Trustees' Annual Report

For the period

From (start date) D D M M Y Y to end date D D M M Y Y

Section A **Reference and administration details**

Charity name

Other names the charity is known by

Registered charity number (if any)

HQ registration number

Charity's principal address

Postcode

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			
2			
3			
4			
5			
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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

Section B	Structure, governance and management

Description of the charity's trusts

Type of governing document (e.g. trust deed, constitution)	The Group's/District's/Area's/County's (delete as appropriate) 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.
How the charity is constituted (e.g. trust, association, company)	The Group/District/Area/County (delete as appropriate) is a trust established under its rules which are common to all Scouts.
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: 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 is managed by the Group 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. The Trustee Board consists of the Chair, Treasurer and 6 Trustees (including 2 Ex Officio Trustees, and 2 co-opted Trustees) and meets every # months. Members of the Trustee Board complete Being a Scouts Trustee learning within the first 6 months of joining the Board. This Group Trustee Board exists to make sure the charity is well-managed, risks are assessed and mitigated, buildings and equipment are in good working order, and everyone follows legal requirements and the organisation's policies and rules. Their support helps other volunteers run high-quality and safe programmes that gives young people skills for life.

Section B	Structure, governance and management (continued)
	Risk and Internal Control (Specimen 1) The Group Trustee Board 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 Board 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 4 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

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.

Section D Achievements and performance

Summary of the main achievements of the charity during the year

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 reserve is currently set at £6,000. The Group held cash reserves of £ 7,528 as at 31st March 2025 (2024: £ 6,943). Of this £97 is restricted funds and free cash reserves were at £7,432. All payments and income related to Medusa Explorers were settled in the year and all remaining funds are solely Group related.
Quantify and explain any designations	
Details of any funds materially in deficit (circumstances plus steps to eliminate)	There has been no material deficyt of funds at year end. The Group has faced increased costs but despite depletion of reserves over the past few years the Group managed to slightly increase cash reserves this year. However further increases are expected in the running costs of hall hires, badges and the National/County/Area/Distric membership fees which can put more presure on the cash reserves. There has been no subs increase for any sections in this financial year and the subs are aligned across all sections.

Further financial review details (optional information)

You **may choose** to include additional information, where relevant, about:	**Investment Policy**
• the charity’s principal sources of funds (including any fundraising);	The Group's principal source of funds is membership subscriptions, gift aid receipts, and fundraising events - Christmas raffle, litter picking, and other activities and events. This year the Group benefited also from a number of Grants - total of £3,160
• how expenditure has supported the key objectives of the charity;	This year, the Group's expenditure has allowed for the provision of a diverse range of scouting activities, as well as some additions to our equipments like Paddle Boards that will add to variety of activities offered to young members. The Group's free reserves of cash has incresed by £585 over the last financial year (FY23-24 : £8,647 reduction). The cost increases in the school hall hire rates, badges prices, increase in membership subscriptions paid on (National/County/Area/District) were balanced out by sucesssful fundraising and number of grants received this year.
• investment policy and objectives;	

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)

Section G — Declaration

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

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)		
Position (eg Secretary, Chair)		
Date	D D M M Y Y	