional information)

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

Investment Policy

- the charity's principal sources of funds (including any fundraising);

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.

- how expenditure has supported the key objectives of the charity;

The Group Executive 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 Executive considers the cash flow requirements.

- investment policy and objectives;

Investment Policy

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.

Section F Other Optional Information

Plans for future periods (details of any significant activities planned to achieve them)

Section G Declaration

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

Signed on behalf of the charity's trustees

Signature(s)  

Full name(s) Daniel Watkins Melanie Scott

Position (eg Secretary, Chair) Chair Trustee

Date 2 4 0 1 2 5



CHARITY COMMISSION
FOR ENGLAND AND WALES

15th Stafford (Penkridge) Scout Group

524531

Receipts and payments accounts

CC16a

For the period
from

01/04/2023

To

31/03/2024

Section A Receipts and payments

| | Unrestricted funds to the nearest £ | Restricted funds to the nearest £ | Endowment funds to the nearest £ | Total funds to the nearest £ | Last year to the nearest £ |
|---|---|---|--|---------------------------------|-------------------------------|
| A1 Receipts | | | | | |
| Subscriptions | 9,105 | - | - | 9,105 | 9,381 |
| Hire of Building | 3,525 | - | - | 3,525 | 2,940 |
| Donations & grants | 50 | - | - | 50 | 4,730 |
| Fund Raising | 18,650 | - | - | 18,650 | 29,488 |
| Camp Fees | 3,050 | - | - | 3,050 | 7,812 |
| Other | 1,702 | - | - | 1,702 | 41 |
| Interest Received | 247 | - | - | 247 | 39 |
| Gift Aid | - | - | - | - | - |
| Sub total (Gross income for AR) | 36,329 | - | - | 36,329 | 54,431 |
| A2 Asset and investment sales, (see table). | | | | | |
| | - | - | - | - | - |
| Sub total | - | - | - | - | - |
| Total receipts | 36,329 | - | - | 36,329 | 54,431 |
| A3 Payments | | | | | |
| Capitation | 5,003 | - | - | 5,003 | 4,840 |
| Camp Fees | 3,546 | - | - | 3,546 | 11,206 |
| Insurance | 807 | - | - | 807 | 759 |
| Equipment | 1,580 | - | - | 1,580 | 3,292 |
| Fund Raising Costs | 15,728 | - | - | 15,728 | 17,567 |
| Rates | - | - | - | - | - |
| Utilities | 4,041 | - | - | 4,041 | 2,767 |
| Repair & Maintenance | - | - | - | - | 5,646 |
| Donations Made | - | - | - | - | - |
| Activities | 10,073 | - | - | 10,073 | 6,801 |
| Badges | 171 | - | - | 171 | 270 |
| Misc | 9,043 | - | - | 9,043 | 5,189 |
| Sub total | 49,992 | - | - | 49,992 | 58,337 |
| A4 Asset and investment purchases, (see table) | | | | | |
| | - | - | - | - | - |
| Sub total | - | - | - | - | - |
| Total payments | 49,992 | - | - | 49,992 | 58,337 |
| Net of receipts/(payments) | - 13,663 | - | - | - 13,663 | - 3,906 |
| A5 Transfers between funds | - | - | - | - | - |
| A6 Cash funds last year end | 44,990 | 4,660 | - | 49,650 | 53,556 |
| Cash funds this year end | 31,327 | 4,660 | - | 35,987 | 49,650 |

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 Account | 10,354 | 4,660 | - |
| | Deposit Account | 115 | - | - |
| | Virgin Money Account | 20,069 | | |
| | Section Account | | | |
| | Purchase Cards Balance | 789 | - | - |
| | Total cash funds | | 31,327 | 4,660 |
| (agree balances with receipts and payments account(s)) | | OK | OK | OK |

| Categories | Details | Unrestricted funds to nearest £ | Restricted funds to nearest £ | Endowment funds to nearest £ |
|---------------------------------|---------|------------------------------------|----------------------------------|---------------------------------|
| B2 Other monetary assets | | - | - | - |
| | | - | - | - |
| | | - | - | - |
| | | - | - | - |
| | | - | - | - |
| | | - | - | - |

| Categories | Details | Fund to which asset belongs | Cost (optional) | Current value (optional) |
|-----------------------------|---------|-----------------------------|-----------------|--------------------------|
| B3 Investment assets | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |

| Categories | Details | Fund to which asset belongs | Cost (optional) | Current value (optional) |
|---|---------------------|-----------------------------|-----------------|--------------------------|
| B4 Assets retained for the charity's own use | Scout Hut | Restricted | - | - |
| | Tents and Equipment | Unrestricted | - | - |
| | Trailers | Unrestricted | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |

| Categories | Details | Fund to which liability relates | Amount due (optional) | When due (optional) |
|-----------------------|---------|---------------------------------|-----------------------|---------------------|
| B5 Liabilities | | | - | |
| | | | - | |
| | | | - | |
| | | | - | |
| | | | - | |

