



## **1st Forres Scout Group**

Trustees' Annual Report

Year Ended 31st March 2025

### **Reference and Administrative Details**

**Charity Name:** 1st Forres Scout Group

**Charity Number:** SC043071

**Operating Address:** Scout Hut, Bank Lane, Forres, IV36 1NU

### **Structure, Governance, and Management**

#### **Governing Document**

The Group was registered as a charity on 5th April 2012 and operates under the Policy, Organisation and Rules (POR) of The Scout Association. The Group has been affiliated with the Scout Association (Scotland) since 1910.

#### **Constitution & Governance Transition**

In 2024, 1st Forres Scout Group underwent a significant governance restructure, shifting from the traditional Group Executive Committee model to a new Trustee Board and Group Leadership Team framework. This change is part of The Scout Association's modernisation programme and aligns with the updated governance standards outlined in the December 2024 Trustee Board guidance.

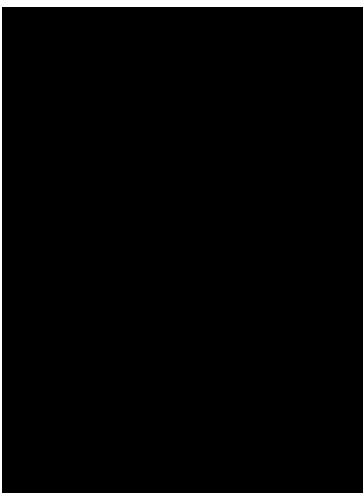
This structure separates governance (via the Trustee Board) from programme delivery (handled by the Leadership Team), promoting better transparency, effectiveness, and safety.

The Trustee Board bears legal responsibility for ensuring compliance with relevant laws and regulations, maintaining vigilance over financial matters and risk management, and supporting the Group Lead Volunteer in delivering a safe, inclusive, and high-quality Scouting experience.

The Group Leadership Team focuses exclusively on programme delivery and volunteer support, not governance duties.

#### **Governance Changes – Executive Committee Step-Down Dates**

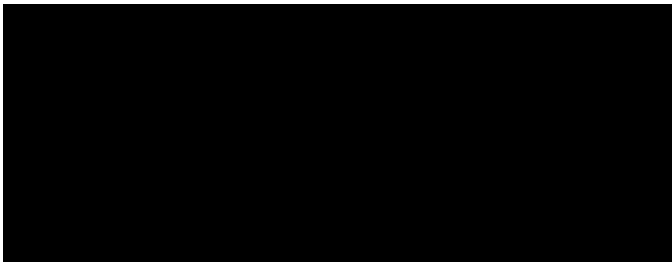
As part of the governance transition, the following individuals stepped down from their roles in the Executive Committee:



We thank each of them for their commitment and service to the young people of Forres.

### **Current Trustees**

As of 31 December 2024, the following individuals are serving as trustees of 1st Forres Scout Group:



### **How the Trustee Board Operates**

The 1st Forres Scout Group Trustee Board plays a vital role in ensuring the charity is well-managed, compliant, and sustainable.

It follows the governance model as outlined by The Scout Association in December 2024, reflecting best practices for youth charities in the UK.

### **Purpose of the Trustee Board**

The Trustee Board exists to ensure the Group complies with all legislation, including charity law, acts in the best interests of the Group and adheres to Scouting's values, and oversees and approves budget and financial operations.

It also manages risks, which include safeguarding, health and safety, and data protection, while supporting and holding the Group Lead Volunteer accountable for the quality and safety of programme delivery.

### **Membership and Roles**

Trustees are carefully chosen for their skills, experience, and commitment to Scouting values.

Roles within the Board include Chair, Treasurer, and nominated volunteers.

The Board meets at least quarterly and can also form working groups for specialised projects or risk management.

This model ensures that strategic direction and operational independence are well-balanced, fostering effective Scouting delivery in Forres.

### **Trustee Appointments and the Next AGM**

To ensure continuity and support the new structure, an interim Trustee Board was set up during the governance transition in 2024.

Following The Scout Association's guidance and best practice in charity governance, a full Trustee Board will be formally voted in at the next Annual General Meeting (AGM).

This process will enable members of the Group Scout Council to nominate and approve a team of trustees with the appropriate skills and commitment needed to oversee the strategic and legal responsibilities of the charity.

The upcoming AGM will also provide an opportunity to:

Confirm all trustee appointments, clarify roles and responsibilities under the new constitution, and encourage wider member engagement in the Group's governance.

The Group is steadfast in its commitment to transparency and strong leadership.

The formal election of trustees at the AGM will be a significant step in embedding the refreshed structure.

### **Charitable Purpose**

The 1st Forres Scout Group aims to actively engage and support young people in their personal development, empowering them to contribute positively to society.

Our charitable purpose is achieved through regular weekly meetings, adventurous activities, camps, and community service.

