


12TH BURTON-UPON-TRENT, 1ST TUTBURY & HATTON SCOUT GROUP

TRUSTEES' ANNUAL REPORT

Section 1	Legal and Administrative Information	
Charity Name	12 th Burton-Upon-Trent 1 st Tutbury Scout Group	
Registered Number	703104	
Financial Year From	1 st April 2024	
Financial Year To	31 st March 2025	
Address	1 Close Bank, Tutbury, Staffordshire, DE13 9HD	
Governing Document	The Group'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 of The Scout Association.	
Objects of the Charity	<p>The Mission of the Scout Association is "Scouting actively engages and supports young people in their personal development, empowering them to make a positive contribution to society".</p> <p>The method of achieving the Aim of the Association is by providing an enjoyable and attractive scheme of progressive training, based on the Scout Promise and Law and guided by adult leadership.</p> <p>See also the Mission & Values Statement at the end of this report.</p>	
Specific Investment Powers	None.	
Bankers	Lloyds Bank plc, 14 High Street North, East Ham, London, E6 2HN.	
Section 2	Trustees and Governance	
Trustee Changes	None	
Name of Trustee	<i>Post held, and dates during which named trustees acted, if not for whole period of this report</i>	<i>Name of person (or body) entitled to appoint any charity trustee</i>
Lorraine Sharpe	Group Chairperson	Group Scout Council
Peter Steadman	Group Lead Volunteer	District Commissioner
Jeremy Tutt	Group Treasurer	Group Scout Council
Gill Steadman	Beaver Section Lead Volunteer	Group Scout Council
Neal Carter	Cub Section Lead Volunteer	Group Scout Council
Heather Hardy	Scout Section Lead Volunteer	Group Scout Council
Section 3	Activities and Achievements	
Membership	<p>Group membership has remained constant, as it has for several years at around 72 young section members, 9 young leaders and 17 adults evenly spread across the Beaver Scout Colony, Cub Scout Pack and Scout Troop. Preferring to focus on quality rather than quantity, we are restricted by the size of the building and available leaders. With minimal waiting lists and restricted by the former issues and available building time slots, we remain at one group per section.</p>	

Activities	<p>Group members have had taken part in a well-balanced and exciting programme across the sections with activities both locally in and around the headquarters but also further afield. All sections / members have had opportunities to camp or stay away from home for a night or more, even for a week for some. Other activities have included badge work, evaluating the skills and knowledge of the young people, hiking, climbing, caving, sailing, canoeing and other adventurous activities. The group continues to foster a community spirit with the local area engaging in a variety of local events.</p> <p>Across the sections we continually promote actively engaging and supporting young people in their personal development, empowering them to make a positive contribution to society. The adults work in partnership with the young people in a fun, learning environment which promotes our core values, Integrity; Respect; Care; Belief and Co-operation.</p>
Charity Fundraising	<p>Fundraising and donations activities in the year raised £3,719 for the Group (£2,826 in 2023/24). Significant activities include marquee hire (£1,600), Hatton Carnival (£719), minibus hire (£670) and a donation from PPS Midlands Ltd (£250).</p>
Facilities	<p>We continue to use the Old School on Cornmill Lane as our Scout HQ. A new storage container has been installed.</p>
Leadership	<p>The Group structure is currently managed through a Group Lead Volunteer; with a team of adult and young leaders delivering the programme to the sections. Each section has a team to support the needs and development of the young people.</p> <p>Our Group is focused on being Youth Shaped in accordance with the Vision 2018 of the Scout Association and to prepare better futures 2018-2023 through the Skills for Life strategy of The Scout Association (The Scouts).</p> <p>The Scout Association and our Group is undertaking a transformation process to improve management and governance down to local level and help simplify the adult journey from recruitment, through learning into leadership. Our Group is currently transitioning from Executive Committees to Trustee Boards and a wider leadership team to ensure regulatory compliance and a simpler route to adult leadership / support roles.</p>
Finances	<p>Membership subscriptions in the year were £8,620 (£8,310 in 2023/24).</p> <p>OSM is used to manage gift aid claims on subscriptions paid. In 2024/25, we claimed £1,556 in gift aid (£1,385 in 2023/24). Currently only 66% of subscriptions are being declared for gift aid. If you have not already, please complete your gift aid declaration in OSM as it allows us to claim an additional 25% from HMRC.</p> <p>During the year, costs associated with running the Group were £12,271, £1,831 more than income received of £10,439 (via subs and gift aid).</p> <p>Bank interest received in the year was £263 (£254 in 2023/24).</p>

