

# Trustees' Annual Report

For the period

From (start date)

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to end date

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## Section A Reference and administration details

Charity name

10th Bath (Combe Down) Scout Group

Other names the charity is known by

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Registered charity number (if any)

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HQ registration number

1	0	0	1	2	7	0	5
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Charity's principal address

10th Bath Scout Headquarters

The Avenue, Combe Down,

Bath

Postcode

B A 2 5 E Q

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	Andrew Meaking	Group Chairperson	
2	Hannah Bellamy	Group Secretary	
3	Amelia Preedy	Group Treasurer	
4	David Parker	Group Communications	
5	Pete Barlow		
6	Rod Habicht		
7			
8			
9			
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14			
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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

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**Section B Structure, governance and management**

Description of the charity's trusts

Type of governing document

The Group'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 of The Scout Association.

(e.g. trust deed, constitution)

How the charity is constituted

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

(e.g. trust, association, company)

Trustee selection methods

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

(e.g. appointed by, elected by)

Additional governance issues (optional information but encouraged as best practice)

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

The Group is managed by the Board of Trustees, 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.

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 Committee consists of 3 independent representatives, Chair, Treasurer and Secretary together with the Group Scout Leader, individual section leaders (if opted to take on the responsibility) and parent's representation and meets every 2 months.

Members of the Board of Trustees complete '*Essential Information for Board of Trustee*' training within the first 5 months of joining the board.

This Board of Trustees exists to support the Group Scout Leader in meeting the responsibilities of the appointments and is responsible for:

- The maintenance of Group property;
- The raising of funds and the administration of Group finance;
- The insurance of persons, property and equipment;
- Group public occasions;
- Assisting in the recruitment of leaders and other adult support;
- Appointing any sub committees that may be required;
- Appointing Group Administrators and Advisors other than those who are elected.



**Risk and Internal Control.**

The Board of Trustees 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 Committee 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 14. 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.

Mismanagement . 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	<p><b>The Purpose of Scouting</b> Scouting exists to actively engage and support young people in their personal development, empowering them to make a positive contribution to society.</p> <p><b>The Values of Scouting</b> As Scouts we are guided by these values:  <b>Integrity</b> - We act with integrity; we are honest, trustworthy and loyal.  <b>Respect</b> - We have self-respect and respect for others.  <b>Care</b> - We support others and take care of the world in which we live.  <b>Belief</b> - We explore our faiths, beliefs and attitudes.  <b>Co-operation</b> - We make a positive difference; we co-operate with others and make friends.</p> <p><b>The Scout Method</b> 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.</p>
Summary of the main activities in relation to these objects	Provision of Scouting (see objects above) to the young people of Combe Down, Bath and surrounding areas.
Additional details of the objectives and activities (optional information but encouraged as best practice)	
<p>You <b>may choose</b> to include further statements, where relevant, about:</p> <ul style="list-style-type: none"> <li>• policy on grantmaking;</li> <li>• contribution made by volunteers;</li> <li>• policy on investments.</li> </ul>	The Group is solely run by volunteers, and its continued operation is completely dependent on their dedication and support.
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

All sections have thrived during FY 2024/25 with young member numbers remaining consistently high with a healthy waiting list. Adult volunteer and young leader numbers have remained relatively stable but we have need to temporarily close one of the Cub packs due to the adult lead volunteer moving on. We will seek to reestablish this pack in the next year due to continued demand. As well as running our usual packed programme, we have continued to focus on re-building and growing our young members camping and outdoor skills in preparation for the packed summer of camping during 2024/5.

We have been very fortunate in this year in that we have received a significant donation that has enabled us to replace the failing roof on the Scout Hut. This will help secure the future of scouting on the site for the next 25-30 years. For this we are extremely grateful.

The Group could not do all that it does for the young people of Combe Down without the dedication, energy and enthusiasm of our volunteers.

**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 Executive Committee considers that the group should hold a sum equivalent to 12 months running costs, circa £15k. This was reduced from £25K which was considered a prudent cost to running that included cost of member activities that

The Group held reserves of approximately £43k (-£3k from prior year end).

This planned for decline was driven by forecasted professional and legal costs in support of finalisation of the new lease and liabilities as a result of increased rents and back rent back dating to December 2020.

Quantify and explain any designations

None.

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

**Investment Policy**

The Group's Income and Expenditure is very small and as a consequence does not have sufficient funds to invest in longer-term investments such as stocks and shares. The Group 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 or The Scout Association's Short Term Investment Service.

The Board of Trustees 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 Executive considers the cash flow requirements.

**Section F Other Optional Information**

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

The 2025/26 period will continue to be focussed on continuing to grow the size and Scouting on offer at the Group including re-opening the second cub pack and adding to the adult volunteers supporting the young people of Combe Down and surrounds.