All of these activities align with Scouts Scotland's policy for youth aged 6–18.

### **Volunteers**

The Group is entirely led by volunteers.

We remain immensely grateful for the dedication, energy, and commitment shown by our adult volunteers to support Scouting and our young people.

### **Financial Review and Reserve Fund**

The Group is financially stable, maintaining a reserve fund of £15,000 for essential building maintenance and emergencies.

A comprehensive set of financial statements has been prepared and submitted separately to OSCR.

### **Achievements, Performance, and Outcomes**

The year 2024 was marked by growth, resilience, and community camaraderie.

Some of the key highlights include the expansion of sections, where a second Cub Pack was established, and at the start of 2025 a second Scout Troop was also established. Both new sections are going from strength to strength and continue to develop and grow.

**New Mess Tent:** Through funds raised from the 2023 Duck Race, we acquired a spacious 7.7m x 4.4m mess tent.

**Programme Delivery:** All sections offered a diverse array of programmes, including camps, sleepovers, and skill-building events.

**Community Involvement:** We continued to participate in Remembrance Parades and other local community events.

**Fundraising:** Various events hosted by local businesses supported our running and programme costs.

**Public Engagement:** Our activities were consistently featured in the Forres Gazette and online media outlets.

#### **Additional Achievements:**

Returning to District Events, participating in the Moray District Camp and badge days helped young people forge new friendships and explore different activities.

**Outdoor Skills & Campfire Nights:** Events at Blairs Loch and Brodie were well-attended, celebrating classic Scouting traditions.

**Volunteer Training Growth:** Several adults completed training in safeguarding, first aid, and leadership, strengthening our team's resilience.

**Local Partnerships:** The Group collaborated with organisations like the Dava Way Association and the Findhorn Bay Trust.

Equipment Investment: We purchased new tents, shelters, and cooking equipment to boost the safety and quality of our camping experiences.

Uniform Exchange Pilot: A pre-loved uniform scheme was launched to help families manage living costs.

Celebratory Events: Seasonal themed nights such as water day, pirate night, and winter festival provided memorable experiences.

### **Plans for the Future**

Further integrate the Trustee Board and Group Leadership Team model.

Expand section capacity to accommodate demand.

Improve digital tools for better communication and record-keeping.

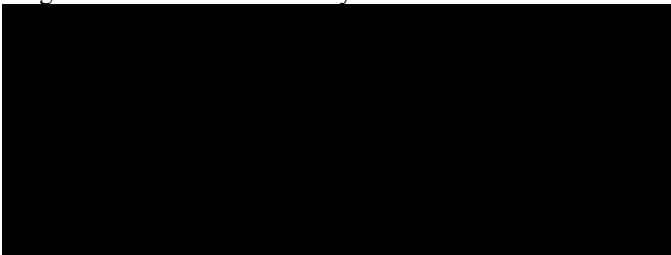
Continue supporting a safe, inclusive, and high-quality programme.

Scout Hall Development: A special project and working group aim to explore the expansion of the existing Scout Hall. This initiative is intended to double the building's capacity, accommodating both current demand and future growth. Preliminary planning and feasibility discussions are already underway.

### **Declaration**

The trustees declare that they have approved this report.

Signed on behalf of the Charity Trustees



Position: Chair of Trustees

Date: 19th June 2025

## 1st Forres Scout Group

SC043071



Receipts and payments accounts						
For the period from				to		
	Day	Month	Year		Day	Month
	01	April	2024		31	March

## Section A Statement of receipts and payments

	Unrestricted funds	Restricted funds	Expendable endowment funds	Permanent endowment funds	Total funds current period	Total funds last period
	to nearest £	to nearest £	to nearest £	to nearest £	to nearest £	to nearest £
<b>A1 Receipts</b>						
Donations	1,276				1,276	2,865
Legacies					-	
Grants	812				812	400
Receipts from fundraising activities	42,904				42,904	29,071
Gross trading receipts	2,125				2,125	2,215
Income from investments other than land and buildings					-	
Rents from land & buildings					-	
Gross receipts from other charitable activities	1,915				1,915	1,663
					-	
<b>A1 Sub total</b>	<b>49,032</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>49,032</b>	<b>36,214</b>
<b>A2 Receipts from asset &amp; investment sales</b>						
Proceeds from sale of fixed assets					-	
Proceeds from sale of investments					-	
<b>A2 Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>49,032</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>49,032</b>	<b>36,214</b>
<b>A3 Payments</b>						
Expenses for fundraising activities	55,005				55,005	34,658
Gross trading payments					-	
Investment management costs					-	
Payments relating directly to charitable activities					-	
Grants and donations					-	
Governance costs:					-	
Audit / independent examination					-	
Preparation of annual accounts					-	
Legal costs					-	
Other					-	
					-	
<b>A3 Sub total</b>	<b>55,005</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>55,005</b>	<b>34,658</b>
<b>A4 Payments relating to asset and investment movements</b>						
Purchases of fixed assets					-	
Purchase of investments					-	
<b>A4 Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>55,005</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>55,005</b>	<b>34,658</b>
<b>Net receipts / (payments)</b>	<b>(5,973)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>(5,973)</b>	<b>1,556</b>
<b>A5 Transfers to / (from) funds</b>						
					-	
<b>Surplus / (deficit) for year</b>	<b>(5,973)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>(5,973)</b>	<b>1,556</b>