Signed by one or two trustees on behalf of all the trustees

| Signature | Print Name | Date of approval |
|---|----------------|------------------|
|  | Daniel Watkins | 24/01/2025 |
|  | Melanie Scott | 24/01/2025 |



Section A

Independent Examiner's Report

Report to the trustees

Charity Name
15th Stafford (Penkridge) Scout Group

On accounts for the year ended

31/03/2024

Charity no (if any)

524531

Set out on pages

2-3

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/03/2024.

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

[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. *Delete [] if not applicable.*

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:

25/01/2025

Name:

Emma Godwin

Relevant professional qualification(s) or body

Professional Bookkeeper

(if any):

Address:

Section B

Disclosure

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

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

15TH STAFFORD (PENKRIDGE) SCOUT GROUP

England & Wales - Charity number 524531

Accounts

Trustees' Annual Report

For the period

From (start date)

| | | | | | |
|---|---|---|---|---|---|
| 0 | 1 | 0 | 4 | 2 | 2 |
|---|---|---|---|---|---|

 to end date

| | | | | | |
|---|---|---|---|---|---|
| 3 | 1 | 0 | 3 | 2 | 3 |
|---|---|---|---|---|---|

Section A Reference and administration details

| | | | | | | | | | | | | |
|-------------------------------------|---|----------|--------------------|--------------------------|----------|---|---|---|---|---|---|---|
| Charity name | 15th Stafford (Penkridge) Scout Group | | | | | | | | | | | |
| Other names the charity is known by | n/a | | | | | | | | | | | |
| Registered charity number (if any) | <table border="1" style="display: inline-table; border-collapse: collapse;"><tr><td style="width: 20px; text-align: center;">5</td><td style="width: 20px; text-align: center;">2</td><td style="width: 20px; text-align: center;">4</td><td style="width: 20px; text-align: center;">5</td><td style="width: 20px; text-align: center;">3</td><td style="width: 20px; text-align: center;">1</td></tr></table> | 5 | 2 | 4 | 5 | 3 | 1 | | | | | |
| 5 | 2 | 4 | 5 | 3 | 1 | | | | | | | |
| HQ registration number | <table border="1" style="display: inline-table; border-collapse: collapse;"><tr><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td></tr></table> | | | | | | | | | | | |
| | | | | | | | | | | | | |
| Charity's principal address | <table border="1" style="width: 100%; border-collapse: collapse;"> <tr><td style="padding: 2px;">Scout HQ</td></tr> <tr><td style="padding: 2px;">Goods Station Lane</td></tr> <tr><td style="padding: 2px;">Penkridge, Staffordshire</td></tr> <tr><td style="padding: 2px; text-align: center;">Postcode</td></tr> <tr><td style="padding: 2px; text-align: center;">S</td></tr> <tr><td style="padding: 2px; text-align: center;">T</td></tr> <tr><td style="padding: 2px; text-align: center;">1</td></tr> <tr><td style="padding: 2px; text-align: center;">9</td></tr> <tr><td style="padding: 2px; text-align: center;">5</td></tr> <tr><td style="padding: 2px; text-align: center;">A</td></tr> <tr><td style="padding: 2px; text-align: center;">U</td></tr> </table> | Scout HQ | Goods Station Lane | Penkridge, Staffordshire | Postcode | S | T | 1 | 9 | 5 | A | U |
| Scout HQ | | | | | | | | | | | | |
| Goods Station Lane | | | | | | | | | | | | |
| Penkridge, Staffordshire | | | | | | | | | | | | |
| Postcode | | | | | | | | | | | | |
| S | | | | | | | | | | | | |
| T | | | | | | | | | | | | |
| 1 | | | | | | | | | | | | |
| 9 | | | | | | | | | | | | |
| 5 | | | | | | | | | | | | |
| A | | | | | | | | | | | | |
| U | | | | | | | | | | | | |

