Trustees' Annual Report

For the period:

From	1st January 2025	To	31st December 2025
	(period start date)		(period end date)

Charity Name	**2nd Portishead Scout Group**
Charity Registration Number (if registered - leave blank if excepted charity)	**1202537**
HQ Registration Number	**S10016475**

Objectives and activities

Summary of the purpose and objects of the charity as set out in its governing document	The objectives of the charity are as a part of The Scout Association. **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 the purpose and objects	Weekly sessions aimed at supporting young people gain skills for life are run for 6 sections: 2 Beaver scout colonies, 2 Cub Scout packs and 2 Scout troops with a total of 150 young people attending each week. All sections provide a varied balanced programme of activities that support the development of young people with their efforts being recognised through the award of proficiency badges and the sectional Chief Scout award. Each section aims to provide every young person with the opportunity to undertake a 'nights away' experience over the course of the year
Statement confirming the trustees have had regard to the guidance issued by the Charity Commission on public benefit	The Trustees confirm that the charity meets the Charity Commission's Public Benefit criteria under both the advancement of education and the advancement of citizenship or community development headings.

You may choose to include further statements, where relevant, about: • *Policy on grant making*	Targeted support is granted to ensure that no young person misses out on the activities provided by the group

Achievements and performance

Summary of the main achievements of the charity during the year identifying the difference and impact the charity's work has made, including on sustainability	Over the past 12 months 2nd Portishead Scouts have continued to: Delivery increased opportunities for young people to develop skills for life though a programme of activities that challenges them to embark on exciting, new adventures. Delivery benefits to local communities through improved community cohesion with young people positively engaging with their local community including support for Portishead in Bloom which has been recognised by the Portishead in Bloom committee who will fly a flag commemorating the group as part of the 2026 displays. In 2025 we supported over 150 young people aged 6 - 14.5 years in 6 sections that are organised and run by over 40 adult volunteers.

You may choose to include further statements, where relevant, about: • *Achievements against objectives* • *Fundraising activities* • *Contribution made by volunteers*	The Board of Trustees is grateful to the 40 fantastic volunteers who are members of the group and thank them for their contribution towards their local communities, working to make life better for those around them through their support.

Financial review

Review of the financial position	Overall, in 2025 the groups finances reported an excess of income over expenditure for the year of £10.8k of which £9.6k was from gift aid payments that were received. This welcome boost to funding provides the funds that will allow the delivery of long-standing improvements to the Scout Hall infrastructure. The detailed accounts show a reduction of £26.8k against 2024 primarily as a result of a reduction in grants and donations (£33k) which were received in 2024 primarily towards the cost of a minibus. This is also reflected in the group's expenditure for the year which also decreased by £32.6k year on year again reflecting the purchase of the minibus.
Policy on Reserves, why they are held, and the amount of reserves	The policy on reserves is to hold sufficient resources to continue the charitable activities of the charity should income and fundraising activities fall short. The Trustee Board considers that the charity should hold a sum equivalent to 6 months running costs, circa £20k The charity held reserves of £33.5k against this at year end. This is currently above the level required for ongoing operating expenses. However, the Trustee Board are working towards a plan that will deliver short term improvements to the Scout Hall infrastructure including soundproofing of the main hall in February 2026 which will

	result in the group reserves reducing to the level that trustees have nominated.
Policy on Investments and investment performance	The charity's reserves are small and as a consequence the charity does not have sufficient funds to invest in longer-term investments such as stocks and shares. The charity has therefore adopted a low risk strategy to the investment of its funds. All funds are held in cash using only mainstream banks or building societies.
A description of the principal risks	Over the last 12 months the group trustee board have developed a risk register setting out the main risks facing the group and the mitigation actions that have been put in place. Through the risk register 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**. A safe Scouting report has been developed that covers maintenance and actions to ensure that the Groups Scout Hut provides a safe space for all users. In the event of a catastrophic incident which would render the Scout hut unusable the Group would request the use of buildings, property and equipment from neighbouring organisations such as the church, community centre and other Scout Groups in order to continue to operate. 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 for members. Additional personal accident for non-members and supporters to provide additional cover has been taken out by the group. 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. Or 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 14.5. 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. Or in the worst-case scenario the complete closure of the Group.

	Internal Controls The group has in place systems of internal controls that are designed to provide reasonable assurance against material mismanagement or loss, these include two signatories for all payments and a comprehensive insurance policies to ensure that insurable risks are covered.