## Section B Statement of balances

Categories	Details	Unrestricted funds	Restricted funds	Expendable endowment funds	Permanent endowment funds	Total current period	Total last period
		to nearest £	to nearest £	to nearest £	to nearest £	to nearest £	to nearest £
B1 Cash funds	Cash and bank balances at start of year	42,159				42,159	40,601
	Surplus / (deficit) shown on receipts and payments account	(5,973)				(5,973)	1,557
						-	
						-	
	Cash and bank balances at end of year	36,186	-	-	-	36,186	42,158
	(Agree balances with receipts and payments account(s))						

Categories	Details	Fund to which asset belongs	Market valuation	Last year
			to nearest £	to nearest £
B2 Investments				
		Total	-	-

Categories	Details	Fund to which asset belongs	Cost (if available)	Current value (if available)	Last year
			to nearest £	to nearest £	to nearest £
B3 Other assets					
		Total	-	-	-

Categories	Details	Fund to which liability relates	Amount due	Last year
			to nearest £	to nearest £
B4 Liabilities				
		Total	-	-

Categories	Details	Fund to which liability relates	Amount due (estimate)	Last year
			to nearest £	to nearest £
B5 Contingent liabilities				
		Total	-	-

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

Signature\*

Print Name

Date of  
approval

09 June 2025



[illegible]

Type of activity or project supported	Individual / institution	Number of grants made	£
		Total	

If no remuneration was paid during the period to any charity trustee or person connected to a trustee cross this box (otherwise complete section 3b)	X
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Authority under which paid	£

If no expenses were paid to any charity trustee during the period then cross this box (otherwise complete section 4b)	X
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	Number of trustees	£

	Nature of relationship	Nature of transaction	Transaction amount (£)	Balance outstanding at period end (£)
\$				

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### Analysis of receipts and payments

	Unrestricted funds to nearest £	Restricted funds to nearest £	Expendable endowment funds to nearest £	Permanent endowment funds to nearest £	Total current period to nearest £	Total last period to nearest £
Various from individuals	1,276				1,276	
					-	
					-	
					-	
Total	1,276	-	-	-	1,276	-

- reference

	Unrestricted funds to nearest £	Restricted funds to nearest £	Total current period to nearest £	Total last period to nearest £
Forres Rotary Club	850		850	
Start up grants for two new sections	1,272		1,272	
			-	
			-	
<b>Total</b>	<b>2,122</b>	<b>-</b>	<b>2,122</b>	<b>-</b>

reference - reference reference

	Unrestricted funds to nearest £	Restricted funds to nearest £	Expendable endowment funds to nearest £	Permanent endowment funds to nearest £	Total current period to nearest £	Total last period to nearest £
					-	
					-	
					-	
					-	
					-	
					-	
					-	
					-	
					-	
<b>Total</b>	-	-	-	-	-	-

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## APPENDIX 3



### Independent examiner's report on the accounts

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Report to the trustees/members of

Charity name

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

Registered charity number

SC043071

On the accounts of the charity for the period

Period start date

Day Month Year

01 April 2024

to

Period end date

Day Month Year

31 March 2025

Set out on pages

(remember to include the page numbers of additional sheets)

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts in accordance with the terms of the Charities and Trustee Investment (Scotland) 2005 Act and the Charities Accounts (Scotland) Regulations 2006 (as amended). The charity trustees consider that the audit requirement of Regulation 10(1) (d) of the Accounts Regulations does not apply. It is my responsibility to examine the accounts as required under section 44(1) (c) of the Act and to state whether particular matters have come to my attention.

Basis of independent examiner's statement

My examination is carried out in accordance with Regulation 11 of the 2006 Accounts Regulations. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeks explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and, consequently, I do not express an audit opinion on the view given by the accounts.

Independent examiner's statement

In the course of my examination, no matter has come to my attention ~~other than that disclosed on the attached page\*~~

1. which gives me reasonable cause to believe that in any material respect the requirements:
  - to keep accounting records in accordance with section 44(1) (a) of the 2005 Act and Regulation 4 of the 2006 Accounts Regulations, and
  - to prepare accounts which accord with the accounting records and comply with Regulation 9 of the 2006 Accounts Regulations

have not been met, or

2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed\*\*:

Name:

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

Address:

\*Please delete the words in the brackets if they do not apply. If the words do apply, set out those matters which have come to your attention on the following page.

\*\* OSCR will accept digital or typed signatures