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 | Terry Day | Group Scout Leader | |
| 2 | Dan Watkins | Group Chairman | |
| 3 | Lesley Hill | Group Secretary | |
| 4 | Melanie Scott | Group Treasurer | |
| 5 | Kelly Whitby | | |
| 6 | Tricia Adams | | |
| 7 | Chris Wynn Jones | | |
| 8 | Lee Adams | | |
| 9 | Jacqui Williams | | |
| 10 | Sam Le Rue-Smith | | |
| 11 | Kevin Hill | | |
| 12 | Andrew Hill | | |
| 13 | Stephen Hill | | |
| 14 | Craig Carter | | |
| 15 | Diana Day | | |
| 16 | Richard Sharwood | | |

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 |
|-----------------|------|---------|
| | | |
| | | |
| | | |
| | | |

Section B**Structure, governance and management**

Description of the charity's trusts

Type of governing document

(e.g. trust deed, constitution)

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

How the charity is constituted

(e.g. trust, association, company)

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

Trustee selection methods

(e.g. appointed by, elected by)

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

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

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This Group Executive Committee exists to support the Group Scout Leader in meeting the responsibilities of the appointments and is responsible for:

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

Section B**Structure, governance and management (continued)****Risk and Internal Control**

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

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

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

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

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.

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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.

| Section C | Objectives and activities |
|-----------|---------------------------|
|-----------|---------------------------|

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

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 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:
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Care - We support others and take care of the world in which we live.
Belief - We explore our faiths, beliefs and attitudes.
Co-operation - We make a positive difference; we co-operate with others and make friends.

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

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

Summary of the main activities in relation to these objects

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.

Public benefit statement

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

Section D Achievements and performance

Summary of the main achievements of the charity during the year

Section E Financial Review

Brief statement of the charity's policy on reserves

Reserves Policy

The Group's policy on reserves is to hold sufficient resources to continue the charitable activities of the group should income and fundraising activities fall short. The Group Executive Committee considers that the group should hold a sum equivalent to 12 months running costs.

The Group held reserves of approximately £19,000 against this at year end. This is above the level required for operating expenses. However this can be explained by keeping additional funds for when the building roof needs replacing or other major repairs.

Quantify and explain any designations

Details of any funds materially in deficit (circumstances plus steps to eliminate)

Further financial review details (optional information)

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

Investment Policy

- the charity's principal sources of funds (including any fundraising);

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.

- how expenditure has supported the key objectives of the charity;

The Group Executive 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 Executive considers the cash flow requirements.

- investment policy and objectives;

Investment Policy

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.

Section F Other Optional Information

Plans for future periods (details of any significant activities planned to achieve them)

Section G Declaration

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

Signed on behalf of the charity's trustees

Signature(s)  