	<p>Trustees – All Trustees are expected to complete mandatory training after appointment.</p> <p>The Scout Group are operated to the information in the Policy Organisation and Rules as amended of The Scout Association.</p>
Section 5	Signature and Declaration
Declaration	I declare, in my capacity as charity trustee, that the trustees have approved the report above and have authorised me to sign on their behalf.
Signature	
Full Name	Lorraine Sharpe
Position	Group Chairperson
Date	16 th July 2025
Mission & Values Statement	
<p>Scouting exists to actively engage and support young people in their personal development, empowering them to make a positive contribution to society.</p> <p>Vision:</p> <p>To have prepared more young people with skills for life, supported by amazing leaders who deliver an inspiring programme.</p> <p>As Scouts we are guided by these values:</p> <ul style="list-style-type: none"> • 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>Strategic Priorities:</p> <p>The following Strategic Priorities are:</p> <ul style="list-style-type: none"> • Perception: Scouting is understood, more visible, trusted, respected and widely seen as playing a key role in society today. • People: More well trained better supported and motivated adult volunteers, and more young people from diverse backgrounds. • Programme: A fun high-quality programme consistently delivered and supported by simple digital tools. <p>Objectives:</p> <p>Our Objectives are We want to Grow, become more Inclusive, be More Youth Shaped and Impact our communities.</p>	

	<p>In May 2024, a new container was installed costing £6,230.</p> <p>The underlying cost of rent in the year was £2,110 (£1,960 in 2023/24). The invoice for the summer term (£650) was received in April therefore only £1,460 has been reflected in the year</p> <p>Insurance costs were £1,697 (from £1,973 in 2023/24).</p> <p>Nett contribution to camp and event costs is showing as £2,374. This includes deposits of £1,090 for camps/events held in 2025/26 (Trent Lock, Walesby and Edale) and £1,340 from the Staffordshire District relating to use of the Group equipment for the County trip to Kandersteg in 2023.</p> <p>£9,500 has been received in the year for the Scout section trip to the Kandersteg International Scout Camp in 2026 (KISC 2026). £304 was paid in the year.</p> <p>Other significant costs in the year were the purchase of marquees (£1,122), GoCardless fees (£827) and badges (£1,029).</p> <p>Cash in the bank at the end of the year was £33,611, which was £10,694 higher than the start of the year. This increase in the bank balance includes £9,196 relating to KISC 2026.</p> <p>We use OSM as the primary method for collecting subs and camp/event payments. We also have a contactless payment device which means we are now largely cashless.</p>
Section 4	Policies
Reserves Policy	<p>The Group's policy on financial reserves is to retain a balance equal to the annual membership fee, some £10,000, and this has been achieved this year.</p> <p>We will review the future needs and the reserves policy annually in accordance with good practice and development expectations for Scouting throughout the Burton Upon Trent District.</p>
Grant Making Policy	The Trustees do not make grants to outside organisations.
Investments Selection Policy	The Scout Association's Policy, Organisation & Rules set out the way the funds of the Group may be invested.
Review of Major Risks	<p>Financial – Risks managed by retention of reserves as outlined above.</p> <p>Property – Risks managed by adequate insurance of buildings and facilities.</p> <p>People – Risks managed by application of the Scout Associations policies on Adventurous Activities / Emergencies/ Safeguarding and Bullying.</p> <p>GDPR – The Scouts have recently included GDPR compliance in the mandatory training.</p>

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.

Diversity & Inclusion:

Scouting should reflect the societies in which it exists and actively works to welcome all individuals without distinction. This diversity should not only be reflected in the membership, but also the methods and programmes used within the Movement.

Social Impact:

Every Scout should be involved in community service and share their experiences to inspire others. Through activities and projects, Scouts contribute to their communities and become leaders of positive change. 12th Burton, 1st Tutbury & Hatton Scout Group aims to develop Scouting through the full application of the UK Scout Association Policy and programme.

