

Trustees' Annual Report

For the period

From (start date)

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 to end date

3	1	1	2	2	5
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Section A

Reference and administration details

Charity name	9th Harpenden Scout Group							
Other names the charity is known by								
Registered charity number (if any)	1 0 2 1 2 1 6							
HQ registration number								
Charity's principal address	369 Luton Road, Kinsbourne Green Harpenden, Hertfordshire Postcode <table border="1" style="display: inline-table; border-collapse: collapse;"><tr><td>A</td><td>L</td><td>5</td><td> </td><td>3</td><td>L</td><td>Z</td></tr></table>	A	L	5		3	L	Z
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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		Chair	
2	Nicholas Corran	Lead Volunteer	
3	Caroline Corran	Treasurer	
4	Jacqueline Moore		
5	Gareth Green		
6	Tim Reid		
7	Chris Mellor		
8	Mary Ann Colledge		
9	Andrew Falconer		
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
Secretary	Rebecca Asquith	
Hut Manager	Craig Broadbent	
Independent Examiner	Stephen Newman FCA	Ardrachan, Cross Oak Road, Berkhamsted. HP4 3NA

Section B**Structure, governance and management**

Description of the charity's trusts

Type of governing document

(e.g. trust deed, constitution)

The Group's 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 is a trust established under its rules which are common to all Scouts, following POR section 5.c.1 Constitution for a Group.

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 trustees follow the Charity Governance Code.

The Trustee Board consists of the Chair (position vacant), Treasurer and 7 Trustees (including 1 Ex Officio Trustee, and 6 elected Trustees) and meets every term.

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 (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 6 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

Weekly term time meetings for 2x beavers, 2x cubs, 1x scouts.
Base for Kinsbourne Explorer Scout Unit (KES) Age 14-18
The hut is used as a community asset with use by regular and occasional hirers.

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.

Group run by volunteers, running the sections and the business of the Hut.

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

Running an active scout group, including an adventurous programme for all scout ages, including Nights Away.

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 Group Trustee Board considers that the group should hold a sum equivalent to 24 months running costs, circa £50,000.

The Group held reserves of approximately £100,000 against this at year end. This is above the level required for operating expenses. However this can be explained by £30,000 being earmarked for the parking upgrade immediately outside the Hut, leaving £20,000 spare. Investigating options to share with other Groups who are fundraising for building improvements.

Quantify and explain any designations

Details of any funds materially in deficit (circumstances plus steps to eliminate)

NONE

Further financial review details (optional information)

You **may choose** to include additional information, where relevant, about:

- the charity's principal sources of funds (including any fundraising);

Investment Policy (Specimen 1)

Excess funds are currently in a CAF account with interest.

- how expenditure has supported the key objectives of the charity;
- investment policy and objectives;

The Group Trustee Board regularly monitors the levels of bank balances and the interest rates received to ensure the group obtains maximum value and income from its banking arrangements. Occasionally this may involve using an account that requires a period of notice before funds may be withdrawn, before doing so the Group Trustee Board considers the cash flow requirements.

Section F

Other Optional Information

Plans for future periods (details of any significant activities planned to achieve them)

Improving the car parking facility immediately outside the hut (~£30,000)

Section G

Declaration

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

Signed on behalf of the charity's trustees

Signature(s)

Mary Ann Colledge Nicholas C. Corran

Full name(s)

MARY ANN COLLEDGE Nicholas Corran

Position (eg Secretary, Chair)

Trustee GLV

Date

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9th Harpenden Scout Group (Charity no. 1021216)
Receipts and payments account

For the year from	01/01/2025	To	31/12/2025
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Receipts and payments