Full name(s) Daniel Watkins Melanie Scott

Position (eg Secretary, Chair) Chair Trustee

Date 2 4 0 1 2 4



CHARITY COMMISSION
FOR ENGLAND AND WALES

15th Stafford (Penkridge) Scout Group

524531

Receipts and payments accounts

CC16a

For the period
from

01/04/2022

To

31/03/2023

Section A Receipts and payments

| | Unrestricted funds to the nearest £ | Restricted funds to the nearest £ | Endowment funds to the nearest £ | Total funds to the nearest £ | Last year to the nearest £ |
|---|---|---|--|---------------------------------|-------------------------------|
| A1 Receipts | | | | | |
| Subscriptions | 9,381 | - | - | 9,381 | 6,590 |
| Hire of Building | 2,940 | - | - | 2,940 | 2,225 |
| Donations & grants | 4,730 | - | - | 4,730 | 4,634 |
| Fund Raising | 29,488 | - | - | 29,488 | - |
| Camp Fees | 7,812 | - | - | 7,812 | 4,638 |
| Other | 41 | - | - | 41 | 700 |
| Interest Received | 39 | - | - | 39 | 38 |
| Gift Aid | - | - | - | - | 2,105 |
| Sub total (Gross income for AR) | 54,431 | - | - | 54,431 | 20,930 |
| A2 Asset and investment sales, (see table). | | | | | |
| | - | - | - | - | - |
| Sub total | - | - | - | - | - |
| Total receipts | 54,431 | - | - | 54,431 | 20,930 |
| A3 Payments | | | | | |
| Capitation | 4,840 | - | - | 4,840 | 3,959 |
| Camp Fees | 11,206 | - | - | 11,206 | 4,211 |
| Insurance | 759 | - | - | 759 | 690 |
| Equipment | 3,292 | - | - | 3,292 | 2,337 |
| Fund Raising Costs | 17,567 | - | - | 17,567 | - |
| Rates | - | - | - | - | 202 |
| Utilities | 2,767 | - | - | 2,767 | 4,024 |
| Repair & Maintenance | 5,646 | - | - | 5,646 | 1,858 |
| Donations Made | - | - | - | - | 1,419 |
| Activities | 6,801 | - | - | 6,801 | 787 |
| Badges | 270 | - | - | 270 | 992 |
| Misc | 5,189 | - | - | 5,189 | 792 |
| Sub total | 58,337 | - | - | 58,337 | 21,271 |
| A4 Asset and investment purchases, (see table) | | | | | |
| | - | - | - | - | - |
| Sub total | - | - | - | - | - |
| Total payments | 58,337 | - | - | 58,337 | 21,271 |
| Net of receipts/(payments) | - 3,906 | - | - | - 3,906 | - 341 |
| A5 Transfers between funds | - | - | - | - | - |
| A6 Cash funds last year end | 48,896 | 4,660 | - | 53,556 | 53,897 |
| Cash funds this year end | 44,990 | 4,660 | - | 49,650 | 53,556 |

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 Account | 24,433 | 4,660 | - |
| | Deposit Account | 113 | - | - |
| | Virgin Money Account | 19,689 | | |
| | Section Account | 133 | | |
| | Purchase Cards Balance | 621 | - | - |
| | Total cash funds | | 44,990 | 4,660 |
| (agree balances with receipts and payments account(s)) | | OK | OK | OK |



| Categories | Details | Unrestricted funds to nearest £ | Restricted funds to nearest £ | Endowment funds to nearest £ |
|---------------------------------|---------|------------------------------------|----------------------------------|---------------------------------|
| B2 Other monetary assets | | - | - | - |
| | | - | - | - |
| | | - | - | - |
| | | - | - | - |
| | | - | - | - |
| | | - | - | - |

| Categories | Details | Fund to which asset belongs | Cost (optional) | Current value (optional) |
|-----------------------------|---------|-----------------------------|-----------------|--------------------------|
| B3 Investment assets | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |

| Categories | Details | Fund to which asset belongs | Cost (optional) | Current value (optional) |
|---|---------------------|-----------------------------|-----------------|--------------------------|
| B4 Assets retained for the charity's own use | Scout Hut | Restricted | - | - |
| | Tents and Equipment | Unrestricted | - | - |
| | Trailers | Unrestricted | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |

| Categories | Details | Fund to which liability relates | Amount due (optional) | When due (optional) |
|-----------------------|---------|---------------------------------|-----------------------|---------------------|
| B5 Liabilities | | | - | |
| | | | - | |
| | | | - | |
| | | | - | |
| | | | - | |

Signed by one or two trustees on behalf of all the trustees

| Signature | Print Name | Date of approval |
|---|----------------|------------------|
|  | Daniel Watkins | 24/01/2024 |
|  | Melanie Scott | 24/01/2024 |



Section A

Independent Examiner's Report

**Report to the trustees/
members of**

Charity Name
15th Stafford (Penkridge) Scout Group

**On accounts for the year
ended**

31/03/2023

**Charity no
(if any)**

524531

Set out on pages

2-3

to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **31 / 03 / 2023**.

**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.

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:

[Signature box]

Date:

14/09/2023

Name:

Emma Godwin

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

Professional Bookkeeper

Address:

Chapel Cottage, 25 High Street, Colton, Rugeley, Staffs, WS15 3LG

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

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

15TH STAFFORD (PENKRIDGE) SCOUT GROUP

England & Wales - Charity number 524531

Accounts

Trustees' Annual Report

For the period

From (start date)

| | | | | | |
|---|---|---|---|---|---|
| 0 | 1 | 0 | 4 | 2 | 0 |
|---|---|---|---|---|---|

to end date

| | | | | | |
|---|---|---|---|---|---|
| 3 | 1 | 0 | 3 | 2 | 1 |
|---|---|---|---|---|---|

Section A

Reference and administration details

Charity name

| |
|---------------------------------------|
| 15th Stafford (Penkridge) Scout Group |
|---------------------------------------|

