

Trustees' Annual Report

For the period:

From	2025-01-01	To	2025-12-31
	(period start date)		(period end date)

Charity Name	7th Cardiff Scout Group
Charity Registration Number (if registered - leave blank if excepted charity)	524904
HQ Registration Number	S10010312

Objectives and activities

Summary of the purpose and objects of the charity as set out in its governing document	<p>The objectives of the charity are as a part of The Scout Association.</p> <p>The Purpose of Scouting Scouting exists to actively engage and support young people in their personal development, empowering them to make a positive contribution to society.</p> <p>The Values of Scouting As Scouts we are guided by these values Integrity – We act with integrity; we are honest, trustworthy and loyal Respect – We have self-respect and respect for others Care – We support others and take care of the world in which we live Belief - We explore our faiths, beliefs and attitudes Co-operation – We make a positive difference; we co-operate with others and make friends</p> <p>The Scout Method Scouting takes place when young people, in partnership with adults, work together based on the values of scouting and: - enjoy what they are doing and have fun - take part in activities indoors and outdoors - learn by doing - share in spiritual reflection - take responsibility and make choices - undertake new and challenging activities - make and live by their promise</p>
Summary of the main activities in relation to the purpose and objects	<p>The 7th Cardiff maintains its positive role to engage our members with an inclusive and wide-ranging programme.</p> <p>We work hard to include all young people who wish to join our group. We run activities that are hall based towards the many badges and challenges that they can work toward. We also run activities away from the hall including trips to the fire station, climbing facilities, badge days and camps.</p> <p>We work to support our leaders/ helpers in the roles that they are taking part in.</p>

Statement confirming the trustees have had regard to the guidance issued by the Charity Commission on public benefit	The Trustees confirm that the charity meets the Charity Commission's Public Benefit criteria under both the advancement of education and the advancement of citizenship or community development headings.
<i>You may choose to include further statements, where relevant, about:</i> <ul style="list-style-type: none"> • <i>Policy on grant making</i> 	

Achievements and performance

Summary of the main achievements of the charity during the year identifying the difference and impact the charity's work has made, including on sustainability	<p>2025 was a special milestone for the 7th Cardiff as we celebrated our 100th Anniversary. The leaders worked hard to make sure that the year was celebrated in style.</p> <p>Activities included various sleepovers and camps for all sections. There were fundraising activities, BBQ, Cream Tea evening and a Christmas Fayre.</p> <p>We finished the year off with a visit to Ninja Warrior which was funded by the activities held throughout the year</p>
<i>You may choose to include further statements, where relevant, about:</i> <ul style="list-style-type: none"> • <i>Achievements against objectives</i> • <i>Fundraising activities</i> • <i>Contribution made by volunteers</i> 	

