

Trustees' Annual Report

For the period

From (start date)

0	1	0	4
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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 St Andrews Highfield Scout Group.																																							
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Other names the charity is known by

Highfield Scouts																																							
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Registered charity number (if any)

1	0	1	6	4	2	7
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HQ registration number

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Charity's principal address

7 Quantock Way																																							
Chesterfield																																							
Derbyshire																																							
Postcode																														S	4	0	4	L	L				

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	Paul Heath	Ex Officio Group Lead Volunteer	
2	Rick Barnett	Chair	
3	Fiona Parsons	Group Treasurer	
4	Hayley Heath	Elected Member	
5	Charlotte Summers	Elected Member	
6	Dawn Heath	Elected Member	
7	Paul Harris	Elected Member	
8			
9			
10			
11			
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
Not Applicable		

The Groups 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.

The Group is a trust established under its rules which are common to all Scouts.

The Trustees are appointed in accordance with the Policy, Organisation and Rules of The Scout Association.

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 5 Trustees (including 1 Ex Officio Trustee) and meets every 4 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.

Risk and Internal Control

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

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 Group acts as a unit of the Scout association and is Responsible to the District.

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.

We are a voluntary run organisation and are reliant on people offering their time, supporting our volunteers locally and nationally is a core of our activity both with national support with training and development supplied by the association and local support from the District, County and Group senior leadership team.

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**

Highfield St Andrews review 2024/25. During the year we relied on 20 volunteers in a range of hands on roles from actively managing group meetings to dealing with financial and association requirements. We had 98 Children in the group ranging in age from 6 to 18. A full detailed age appropriate programme was offered including Indoor and Outdoor camping, away days, theatre and sports event visits as well as the complete range of badge and skills training, Scouting is about developing skills as well as having fun and we are delighted to have been able to grow our Scout group to include a young leader section as these young people are the future of Scouting. We actively encourage the senior leaders to be part of the development group and we have been delighted with their commitment and growth this year. As ever we are nothing without our volunteers and we are grateful for the time and commitment that they give, we continue to encourage Parents and Guardians to join our group and help us grow.

Section E	Financial Review
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Financial Management and 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 Trustee Board considers that the group should hold a sum equivalent to 3 months running costs, circa £6000.00 and a sum of approximately £5000.00 for equipment replenishment and replacement. We have a reserve of £12018 at the year end. The Groups income and expenditure is quite small therefore income and investments are kept in interest bearing bank accounts where available. With regard to financial management the Group Treasurer produces annual and monthly budgets and monthly accounts, the Trustees review each months results and any actions are taken as appropriate.

The Groups income and expenditure is quite small therefore income and investments are kept in interest bearing bank accounts where available. With regard to financial management the Group Treasurer produces annual and monthly budgets and monthly accounts, the Trustees review

Section G	Declaration
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The trustees declare that they have approved the trustees' report above

Signed on behalf of the charity's trustees

Signature(s)								
Full name(s)	Rick Barnett	Paul Heath						
Position (eg Secretary, Chair)	Group Chair	Group Lead Volunteer						
Date	<table border="1" style="display: inline-table; border-collapse: collapse;"> <tr> <td style="width: 20px; text-align: center;">2</td> <td style="width: 20px; text-align: center;">6</td> <td style="width: 20px; text-align: center;">1</td> <td style="width: 40px; text-align: center;">January</td> <td style="width: 20px; text-align: center;">2</td> <td style="width: 20px; text-align: center;">5</td> </tr> </table>		2	6	1	January	2	5
2	6	1	January	2	5			

1st Highfield St Andrews Scout Group
 Receipts & Payments Account
 Year Ended 31st March 2025

Receipts	Ref	2025	2024
		£	£
Membership Subscriptions	1	14,292	13,878
Less Capitation	2	- 5,353	- 4,550
Net Membership Subscriptions		8,939	9,328
Fundraising	-	-	-
Camps/Events/Activities	3	12,086	7,735
Grants	4	-	-
Donations	5	156	423
Uniform	6	87	49
Bank Interest	7	19	20
Asset & Investment Sale	8	260	2,646
Total Receipts		21,547	20,201
Payments			
Fundraising	-	-	-
General	9	- 3,147	- 2,741
Camps/Events/Activities	10	- 12,757	- 12,816
Uniform	-	-	-
Asset & Investment Purchase	11	- 3,357	- 4,511
Total Payments		- 19,261	- 20,068
Deficit/Surplus for the year	12	2,286	133