Structure, governance and management

Type of governing document	The charity'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 (POR) of The Scout Association.
How the charity is constituted	The charity is a trust established under its rules which are common to all Scouts. It is constituted as an educational charity.
Trustee selection methods	The Trustees are appointed in accordance with the Policy Organisation and Rules of The Scout Association.
Policies and procedures for the induction and training of trustees	All Trustees complete The Scout Association trustee and mandatory learning within the first six months of joining the Trustee Board, they also complete other Scout Association mandatory learning periodically as required.
Additional governance arrangements	The charity is managed by the Trustee Board, the members of which are the "Charity Trustees". 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 10 Trustees (including 1 Ex-Officio Trustee) and meets on a regular basis throughout the year. The Trustee Board is supported by a Board Administrator who is also a trustee. The Trustee Board exists to support the Leadership Teams in meeting the responsibilities of their appointments and in supporting them to run high-quality and safe programs that give young people skills for life. The Trustee Board maintain appropriate governance policies and oversight. The Trustee Board is responsible for carrying out its purposes for the public benefit, complying with the charity's governing document and the law, and managing the charity's resources responsibly. The Trustee Board is responsible for ensuring the charity is well managed, risks are assessed and mitigated, buildings and equipment are in good order and everyone follows legal requirements and Scout Association Policy, Organisation & Rules. This includes responsibility for: • Promoting a positive image of Scouting in the community, as well as its development; • Developing, maintaining and regularly a risk register, including putting in place appropriate mitigations; • Ensuring that the finances are properly managed, and there are sufficient resources (and reserves) to deliver high quality Scouting; • Ensuring a system of internal controls is in place that is designed to provide reasonable assurance against material mismanagement or loss;

	• Ensuring that property is appropriately managed; • Maintaining appropriate insurance of persons, property and equipment; • Assisting in the recruitment of leaders and other adult support; • Having an open and transparent selection process for the recruitment of Trustees; • Appointing Advisors as required; • Ensuring effective administration is in place to support the Trustee Board; • Ensuring compliance with applicable governance and charity regulations, including in respect to safety and safeguarding; • Ensuring incidents are appropriately reported in line with regulation and policy; • Ensuring applicable policies and regulations are regularly reviewed and changes implemented as appropriate; • Ensuring transparency of operations, including in the preparation of accounts and holding and AGM; • Ensuring compliance with Data Protection legislation; • Acting as a responsible employer for any employees, who are effectively managed.

Plans for future periods

Plans for future Periods	The Group Board of Trustees are working towards a plan that will deliver short term improvements to the Scout Hall infrastructure this includes soundproofing of the main hall to reduce the noise levels and the refurbishment of the outside store. Longer term a plan is being developed to redevelop the whole centre given that the main building is time limited and will eventually need to be replaced. This is expected to take main years to deliver. In terms of opportunities for young people, it is the intention to start up a squirrel section for young people aged from 4 to 6 in February 2026 in order to expand the reach of the group. Ongoing recruitment of adult volunteers will continue to ensure that the current sectional provision can continue and the group can look to expand the number of sections that it runs to provide opportunities for more young people

Reference and administration details

Principal Address	2nd Portishead Scout Group 5a Forester Rd, Portishead, Bristol BS20 6UP

	Names of the charity trustees who manage the charity	Office (if any)	Dates acted if not for whole year
1	Neil Salter	Chair	From 17th July 2025
2	Caroline Hill	Lead Volunteer	
3	Jacqui Acton	Treasurer	
4	Joanna Bradley		
5	Scott Bryant		
6	Matt Chapman		From 17th July 2025
7	Richard Drew		
8	Clive Madders		

9	Emma Parish	Board Administrator	
10	Shaun Parker		
11	Richard Simes		From 17th July 2025
12	James Smith		

Name and address of advisors

Type of advisor	Name	Address
Independent Examiner / Auditor	Emma Brown	47 Broadmead, Corsham, Wilts SN13 9AW

Declaration

The trustees declare that they have approved the trustees' report above.
Signed on behalf of the charity's trustees by:

Signature		
Full name	**Neil Salter**	**Caroline Hill**
Position held	**Chair Board of Trustees 2nd Portishead Scout Group**	**Lead Volunteer 2nd Portishead Scout Group**
Date	**25th June 2026**	**25th June 2026**