Financial review

Review of the financial position	<p>The group ended 2025 with a surplus of £3026, this is less than the surplus for 2024 which was £4888.</p> <p>The lettings income increased slightly from £12161 to £12845.</p> <p>Income from the sections for this year increased markedly from £10657 in 2024 to £14006. This was due to the increase in activities offered by the sections.</p> <p>Interest on our investments rose slightly from £704 to £734.</p> <p>The Fundraising, donations and Gift aid amounted to £3240, from £1056 in 2024 as there were a number of fund raising activities arranged for our 100th anniversary celebrations.</p> <p>On the payments side, our premises running costs increased marginally from £8950 to £9225.</p> <p>Section expenditure fell from £2374 to £2243.</p> <p>Capitation increased from £3250 in 2024 to £4060.</p>
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	<p>The total payments for the year was £28074 up from £19757 in 2024.</p> <p>At the end of 2025 our funds held had increased from £86572 to £89458, with total assets of £136403.</p>
Policy on Reserves, why they are held, and the amount of reserves	<p>The policy on reserves is to hold sufficient resources to continue the charitable activities of the charity should income and fundraising activities fall short. The Trustee Board considers that the charity should hold a sum equivalent to 6 months running costs, circa £16,000.</p> <p>The charity held reserves of approximately £130,000 against this at year end. This is above the level required for operating expenses.</p> <p>However, this can be explained by the need to remove asbestos from the Hall roof and its replacement.</p>
Policy on Investments and investment performance	<p>The charity's reserves are small and as a consequence does not have sufficient funds to invest in longer-term investments such as stocks and shares. The charity has therefore adopted a low risk strategy to the investment of its funds. All funds are held in cash using only mainstream banks or building societies.</p>
A description of the principal risks	<p>The identified risks for the Group fall into the following headings:</p> <p>Trustees: particularly the risk of not finding sufficient volunteers to replace outgoing Trustees, which could make it impossible for the Group to continue. Various programmes are under way to encourage more volunteers. Finding sufficient volunteers as section leaders is a similar risk and is managed appropriately. Funding for activities is underpinned by rental income on the Hall, particularly Red Rose School; and activities could be affected by a decline in this income.</p> <p>Scout Hall and buildings: the roof is leaking, which could pose a risk of accident or injury to members or volunteers, and it also contains asbestos sheeting which necessitates complete removal and replacement. The Hall is also let out to outside organisations, which could bring a liability in terms of its upkeep; so regular certification relating to fire safety, gas, insurance is maintained.</p> <p>Volunteers and members: there is a risk of accident or injury during activities, so leaders' training is monitored and all activities have a safety assessment beforehand. Safeguarding is important and all volunteers maintain their training in accordance with the Scout Association POR.</p>

Structure, governance and management

Type of governing document	<p>The charity's governing documents are those of 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 (POR) of The Scout Association.</p>
How the charity is constituted	<p>The charity is a trust established under its rules which are common to all Scouts. It is constituted as an educational charity.</p>
Trustee selection methods	<p>The Trustees are appointed in accordance with the Policy Organisation and Rules of The Scout Association.</p>
Policies and procedures for the	<p>All Trustees complete The Scout Association trustee and mandatory</p>

induction and training of trustees	learning within the first six months of joining the Trustee Board, they also complete other Scout Association mandatory learning periodically as required.
Additional governance arrangements	<p>The charity is managed by the Trustee Board, the members of which are the "Charity Trustees". 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.</p> <p>The Trustee Board consists of the Chair, Treasurer and 2 Trustees (including 1 Ex-Officio Trustee) and meets 4 times a year.</p> <p>The Trustee Board exists to support the Leadership Teams in meeting the responsibilities of their appointments and in supporting them to run high-quality and safe programs that give young people skills for life. The Trustee Board maintain appropriate governance policies and oversight. The Trustee Board is responsible for carrying out its purposes for the public benefit, complying with the charity's governing document and the law, and managing the charity's resources responsibly.</p> <p>The Trustee Board is responsible for ensuring the charity is well managed, risks are assessed and mitigated, buildings and equipment are in good order and everyone follows legal requirements and Scout Association Policy, Organisation & Rules.</p> <p>This includes responsibility for:</p> <ul style="list-style-type: none"> • Promoting a positive image of Scouting in the community, as well as its development; • Developing, maintaining and regularly reviewing a risk register, including putting in place appropriate mitigation; • Ensuring that the finances are properly managed, and there are sufficient resources (and reserves) to deliver high quality Scouting; • Ensuring a system of internal controls is in place that is designed to provide reasonable assurance against material mismanagement or loss; • Ensuring that property is appropriately managed; • Maintaining appropriate insurance of persons, property and equipment; • Assisting in the recruitment of leaders and other adult support; • Having an open and transparent selection process for the recruitment of Trustees; • Appointing Advisors as required; • Ensuring effective administration is in place to support the Trustee Board; • Ensuring compliance with applicable governance and charity regulations, including in respect to safety and safeguarding; • Ensuring incidents are appropriately reported in line with regulation and policy; • Ensuring applicable policies and regulations are regularly reviewed and changes implemented as appropriate; • Ensuring transparency of operations, including in the preparation of accounts and holding and AGM; • Ensuring compliance with Data Protection legislation; • Acting as a responsible employer for any employees, who are effectively managed.

