

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

1st Holme Valley (Holmfirth) Scout Group

Other names the charity is known by

Registered charity number (if any)

5 2 4 7 4 1

HQ registration number

8 1 5 4

Charity's principal address

The Scout Headquarters

Dunford Road

Holmfirth

Postcode

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Names of the charity trustees who manage the charity

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

	Trustee Name	Office (if any)	Dates acted if not for whole year
1	Rachel Loughlin	Chair	
2	Claire Bolton	GSL	
3	Alan Whitwam	Treasurer	
4	Alison Peaker		
5	Yvonne Radcliffe		
6	Andrew Armitage		
7	Sue Weston		
8	Haydn Scarborough		
9	Robert Hudson		
10	Mark Watson		
11	Paul Nyman		
12			
13			
14			
15			

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

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

Type of advisor	Name	Address

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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

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

Policies and procedures adopted for:

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

The 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 month.

Members of the Trustee Board complete five Scout Association training modules. 'Essential Information', GDPR, Safety, Safeguarding and Trustee introduction training within the first 5 months of joining the committee.

This Trustee Board exists to support the Group Lead Volunteer 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 (Specimen 1)**

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.

Risk and Internal Control (Specimen 2)

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	Scouting, Hiking, Nature and Outdoors, Team work, challenges and
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

meanings.

Section D**Achievements and performance**

Summary of the main achievements of the charity during the year

The Group has continued to provide a high level of scouting activities. With the lessening of the Covid threat, meetings and activities have returned to pre pandemic levels. Numbers are increasing in all sections where places are available. Three of our members attend the World Scout Jamboree in Korea last year. The HQ has been re-roofed.

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, circa £35000

The Group held reserves of approximately £49000 against this at year end. This is above the level required for operating expenses. However this can be explained by the following.

Quantify and explain any designations

Our older minibus will be in need of replacement in the next year or so, so funds are increasing to cover this expense.

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:

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

Investment Policy (Specimen 1)

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 or The Scout Association's Short Term Investment Service.

- 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 (Specimen 2)

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)

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Section G

Declaration

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

Signed on behalf of the charity's trustees

Signature(s)

Rachel Loughlin

Alan Whitwam

Full name(s)

Rachel Loughlin

Alan Whitwam

Position (eg Secretary, Chair)

Chair

Treasurer

Date

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1st Holme Valley (Holmfirth) Scout Group (Charity no. 524741)

Receipts and payments account

Year start date

Year end date

For the year from	1-Apr-24	31-Mar-25
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Receipts and payments

2024/2025

2023/24

Unrestricted funds

Unrestricted funds

£

£

Receipts

Donations, legacies and similar income		
Membership subscriptions	12,345	12,466
Donations	3,585	4,453
Legacies	-	-
Gift Aid	4,074	4,994
Camps and Activities	10,861	12,012
Sub total	30,864	33,924
Grants		
Maintenence grant	-	-
Other grants	-	-
Sub total	-	-
Fundraising events (gross)		
Annual Fund Raising	8,300	13,756
Swiss Trip	11,155	5,084
Jamboree	-	415
Neckers and Clothing	442	263
Sub total	19,897	19,518
Scout hut income		
Hire of building	-	-
Hire of equipment	400	400
Hire of equipment - Minibus	620	700
Sub total	1,020	1,100
Investment income		
Bank interest	1,000	1,384
Building Society interest	-	-
The Scout Association Short Term Investment Service	-	-
Other investment income	-	-
Sub total	1,000	1,384
Total Gross Income	52,781	55,926
Asset and investment sales, etc.	5,800	-
Total receipts	58,581	55,926

1st Holme Valley (Holmfirth) Scout Group (Charity no. 524741)

Receipts and payments account

Year start date

Year end date

For the year from	1-Apr-24	31-Mar-25
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Receipts and payments

2024/2025

2023/24

Unrestricted funds

Unrestricted funds

£

£

Payments

Charitable Payments		
Membership subscriptions paid on (National/County/Area/District)	6,545	7,020
Youth programme and activities	13,167	11,467
Adult support and training	399	-
Water and Sewerage	313	233
Electricity and Gas	808	852
Insurance	1,138	1,155
Repairs and Renewals	5,358	1,908
Materials and equipment	399	281
Printing and photocopying	120	-
Contribution to camp costs	-	-
Uniforms Badges Books	1,445	1,095
AGM and trustee expenses	120	69
Major refurbishment	-	-
Minibuses	4,906	4,457
Minor Expenses	644	817
Sub total	35,362	29,354
Fundraising expenses		
Annual fund raising	1,671	4,126
Swiss Trip 2025	9,552	10,575
Jamboree	-	-
Woodland	-	-
Sub total	11,223	14,701
Total Gross Expenditure	46,585	44,055
Asset and investment purchases, etc.	27,995	-
Total payments	74,580	44,055
Net of receipts/(payments)	- 15,999	11,871
Cash funds last year end	65,964	54,093
Cash funds this year end	49,965	65,964

1st Holme Valley (Holmfirth) Scout Group (Charity no. 524741)

Receipts and payments account

	Year start date	Year end date
For the year from	1-Apr-24	31-Mar-25

Statement of assets and liabilities at the end of the year

	31-Mar-25 Unrestricted funds £	31-Mar-24 Unrestricted funds £
Cash funds		
Bank current account	18,226	22,467
Bank deposit account	31,647	43,492
Building society account	-	-
The Scout Association Short Term Investment Service	-	-
Cash/Floats	92	5
Total cash funds	49,965	65,964
(agree balances with receipts and payments account)	ok	ok
Other monetary assets		
Tax claim	-	-
Debts due from the County/Area/District/Group	-	-
Insurance claim	-	-
Sub total	-	-
Non monetary assets for charity's own use		
Badge stock	-	-
Shop stock	-	-
Other stock	-	-
Land and buildings	365,000	335,000
Motor vehicles	38,000	15,000
Scouting equipment, furniture etc	15,000	15,000
Other	-	-
Sub total	418,000	365,000
Liabilities		
Accounts not yet paid	-	-
Expenses incurred but not invoiced	-	-
Subscriptions not yet paid	-	-
Loan - detail	-	-
Other liabilities	-	-
Sub total	-	-
Total net assets	467,965	430,964

The above receipts and payments account and statement of assets and liabilities were approved by the Trustees on 17 June 2025 and signed on their behalf by

Signature
Rachel Loughlin
Alan Whitwam

Print Name
Chair Rachel Loughlin
Treasurer Alan Whitwam

England & Wales

Template 1: Unqualified report for a non-company charity preparing receipts and payments accounts with a gross income of £250,000 or less in the relevant financial year

Independent examiner's report to the trustees of 1st Holme Valley (Holmfirth) Scout Group

I report to the trustees on my examination of the accounts of the 1st Holme Valley (Holmfirth) Scout Group for the year ended 31 March 2025

Responsibilities and basis of report

As the charity trustees of the 1st Holme Valley (Holmfirth) Scout Group you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

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

Independent examiner's statement

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

1. accounting records were not kept in respect of the 1st Holme Valley (Holmfirth) Scout Group as required by section 130 of the Act; or
2. the accounts do not accord with those records.

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

Signed:

Name:

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

Address:

Date:



ALLISTER TURNER

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2 ROSE LANE, HOLMBRIDGE, HOLMFIRTH, WDS 2PN

29/05/2025