**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) Andrew Meaking

Position (e.g. Secretary, Chair) Group Chairperson

Date 1 2 0 1 2 6



Charity Name <b>10th Bath (Combe Down) Scout Group</b>	No (if any) 305613
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## Receipts and payments accounts

For the period from	Period start date 01/04/2024	To	Period end date 31/03/2025
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### Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
Member Subs	7,075	-	-	7,075	10,215
Member Events	17,819	-	-	17,819	4,449
Member Uniform Sales	-	-	-	-	20
Scout Hut Rental	3,055	-	-	3,055	5,075
Fundraising	27,675	-	-	27,675	6,863
Bank Interest Received	437	-	-	437	277
Gift Aid & Grant Income	5,728	-	-	5,728	2,213
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>61,789</b>	<b>-</b>	<b>-</b>	<b>61,789</b>	<b>29,112</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>61,789</b>	<b>-</b>	<b>-</b>	<b>61,789</b>	<b>29,112</b>
<b>A3 Payments</b>					
Rent	1,688	-	-	1,688	1,500
Utilities	3,469	-	-	3,469	7,634
Cleaning & Office Costs	1,571	-	-	1,571	2,866
Clothing / Uniform	886	-	-	886	659
Youth Programme & Activities, Materials & Equipment (Consumables), Food & Subsistence	2,993	-	-	2,993	8,243
Camping & Activity Fees	8,711	-	-	8,711	2,335
Volunteers Travel, Staff Training	-	-	-	-	39
Computer Software, Stationary, Sundries, Postage, Subscriptions & Transaction Charges and advertising	158	-	-	158	242
Motor Expenses & Mileage	2,646	-	-	2,646	4,077
Legal, Professional & Banking Fees	7,722	-	-	7,722	1,290
Scout Association Membership Fees	4,450	-	-	4,450	3,888
Insurance	2,151	-	-	2,151	2,246
Facilities maintenance & repair	28,372	-	-	28,372	-
<b>Sub total</b>	<b>64,817</b>	<b>-</b>	<b>-</b>	<b>64,817</b>	<b>35,019</b>
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>64,817</b>	<b>-</b>	<b>-</b>	<b>64,817</b>	<b>35,019</b>
<b>Net of receipts/(payments)</b>	<b>- 3,028</b>	<b>-</b>	<b>-</b>	<b>- 3,028</b>	<b>- 5,907</b>
<b>A5 Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>46,053</b>	<b>-</b>	<b>-</b>	<b>46,053</b>	<b>51,960</b>
<b>Cash funds this year end</b>	<b>43,025</b>	<b>-</b>	<b>-</b>	<b>43,025</b>	<b>46,053</b>

## Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B1 Cash funds</b>	Group & Section Accounts	37,094	-	-
	Friends of the 10th	1,434	-	-
	Debtors & Liabilities	4,497	-	-
	<b>Total cash funds</b>	<b>43,025</b>	<b>-</b>	<b>-</b>
	(agree balances with receipts and payments account(s))	OK	OK	OK

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B2 Other monetary assets</b>	Trade Debtors	5,560	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B3 Investment assets</b>			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B4 Assets retained for the charity's own use</b>	Minibus		-	1,000
	Buildings & Facilities		-	1,000
	Group Equipment		-	4,000
	Shooting Equipment		-	1,000
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
<b>B5 Liabilities</b>	Volunteer Expenses Due	Unrestricted	1,063	
	Supplier Accounts not yet paid	Unrestricted	-	
			-	
			-	
			-	

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

Signature	Print Name	Date of approval
	Andrew Meaking	16/11/2025
	Amelia Preedy	16/11/2025

## Independent examiner's report to the trustees of "10<sup>th</sup> Bath (Combe Down) Scout Group"

I report to the trustees on my examination of the accounts of the 10<sup>th</sup> Bath (Combe Down) Scout Group for the year ended 31<sup>st</sup> March 2025.

### Responsibilities and basis of report

As the charity trustees of the 10<sup>th</sup> Bath (Combe Down) 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 10<sup>th</sup> Bath (Combe Down) 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

This examination has taken place having read a draft version of the trustees' annual report dated 12<sup>th</sup> January 2026.

Following my examination, I provide the following recommendations:

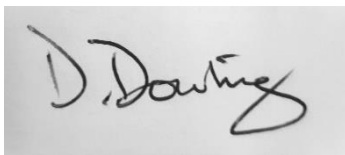
- A number of payments were found to have been made without accompanying receipts. I recommend that all claimants and payment approvers are reminded of the need for expense claims and payments to be supported by applicable receipts/invoices.
- Given the reliance on FreeAgent as the charity's accounting software I would recommend that the figures presented in the accounts are checked to ensure they align with that indicated by FreeAgent and any significant discrepancies explained with a brief note.

I have completed my examination and, following communication with the Group Treasure about the queries that lead to the above recommendations, 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 10<sup>th</sup> Bath (Combe Down) 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: Duncan DOWLING

Relevant professional qualification: Chartered engineer and company director.

Address: 40 Rossllyn Road, Bath, BA1 3LH, UK

Date: 25<sup>th</sup> January 2026