Plans for future periods

Plans for future Periods	Continuing camps and activities for members
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	Social activities to include parents and families Replacement of Scout Hall roof.
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Reference and administration details

Principal Address	The Scout Hall, Allensbank Crescent, CARDIFF CF14 3PR
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	Names of the charity trustees who manage the charity	Office (if any)	Dates acted if not for whole year
1	John Roberts	Chair	
2	Lynne Flower	Lead Volunteer	
3	Paul Harwood	Treasurer	
4	Tim Ferguson	Secretary	
5	Paul Luff		up to September 2025
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7			
8			
9			
10			
11			
12			



Name and address of advisors

Type of advisor	Name	Address
Independent Examiner / Auditor	Kundan Pitrola FMAAT AAT(Fellow) KP Accounting and Tax Services	10 Birchfield Crescent, CARDIFF CF5 1AE
Detail others		

Declaration

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

Signed on behalf of the charity's trustees by:

Signature		
Full name	WILLIAM JOHN ROBERTS	PAUL HARWOOD
Position held	CHAIRMAN	TREASURER
Date	11 TH MAY 2026	11/5/26

7th Cardiff Scout Group

RECEIPTS AND PAYMENTS ACCOUNT FOR THE YEAR ENDED 31 DECEMBER 2025

Charity Reg No 524904

	<u>2025</u> £	<u>2024</u> £
<u>RECEIPTS</u>		
Lettings	12,845	12,161
Fundraising, Donations and Gift Aid	3,240	1,056
Sections	14,006	10,657
Miscellaneous Income	275	67
<u>OTHER INCOME</u>		
Interest Received	734	704
<u>TOTAL RECEIPTS</u>	<u>31,100</u>	<u>24,645</u>
<u>PAYMENTS</u>		
Hall Expenses	9,225	8,950
New Equipment	815	441
Capitation	4,060	3,250
Accountancy Fees	0	275
Uniform and Badges	1,763	787
Sections Expenses	2,243	2,374
PGL Fees and Training	6,012	0
Camp Fees	2,125	801
Fund Raising	910	0
Donations (Paul Luff)	600	
Miscellaneous	321	408
Depreciation Leasehold Building	0	2,471
<u>TOTAL PAYMENTS</u>	<u>28,074</u>	<u>19,757</u>
<u>NET RECEIPTS</u>	<u>3,026</u>	<u>4,888</u>

NOTES

There were no restricted or endowment funds during the current year, nor any in the past years

7th Cardiff Scout Group


STATEMENT OF ASSETS AND LIABILITIES AT 31 DECEMBER 2025

Charity Reg No 524904

	<u>2025</u> £	<u>2024</u> £
Total Assets at 1 January 2024	133,377	128,489
Excess Income over Expenditure	3,026	4,888
<u>NET ASSETS AT 31 DECEMBER 2025</u>	<u>136,403</u>	<u>133,377</u>
<u>REPRESENTED BY</u>		
ASSETS RETAINED FOR THE CHARITY'S OWN USE		
Leasehold Buildings Brought Forward	46,945	49,416
Depreciation	0	-2,471
	<u>46,945</u>	<u>46,945</u>
MONETARY ASSETS		
Bank Accounts		
Community Account	8,545	16,402
N S & I Account	79,161	68,448
Business Savers Accounts	1,650	1,628
Cash In Hand	102	94
Total Bank and Cash	<u>89,458</u>	<u>86,572</u>
CURRENT LIABILITIES	0	-140
	<u>136,403</u>	<u>133,377</u>

The above receipts and payment account and Statement of assets and liabilities were approved by the board of Trustees on 13TH APRIL 2026 and signed on their behalf by


Chairman


Treasurer

NOTES

There were no restricted or endowment funds during the current year, nor any in the past years

Independent examiner's report to the trustees of 7th Cardiff Scout Group

I report to the trustees on my examination of the accounts of the 7th Cardiff Scout Group (the Trust) for the year ended 31 December 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 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 Trust 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.



Kundan Pitrola FMAAT AAT (Fellow)

KP Accounting and Tax Services

Accountants

10 Birchfield Crescent

Cardiff CF5 1AE

10 April 2026