12th Burton, 1st Tutbury & Hatton Scout Group (Charity no. 703104)

Receipts and payments account

Year start date		Year end date	
For the year from	1st April 2024	To	31st March 2025

Receipts and payments

	2024/25	2023/24
	Unrestricted funds	Unrestricted funds
	£	£
Receipts		
Donations, legacies and similar income		
Membership subscriptions	8,620	8,310
Less: Membership subscriptions paid on (National/County/Area/District)	-	4,080
net membership subscriptions retained	8,620	4,230
Donations (including minibus)	1,345	1,072
Legacies	-	-
Gift Aid	1,556	1,385
Camp & event income	13,624	9,371
KISC 2026	9,500	-
Container refund	-	3,966
Other similar income	-	-
Sub total	34,645	20,024
Grants		
Maintenence grant	-	-
Other grants	-	33,443
Sub total	-	33,443
Fundraising events (gross)		
Marquee hire	1,600	1,210
Hatton carnival	1,219	827
Other fundraising activities	55	298
Sub total	2,874	2,335
Investment income		
Bank interest	263	254
Building Society interest	-	-
The Scout Association Short Term Investment Service	-	-
Other investment income	-	-
Sub total	263	254
Total Gross Income	37,782	56,056
Asset and investment sales, etc.	-	1,000
Total receipts	37,782	57,056

12th Burton, 1st Tutbury & Hatton Scout Group (Charity no. 703104)

Receipts and payments account

Year start date

Year end date

For the year
from

1st April 2024

To

31st March 2025

Receipts and payments

	2024/25	2023/24
	Unrestricted funds	Unrestricted funds
	£	£
Payments		
Charitable Payments		
Youth programme and activities	-	-
Adult support and training	-	-
Rent	1,460	1,960
Water and sewerage	318	395
Electricity and gas	-	-
Insurance	1,697	1,973
Repairs and Renewals	-	-
Materials and equipment	1,202	-
Printing and photocopying	-	-
Contribution to camp costs	11,250	7,246
KISC 2026	304	-
Uniforms	33	1,358
AGM and trustee expenses	-	-
Bank fees	827	655
Scout shop	1,029	710
Minibus	1,470	315
Section floats	643	600
Sundry	125	338
Sub total	20,358	15,550
Fundraising expenses		
Hatton carnival	500	442
Other fundraising costs	-	139
Sub total	500	581
Total Gross Expenditure	20,858	16,131
Asset and investment purchases, etc.	6,230	35,375
Total payments	27,088	51,506
Net of receipts/(payments)	10,694	5,550
Cash funds last year end	22,917	17,367
Cash funds this year end	33,611	22,917

12th Burton, 1st Tutbury & Hatton Scout Group (Charity no. 703104)

Receipts and payments account

	Year start date		Year end date
For the year from	1st April 2024	To	31st March 2025

Statement of assets and liabilities at the end of the year

	31st March 2025 Unrestricted funds £	31st March 2024 Unrestricted funds £
Cash funds		
Bank current account	179	275
Bank deposit account	33,250	22,000
Building society account	-	-
The Scout Association Short Term Investment Service	-	-
Cash/Floats	182	642
Total cash funds	33,611	22,917
(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	-	-
Investment assets		
Investment property - detail	-	-
Quoted investments	-	-
Other investments - detail	-	-
Sub total	-	-
Non monetary assets for charity's own use		
Badge stock	-	-
Shop stock	-	-
Other stock	-	-
Land and buildings	-	-
Motor vehicles	-	-
Scouting equipment, furniture etc	-	-
Other	-	-
Sub total	-	-
Liabilities		
Accounts not yet paid	-	-
Expenses incurred but not invoiced	-	-
Subscriptions not yet paid	-	-
Loan - detail	-	-
Other liabilities	-	-
Sub total	-	-
Total net assets	33,611	22,917

The above receipts and payments account and statement of assets and liabilities were approved by the Trustees on 16th July 2025 (the date of the Trustee Board meeting that approved the accounts) and signed on their behalf by

Signature

Lorraine Sharpe

Jeremy Tutt

Print Name

Lorraine Sharpe (Chair)

Jeremy Tutt (Treasurer)

Independent examiner's report to the trustees of 12th Burton, 1st Tutbury & Hatton Scout Group

I report to the trustees on my examination of the accounts of the 12th Burton, 1st Tutbury & Hatton Scout Group for the year ended 31st March 2025.

Responsibilities and basis of report

As the charity trustees of the 12th Burton, 1st Tutbury & Hatton 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 12th Burton, 1st Tutbury & Hatton 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 12th Burton, 1st Tutbury & Hatton 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: Jane Taylor

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

Address: 23 The Park Pale
Tutbury
DE13 9LB

Date: 16 July 2025