Other names the charity is known by

| |
|-----|
| n/a |
|-----|

Registered charity number (if any)

| | | | | | |
|---|---|---|---|---|---|
| 5 | 2 | 4 | 5 | 3 | 1 |
|---|---|---|---|---|---|

HQ registration number

| | | | | | | | |
|--|--|--|--|--|--|--|--|
| | | | | | | | |
|--|--|--|--|--|--|--|--|

Charity's principal address

| | | | | | | | |
|--------------------------|---|---|---|---|---|---|---|
| Scout HQ | | | | | | | |
| Goods Station Lane | | | | | | | |
| Penkridge, Staffordshire | | | | | | | |
| Postcode | S | T | 1 | 9 | 5 | A | U |

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 | Daniel Watkins | Chair | |
| 2 | Jacquelyn Edwards | | |
| 3 | Jayne Smith | | |
| 4 | Sandra Morris | | |
| 5 | Patricia Adams | | |
| 6 | Lee Adams | | |
| 7 | Kelly Whitby | | |
| 8 | Terrence Day | | |
| 9 | Lesley Hill | | |
| 10 | Kevin Hill | | |
| 11 | Andrew Cropp | | |
| 12 | Robert Smith | | |
| 13 | Richard Sharwood | | |
| 14 | James Glover | | |
| 15 | Hannah Glover | | |

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 |
|-----------------|------|---------|
| | | |
| | | |
| | | |
| | | |

Section B**Structure, governance and management**

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

Members of the Executive Committee complete '*Essential Information for Executive Committee*' training within the first 5 months of joining the committee.

This Group Executive Committee exists to support the Group Scout Leader in meeting the responsibilities of the appointments and is responsible for:
The maintenance of Group property;
The raising of funds and the administration of Group finance;
The insurance of persons, property and equipment;
Group public occasions;
Assisting in the recruitment of leaders and other adult support;
Appointing any sub committees that may be required;
Appointing Group Administrators and Advisors other than those who are elected.

Risk and Internal Control

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

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

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

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

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

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

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

Section C**Objectives and activities**

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

The Purpose of Scouting

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

The Values of Scouting

As Scouts we are guided by these values:

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

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

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

Belief - We explore our faiths, beliefs and attitudes.

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

The Scout Method

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

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

Summary of the main activities in relation to these objects

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.

Public benefit statement

The Group meets the Charity Commission's public benefit criteria under both the advancement of education and the

advancement of citizenship or community development headings.

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

| |
|--|
| |
|--|

Section E

Financial Review

Brief statement of the charity's policy on reserves

Reserves Policy

The Group's policy on reserves is to hold sufficient resources to continue the charitable activities of the group should income and fundraising activities fall short. The Group Executive Committee considers that the group should hold a sum equivalent to 12 months running costs.

The Group held reserves of approximately £19,000 against this at year end. This is above the level required for operating expenses. However this can be explained by keeping additional funds for when the building roof needs replacing or other major repairs.

Quantify and explain any designations

Details of any funds materially in deficit (circumstances plus steps to eliminate)

| |
|--|
| |
|--|

Further financial review details (optional information)

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

Investment Policy

- the charity's principal sources of funds (including any fundraising);

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.

- how expenditure has supported the key objectives of the charity;

The Group Executive 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 Executive considers the cash flow requirements.

- investment policy and objectives;

Investment Policy

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.

Section F Other Optional Information

Plans for future periods (details of any significant activities planned to achieve them)

Section G Declaration

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

Signed on behalf of the charity's trustees

Signature(s)  

