

# Trustees' Annual Report

For the period

From (start date) 

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 to end date 

3	1	0	3	2	5
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## Section A

## Reference and administration details

Charity name

1<sup>st</sup> Worcester Scout Group

Other names the charity is known by

Registered charity number (if any)

5 2 4 6 4 5

Charity's principal address

Scout HQ

Norton Road

Worcester. WR5 3BB.

**Names of the charity trustees who manage the charity**

	Trustee Name	Office (if any)	Dates acted if not for whole year
1	Lee Stirling	Chairperson	
2	Brian Jenkins	Group Scout Leader	
3	Elizabeth Lannie	Treasurer	
4	Emma Garrett	Trustee	
5	Peter Rodriguez	Trustee	
6	Matthew Bird	Trustee	
7	Elizabeth Llewellyn	Trustee	
8			
9			
10			
11			
12			
13			
14			
15			
16			
17			
18			
19			
20			

**Section A****Reference and administration details (continued)**

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

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)

How the charity is constituted

(e.g. trust, association, company)

Trustee selection methods

(e.g. appointed by, elected by)

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

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.

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

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

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

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 Group Trustee Board manages the Scout Group, an educational charity, ensuring legal compliance such as registration, accounting, and reporting to the Charity Commission. The Board includes two independent representatives, a Chair, Treasurer, Group Lead, and other trustees, meeting quarterly. The Board supports the Group Lead by overseeing:

- Maintenance of property;
- Fundraising and finances;
- Insurance for people, property, and equipment;
- Public events;
- Recruitment of leaders and adult support;
- Appointment of necessary subcommittees.

**Risk and Internal Control**

The Group Executive Committee has identified the primary risks facing the Group, reviewed these concerns, and established systems to mitigate them. The main areas of concern are as follows:

- Damage to buildings, property, and equipment: In such cases, the Group would request use of facilities and equipment from neighbouring organisations, including the church community centre and other Scout Groups. Reciprocal arrangements exist with these organisations. The Group maintains adequate buildings and contents insurance to mitigate against permanent loss.
- Injury to leaders, helpers, supporters, and members: Through capitation fees, the Group contributes to the Scout Association's national accident insurance policy. Risk assessments are conducted prior to all activities.
- Reduced income from fundraising: The Group primarily relies on subscriptions and fundraising income. A reserve fund is held to ensure continuity of activities in the event of a significant reduction in income. The Committee may consider increasing subscription values to bolster ongoing income, either temporarily or permanently.
- Reduction or loss of leaders: The Group depends entirely on volunteers for operational and administrative activities. Should there be an unacceptable decrease in the number of leaders within a section or the Group overall, contraction, consolidation, or closure of sections may be necessary. In the most severe case, this could result in complete closure of the Group.
- Reduction or loss of members: The Group provides activities for young people aged 6 to 18. A decrease in membership within a section or the Group as a whole could necessitate contraction, consolidation, or closure of sections. In the worst-case scenario, this could lead to closure of the Group.

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

The group's objectives align with The Scout Association's aim to help young people develop their physical, intellectual, social, and spiritual potential as individuals and citizens. This is achieved through enjoyable, progressive training based on the Scout Promise and Law, guided by adult leadership.

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 grant making;
- contribution made by volunteers.

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

Recruited more adults to the leadership team.

**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 six months running costs, circa £3000.

Quantify and explain any designations

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

Section G	Declaration
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The trustees declare that they have approved the trustees' report above

Signed on behalf of the charity's trustees

Signature(s)	<table><tr><td><i>B Jenkins</i></td><td><i>L. Stirling</i></td></tr></table>	<i>B Jenkins</i>	<i>L. Stirling</i>				
<i>B Jenkins</i>	<i>L. Stirling</i>						
Full name(s)	<table><tr><td>Brian Robert Jenkins</td><td>Lee Stirling</td></tr></table>	Brian Robert Jenkins	Lee Stirling				
Brian Robert Jenkins	Lee Stirling						
Position (eg Secretary, Chair)	<table><tr><td>Group Scout Leader</td><td>Chairperson</td></tr></table>	Group Scout Leader	Chairperson				
Group Scout Leader	Chairperson						
Date	<table><tr><td>2</td><td>8</td><td>0</td><td>6</td><td>2</td><td>5</td></tr></table>	2	8	0	6	2	5
2	8	0	6	2	5		



CHARITY COMMISSION  
FOR ENGLAND AND WALES

1st Worcester Scout Group

524645

## Receipts and payments accounts

CC16a

For the period  
from

01/04/2024

To

31/03/2025

### Section A Receipts and payments

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
<b>A1 Receipts</b>					
Activity and Camp Income	4,570	-	-	4,570	12,136
Fundraising	14,701	-	-	14,701	783
Grants	-	-	-	-	2,913
Donation	457	-	-	457	247
Rent	40	-	-	40	14
Subscription	17,425	-	-	17,425	21,902
Uniform Sales	1,133	-	-	1,133	2,163
Other income	172	-	-	172	87
<b>Sub total (Gross income for AR)</b>	<b>38,497</b>	<b>-</b>	<b>-</b>	<b>38,497</b>	<b>40,244</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>38,497</b>	<b>-</b>	<b>-</b>	<b>38,497</b>	<b>40,244</b>
<b>A3 Payments</b>					
Activities and Camp expenses	8,610	-	-	8,610	13,883
Badges	1,351	-	-	1,351	1,679
Capitation	9,177	-	-	9,177	8,426
Equipment	2,177	-	-	2,177	7,754
Administration costs	780	-	-	780	1,054
Training	456	-	-	456	-
Uniform purchases	2,062	-	-	2,062	1,990
Building costs	4,309	-	-	4,309	6,850
	-	-	-	-	-
<b>Sub total</b>	<b>28,922</b>	<b>-</b>	<b>-</b>	<b>28,922</b>	<b>41,634</b>
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>28,922</b>	<b>-</b>	<b>-</b>	<b>28,922</b>	<b>41,634</b>
<b>Net of receipts/(payments)</b>	<b>9,575</b>	<b>-</b>	<b>-</b>	<b>9,575</b>	<b>- 1,391</b>
<b>A5 Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>33,477</b>	<b>-</b>	<b>-</b>	<b>33,477</b>	<b>34,868</b>
<b>Cash funds this year end</b>	<b>43,052</b>	<b>-</b>	<b>-</b>	<b>43,052</b>	<b>33,477</b>