2ND PORTISHEAD SCOUT GROUP

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2ND PORTISHEAD SCOUT GROUP

RECEIPTS AND PAYMENTS

YEAR ENDED 31 DECEMBER 2025

	Note	Unrestricted Funds 2025 £	Unrestricted Funds 2024 £
RECEIPTS			
Donations, legacies and similar income		950	1,600
Membership subscriptions		30,901	30,114
Less Scout Assoc Capitation		-8,256	-8,432
Net membership subscriptions retained		23,595	23,282
Scout Activities		8,969	13,211
2Parc receipts		404	0
Investitures and Badges			
Gift Aid		9,666	0
Other similar income			
Other - Unknown Income		0	0
Bank compensation		0	0
Sub Total		42,633	36,493
Grants			
Maintenance grant		0.00	0.00
Other Grants		0	33000
Sub Total		0	33000
Fundraising (gross)			
Mini Bus Income		6624	10119
Uniform Sales		35	0
Hut bookings		1059	1661
HQ Income		0	0
Tuck Sales		0	0
Fundraising for group		1011	619
Fundraising for Others		0	1008
Other fundraising activities (inc Lottery)		300	354
Sub Total		9028	13762
Investment Income			
Bank Interest		186.79	172.04
Building Society interest		0	0
Other Investment Income		0	0
Sub Total		186.79	172.04
Total Gross Income		**51,849**	**83,427**
Assets and Investment sales, etc.		**0**	**0**
Total receipts		**51,849**	**83,427**
Deposit/Savings accounts Transfer total in/out of Current account		-5,816	2,158

2ND PORTISHEAD SCOUT GROUP

RECEIPTS AND PAYMENTS

YEAR ENDED 31 DECEMBER 2025

	Note	Unrestricted Funds 2025 £	Unrestricted Funds 2024 £
PAYMENTS			
Charitable Payments		0.00	0.00
Uniform		437.65	30.99
Adult support and Training		544.98	1188.43
Investitures and Badges		1,008	1,652
Water and Sewerage		105.83	94.47
Elec & Gas		1236.29	312.89
Insurance		2270.05	1148.47
Repairs and Renewals		5,239	1,213
Hall Cleaning & Materials		432	482
Biffa Waste		232	208
Materials and equipment		1,068	31,376
Printing, photocopying and stationary for group		1,354	887
Social Media - Facebook, Twinkle 1&1		0	0
Scout activities and camping		12,430	20,302
Go Cardless Costs		1,503	1,712
Loan repayments		0	0
AGM expenses		0	0
Sundry Items		0	0
Mini bus running cost		12,522	12,641
2 Parc Expenses		166	0
Other (OSM Subscription)		455	380
Sub total		41,003	73,627
Fundraising expenses			
Tuck purchased		0.00	0.00
Vertical Extreme		0	0
Other fundraising Exps		0	0
Sub Total		0	0
Transfer from Building Society			
Total Gross Expenditure		**41,003**	**73,627**
Transfer to deposit account		**0**	**0**
Total payments		**41,003**	**73,627**
Net of receipts/(payments)		**11,766**	**9,800**
Total Cash Funds Last Year (money in bank at end of year)		**22,699**	**12,899**
Total Cash Funds This Year (money in bank at end of year)		**33,544**	**22,699**
Total Net Cash movement		**10,846**	**9,800**

2ND PORTISHEAD SCOUT GROUP

STATEMENT OF ASSETS AND LIABILITIES AT THE END OF THE YEAR

YEAR ENDED 31 DECEMBER 2025

	Note	Unrestricted Funds 2025 £	Unrestricted Funds 2024 £
Cash Funds			
Capitation Savings Account Lloyds		9,166.38	8,372.69
Other Savings Account Lloyds		290.29	4,459.77
Bank current account Lloyds		6,331.87	2,963.30
Unpaid Items / Uncleared Cheques		800.18	-120.30
Fundraising Account		16,955.59	6,663.89
2 Parc Account		0.00	359.46
The Scout Association Short term Investment Service		0	0
Cash/Floats		0	0
Total Cash Funds		33,544	22,699
Other monetary assets			
Tax Claim		18,778	21,082
Debts due from County/Area/District/Group		0	0
Insurance Claim		0	0
Sub Total		18,778	21,082
Investment assets			
Investment property - Scout Hut		125,000	125,000
Quoted Investment			
Other Investments - detail			
Sub Total		125,000	125,000
Non monetary assets for charity's own use			
Badge Stock		0	0
Shop Stock		0	0
Land and Buildings		0	0
Motor vehicles		26,153	30,769
Scouting equipment, furniture, etc.		9,940	9,977
Other		0	0
Sub Total		36093.09	40745.15
Liabilities			
PGL/Camp monies received but not paid out as at YE		290.29	4,459.77
Expenses incurred but not yet invoiced		0	0
Subscription not yet paid		0	0
Loan - Mini bus		0	0
Other Liabilities		0	0
Sub Total		290.29	4459.77

2ND PORTISHEAD SCOUT GROUP

STATEMENT OF ASSETS AND LIABILITIES AT THE END OF THE YEAR (CONTINUED)

YEAR ENDED 31 DECEMBER 2025

Contingent liabilities and future obligations

The above receipt and payment accounts and statement of assets and liabilities were approved by the Trustees on 21st May 2026.
and signed on their behalf by:

Signature 

Treasurer Jacqui Acton

Signature Emma Brown

Audit Emma Brown