Full name(s) Daniel Watkins Melanie Scott

Position (eg Secretary, Chair) Chair Trustee

Date 2 8 0 1 2 2



15th Stafford (Penkridge) Scout Group 524531

Receipts and payments accounts
 For the period from 01/04/2020 To 31/03/2021

CC16a

Section A Receipts and payments

| | Unrestricted funds to the nearest £ | Restricted funds to the nearest £ | Endowment funds to the nearest £ | Total funds to the nearest £ | Last year to the nearest £ |
|---|--|--------------------------------------|-------------------------------------|---------------------------------|-------------------------------|
| A1 Receipts | | | | | |
| Subscriptions | 3,210 | - | - | 3,210 | 4,685 |
| Hire of Building | 620 | - | - | 620 | 2,285 |
| Donations & Grants | 19,685 | 2,603 | - | 22,288 | 5,281 |
| Fund Raising | - | - | - | - | 18,016 |
| Camp fees | 700 | - | - | 700 | 4,441 |
| Other | 880 | - | - | 880 | 213 |
| Interest received | 96 | - | - | 96 | 146 |
| | - | - | - | - | - |
| Sub total (Gross income for AR) | 25,191 | 2,603 | - | 27,794 | 35,067 |
| A2 Asset and investment sales, (see table). | | | | | |
| | - | - | - | - | - |
| | - | - | - | - | - |
| Sub total | - | - | - | - | - |
| Total receipts | 25,191 | 2,603 | - | 27,794 | 37,803 |
| A3 Payments | | | | | |
| Capitation | 2,632 | - | - | 2,632 | 3,243 |
| Camp Fees & Trips | 605 | - | - | 605 | 8,523 |
| Insurance | 670 | - | - | 670 | 601 |
| Equipment | 363 | - | - | 363 | 5,130 |
| Fund raising Costs | - | - | - | - | 9,184 |
| Rates | 202 | - | - | 202 | 202 |
| Utilities | 1,478 | - | - | 1,478 | 4,237 |
| Repairs & Maintenance | 2,850 | - | - | 2,850 | 2,109 |
| Donations Made | 55 | - | - | 55 | 330 |
| Refreshments | - | - | - | - | - |
| Badges | 77 | - | - | 77 | 1,514 |
| Miscellaneous | 1,513 | - | - | 1,513 | 1,067 |
| Sub total | 10,445 | - | - | 10,445 | 36,140 |
| A4 Asset and investment purchases, (see table) | | | | | |
| | - | - | - | - | - |
| | - | - | - | - | - |
| Sub total | - | - | - | - | - |
| Total payments | 10,445 | - | - | 10,445 | 36,140 |
| Net of receipts/(payments) | 14,746 | 2,603 | - | 17,349 | 1,073 |
| A5 Transfers between funds | 19,516 | - | 19,516 | - | - |
| A6 Cash funds last year end | 17,032 | 19,516 | - | 36,548 | 37,621 |
| Cash funds this year end | 51,294 | 2,603 | - | 53,897 | 36,548 |

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 account | 28,090 | 2,603 | - |
| | Deposit Account | 3,458 | - | - |
| | Section Account | 134 | | |
| | Cash | - | | |
| | Virgin Money Account | 19,612 | | - |
| | Total cash funds | | 51,294 | 2,603 |
| (agree balances with receipts and payments account(s)) | | | | |

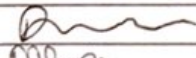
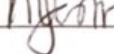
| Categories | Details | Unrestricted funds to nearest £ | Restricted funds to nearest £ | Endowment funds to nearest £ |
|---------------------------------|---------|------------------------------------|----------------------------------|---------------------------------|
| B2 Other monetary assets | | - | - | - |
| | | - | - | - |
| | | - | - | - |
| | | - | - | - |
| | | - | - | - |
| | | - | - | - |

| Categories | Details | Fund to which asset belongs | Cost (optional) | Current value (optional) |
|-----------------------------|---------|-----------------------------|-----------------|--------------------------|
| B3 Investment assets | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |

| Categories | Details | Fund to which asset belongs | Cost (optional) | Current value (optional) |
|---|---------------------|-----------------------------|-----------------|--------------------------|
| B4 Assets retained for the charity's own use | Scout Hut | Restricted | - | 251,368 |
| | Tents and Equipment | Unrestricted | 14,000 | - |
| | Trailers | Unrestricted | 3,900 | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |

| Categories | Details | Fund to which liability relates | Amount due (optional) | When due (optional) |
|-----------------------|---------|---------------------------------|-----------------------|---------------------|
| B5 Liabilities | | | - | |
| | | | - | |
| | | | - | |
| | | | - | |
| | | | - | |
| | | | - | |

Signed by one or two trustees on behalf of all the trustees

| Signature | Print Name | Date of approval |
|---|------------|------------------|
|  | D. Watkins | 28-1-22 |
|  | M. Scott | 27/01/22 |



Section A

Independent Examiner's Report

**Report to the trustees/
members of**

15th Stafford (Penkridge) Scout Group

**On accounts for the year
ended**

31st March 2021

**Charity no
(if any)**

524531

Set out on pages

2-3

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/03/2021.

**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:

14/01/2022

Name:

Kimberly Berrow

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

Professional Bookkeeper

Address:

9 Brookside, Ranton

Stafford

ST18 9JA