## 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 £
<b>B1 Cash funds</b>	Current account	43,052	-	-
		-	-	-
		-	-	-
		-	-	-
	<b>Total cash funds</b>	43,052	-	-
	(agree balances with receipts and payments account(s))	OK	OK	OK



	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B2 Other monetary assets</b>		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B3 Investment assets</b>			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B4 Assets retained for the charity's own use</b>			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
<b>B5 Liabilities</b>			-	
			-	
			-	
			-	
			-	

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

Signature	Print Name	Date of approval
	L Sterling	28/6/25
	E Lannie	28.06.25





Section A

Independent Examiner's Report

Report to the trustees/  
members of

1<sup>st</sup> Worcester Scout Group

On accounts for the year  
ended

31 March 2025

Charity no  
(if any)

524645

Set out on pages

1 to 2

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

Responsibilities and  
basis of report

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

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

Independent  
examiner's statement

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

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

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

Signed:

*S Bishop*

Date:

05/06/2025

Name:

Sally Bishop

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

Fellow of the Institute of Chartered Accountants in England and Wales

Address:

Bishops Accountancy Limited

Unit 3 Elgar Business Centre, Moseley Road,

Hallow, Worcestershire, WR2 6NJ

Section B

Disclosure

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.



CHARITY COMMISSION  
FOR ENGLAND AND WALES

1st Worcester Scout Group

524645

## Receipts and payments accounts

CC16a

For the period from	01/04/2024	To	31/03/2025
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### 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 £
<b>A1 Receipts</b>					
Activity and Camp Income	4,570	-	-	4,570	12,136
Fundraising	14,701	-	-	14,701	783
Grants	-	-	-	-	2,913
Donation	457	-	-	457	247
Rent	40	-	-	40	14
Subscription	29,351	-	-	29,351	21,902
Uniform Sales	1,133	-	-	1,133	2,163
Other income	8,900	-	-	8,900	87
<b>Sub total (Gross income for AR)</b>	<b>59,151</b>	<b>-</b>	<b>-</b>	<b>59,151</b>	<b>40,244</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>59,151</b>	<b>-</b>	<b>-</b>	<b>59,151</b>	<b>40,244</b>
<b>A3 Payments</b>					
Activities and Camp expenses	8,610	-	-	8,610	13,883
Badges	1,351	-	-	1,351	1,679
Capitation	9,177	-	-	9,177	8,426
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Training	456	-	-	456	-
Uniform purchases	2,062	-	-	2,062	1,990
Building costs	4,309	-	-	4,309	6,850
	-	-	-	-	-
<b>Sub total</b>	<b>28,922</b>	<b>-</b>	<b>-</b>	<b>28,922</b>	<b>41,634</b>
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>28,922</b>	<b>-</b>	<b>-</b>	<b>28,922</b>	<b>41,634</b>
<b>Net of receipts/(payments)</b>	<b>30,229</b>	<b>-</b>	<b>-</b>	<b>30,229</b>	<b>- 1,391</b>
<b>A5 Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>33,477</b>	<b>-</b>	<b>-</b>	<b>33,477</b>	<b>34,868</b>
<b>Cash funds this year end</b>	<b>63,706</b>	<b>-</b>	<b>-</b>	<b>63,706</b>	<b>33,477</b>



## 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 £
<b>B1 Cash funds</b>	Current account	63,706	-	-
		-	-	-
		-	-	-
	<b>Total cash funds</b>	<b>63,706</b>	<b>-</b>	<b>-</b>
	(agree balances with receipts and payments account(s))	OK	OK	OK
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B2 Other monetary assets</b>	Details	-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
<b>B3 Investment assets</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
<b>B4 Assets retained for the charity's own use</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
<b>B5 Liabilities</b>	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	
		L Sterling		
		E Lannie		



## Chartered Accountants and Registered Auditor

*Unit 3 Elgar Business Centre, Moseley Road,  
Hallow, Worcester WR2 6NJ  
Telephone: 01905 642722  
Email: [sally@bishopsaccountancy.co.uk](mailto:sally@bishopsaccountancy.co.uk)*

1<sup>st</sup> Worcester Scout Group  
31 Norton Rd,  
Worcester  
WR5 3BB

5 June 2025

No. 8442

# INVOICE

£

<p><b>To Professional Services rendered in connection with:</b></p> <p>Independent examination of the financial statements for the years ended 31 March 2025</p>	<p>£120.00</p>
<p>VAT</p>	<p>£24.00</p>

<b>Total</b>	<b>£144.00</b>
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*Payment by Return please*

Please make cheques payable to Bishops Accountancy Limited  
Or pay by bank transfer to

Sort code	20-98-61
Account	83251756

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