	2025 Unrestricted funds £	2024 Unrestricted funds £
Receipts		
Donations, legacies and similar income		
Membership subscriptions	12,453	11,037
Less: Membership subscriptions paid on (National/County/Area/District)	(7,049)	(5,871)
Donations	500	550
Gift Aid	2,027	2,367
Other similar income	-	-
Sub total	7,931	8,084
Grants		
Maintenance grant	-	-
Other grants	-	-
Sub total	-	-
Fundraising events (gross)		
Summer Fete	-	1,334
Other fundraising activities	-	-
Sub total	-	1,334
Scout hut income		
Hire of building	23,464	19,943
Hall Deposits	200	(730)
Sub total	23,664	19,213
Investment income		
Bank interest	1,276	1,360
Sub total	1,276	1,360
Total Gross Income	32,871	29,990
Asset and investment sales, etc.	-	-
Total receipts	32,871	29,990

9th Harpenden Scout Group (Charity no. 1021216)

Receipts and payments account

For the year from	01/01/2025	To	31/12/2025
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Receipts and payments

	2025 Unrestricted funds £	2024 Unrestricted funds £
Payments		
Charitable Payments		
Youth programme and activities	8,473	7,583
Less: Contributions from attendees	(5,744)	(4,960)
Camps	3,051	1,958
Less: Contributions from attendees	(3,140)	(2,128)
Adult support and training	140	412
Business Rates	700	273
Water and Sewerage	406	258
Electricity and Gas	2,501	3,062
Insurance	1,272	1,234
Equipment Repairs and Renewals	-	371
Materials and equipment	-	599
Hall Supplies	598	463
Phone and broadband	472	371
Hall Maintenance	13,375	3,323
Hall Capital Improvements	647	1,425
Uniforms	(130)	(90)
AGM and trustee expenses	-	-
Hall Cleaning	7,912	5,804
Music Rights	-	365
Sundry charges	138	113
Bank Charges	300	300
Sub total	30,971	20,736
Fundraising expenses		
Other fundraising costs	500	-
Sub total	500	-
Total Gross Expenditure	31,471	20,736
Asset and investment purchases, etc.	-	-
Total payments	31,471	20,736
Net of receipts/(payments)	1,399	9,254
Cash funds last year end	108,727	99,473
Cash funds this year end	110,126	108,727

Receipts and payments account

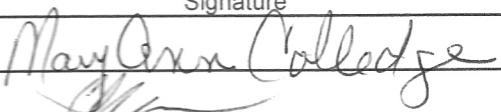
For the year from	01/01/2025	To	31/12/2025
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Statement of assets and liabilities at the end of the year

	31st Dec 2025 Unrestricted funds £	31st Dec 2024 Unrestricted funds £
Cash funds		
Group Bank current accounts	32,895	44,398
Bank deposit account	68,028	57,841
Section Bank current accounts	9,204	6,488
Total cash funds	110,126	108,727
<small>(agree balances with receipts and payments account)</small>	<small>ok</small>	<small>ok</small>
Other monetary assets		
Other assets	-	-
Sub total	-	-
Investment assets		
Other investments	-	-
Sub total	-	-
Non monetary assets for charity's own use		
Land and buildings (insured value)	576,602	562,155
Scouting equipment, furniture etc (insured value)	40,142	39,126
Other	-	-
Sub total	616,744	601,281
Liabilities		
Hall Deposits Repayable	(600)	(400)
Other liabilities	-	-
Sub total	(600)	(400)
Total net assets	726,270	709,608

The above receipts and payments account and statement of assets and liabilities were approved by the Trustees on 15th April 2026 and signed on their behalf by

Signature



Print Name

MARY ANN COLLEDGE Trustee

E. CORRAN Treasurer

Independent examiner's report to the trustees of 9th Harpenden Scout Group

I report to the trustees on my examination of the accounts of the 9th Harpenden Scout Group for the year ended 31 December 2025.

Responsibilities and basis of report

As the charity trustees of the 9th Harpenden 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 9th Harpenden 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 9th Harpenden 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:

STEPHEN NEWMAN

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

FCA

Address:

ARDBRACLAN, CROSS OAK ROAD, BERKHAMSTED
HERTS HP4 3NA

Date:

11 MARCH 2026