Funds Reconciliation

Cash at bank brought forward	13	20,757	20,624
Deficit/Surplus for the year	12	2,286	133
Cash at bank 31/03/2025	14	23,043	20,757

1st Highfield St Andrews Scout Group
Statement of Assets and Liabilities
Year Ended 31st March 2025

	Ref	2025	2024
		£	£
Funds Reconciliation			
Cash at bank brought forward	13	20,757	20,624
Deficit/Surplus for the year	12	2,286	133
Cash at bank 31/03/2025	14	23,043	20,757
Bank & Cash Balances			
Deposit Account Co-op 65603879	Closed	-	2
Current Account Co-op 6560388250	Closed	-	205
Natwest current account 42098009	60-40-09	11,024	20,550
Natwest saving 42245087	60-40-09	12,019	-
Petty Cash		-	-
Total	14	23,043	20,757
Other Assets			
Buildings		77,760	77,760
Equipment & Contents		8,868	5,772
Total		86,628	83,532
Summary			
Account balance brought forward		20,757	20,624
Total Income		21,547	20,201
Total Expenditure		- 19,261	- 20,068
Net Income	12	2,286	133
Account balance carried forward	14	23,043	20,757

1st Highfield St Andrews Scout Group
Account Detail
Year Ended 31st March 2025

	Ref	2025 £	2024 £
Income			
Membership Fees	1	-	30
Membership Fees - Squirrels	1	998	1,434
Membership Fees - Beavers	1	3,102	3,035
Membership Fees - Cubs	1	4,694	4,482
Membership Fees - Scouts1	1	5,338	4,897
Membership Fees - Scouts2	1	160	-
Events	3	11,672	3,341
Events - Squirrels	3	-	70
Events - Beavers	3	-	1,457
Events - Cubs	3	-	396
Events - Scouts1	3	414	2,471
Grants - Squirrels	4	-	-
Donations	5	156	423
Uniform	6	87	49
Bank Interest	7	19	20
Sale of Assets	8	260	2,646
Expense			
Insurance - Capitation	2	- 5,353	- 4,550
Go cardless	9	- 404	- 892
Go cardless - Squirrels	9	- 45	-
Go cardless - Beavers	9	- 136	-
Go cardless - Cubs	9	- 198	-
Go cardless - Scouts1	9	- 216	-
Go cardless - Scouts2	9	- 6	-
General Admin	9	- 482	- 186
Insurance - other	9	- 655	- 602
Maintenance	9	-	- 311
Rent	9	- 1,005	- 690
Training	9	-	- 35
Utilities	9	-	- 25
Badges	10	- 1,417	- 1,079
Events	10	- 9,284	- 3,009
Events - Squirrels	10	-	- 41
Events - Beavers	10	-	- 623
Events - Cubs	10	-	- 530
Events - Scouts1	10	- 355	- 2,867
Meetings	10	- 1,029	- 3,537
Meetings - Squirrels	10	- 25	- 369
Meetings - Beavers	10	- 124	- 114
Meetings - Cubs	10	- 198	- 389
Meetings - Scouts1	10	- 325	- 197
Grants - Squirrels	10	-	- 60
Asset & Investment Purchase	11	- 3,357	- 4,511
Total	12	2,286	133



Section A

Independent Examiner's Report

Report to the trustees/ members of

Charity Name: 1st HIGHFIELD SCOUT GROUP

On accounts for the year ended

31 MARCH 2025

Charity no (if any)

1016427

Set out on pages

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended DD / MM / YYYY.

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 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 (other than that disclosed below *) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
• the accounts do not accord with the accounting records

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

* Please delete the words in the brackets if they do not apply.

Signed: ALISON GRAVESON

Date: 19/01/2026

Name: ALISON GRAVESON

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

FCA

Address:

9 FOXCOTE WAY, WALTON
CHESTERFIELD
S42 7NP