

# Trustees' Annual Report

For the period

From (start date) 

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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 

St Andrew's Scout Group
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Other names the charity is known by 

n/a
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Registered charity number (if any) 

3	0	5	6	4	5
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HQ registration number 

1	0	0	1	1	1	0	6
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Charity's principal address 

St Andrew's Scout Hall										
Preston Grove										
Yeovil, Somerset										
Postcode				B	A	2	0	2	B	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	Rebecca Byrne	Group Chair	
2	Victoria King	Group Treasurer	
3	Simon Merrett	Group Lead Volunteer	
4	Patricia Darley	Trustee	
5	Philippa Wannell	Trustee	
6	Matthew Hurley	Trustee	
7	Gemma Wikes	Trustee	
8	Kirsty Lowe	Trustee	
9	Amanda Farrell	Trustee	
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
Independent Examiner	Lavinia Watson	11a St Thomas Street, Wells, Somerset

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.

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 7 Trustees (including 1 Ex Officio Trustee) and meets every 2 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
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<p>Summary of the objects of the charity set out in its governing document</p>	<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>
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<p>Summary of the main activities in relation to these objects</p>	<p>Since the last AGM, we have set up the Viking Explorer Unit in conjunction with East Somerset District. The Squirrel Drey has gone from strength to strength with an additional leader which means we have been able to take more children on, reducing our waiting list. We have also amalgamated the two Scout troops into one. Fundraising efforts have been open to the public. As well as our autumn fair we are also seen in the community at the St George's Day Parade and the Remembrance Day Service at Ham Hill where our young members lay a wreath and we always have a smart turnout from the group.</p>
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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.

<p>We have also introduced a Hardship Policy which aims to assist families that are struggling with financial help towards subscription fees, the details of which are available to view upon request. We also run a second hand uniform scheme for families with donations from within the group.</p>
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<p>Public benefit statement</p>	<p>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.</p>
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**Section D****Achievements and performance**

Summary of the main achievements of the charity during the year

The fundraising team were set a target of £4,500 per academic year and, whilst they did not quite meet that target in the year to August 2024, they have exceeded this already for the year to August 2025. Fundraising efforts have been open to the public and include 2 Big Breakfasts, 2 Bingos and an Autumn Fair as well as clothes collections twice a year and a recycling scheme for milk bottle tops. The group also benefit from money back on Easy Giving donations.

**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 the equivalent to a term's subscriptions to cover running costs.

The Group held reserves of approximately £2500 against this at year end. This is below the level required for operating expenses. However this can be explained by the fact we have recently increased our subscriptions and as yet have not increased the reserves,

Quantify and explain any designations

With 97 youth members on our census and with subscriptions set at £45 a term, we should hold in the region of £4365. This shortfall is being considered and we are looking to make steps to decrease this in the coming year by moving £1000 before 31 March 2026 and the balance the following year.

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

n/a

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

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.

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.

**Investment Policy**

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**


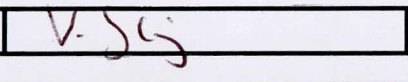
Plans for future periods (details of any significant activities planned to achieve them)

We are currently looking to upgrade the flooring in the hall which will take a significant amount of money. As well as the fundraising team's efforts, we are also looking into various grants including National Lottery as the cost will be in the region of £13k. We are also planning to hold a recruitment day for prospective young people mainly to encourage new members to the Cub and Scout sections as well as adult helpers and volunteers to support the back of house functions eg hall management, fundraising, stores, etc.

**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)	Rebecca Byrne	Victoria King
Position (eg Secretary, Chair)	Group Chair	Group Treasurer
Date	2 2 0 5 2 5	

ST ANDREW'S SCOUT GROUP YEOVIL

YEAR END ACCOUNTS

31 MARCH 2025

# St Andrews (Yeovil) Scout Group (Charity no. 305645)

## Receipts and payments account

For the year from	1 April 2024	To	31 March 2025
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### Receipts and payments

	2024/25 Unrestricted funds £	2023/24 Unrestricted funds £
<b>Receipts</b>		
<b>Donations, legacies and similar income</b>		
Membership subscriptions	£11,548.00	£10,888.00
Donations	£160.00	£639.84
Gift Aid	£2,247.24	£1,927.41
Miscellaneous and Tshirts	£534.50	£699.00
Camps and offsite activities	£6,373.78	£12,361.00
<b>Sub total</b>	<b>£20,863.52</b>	<b>£26,515.25</b>
<b>Grants</b>		
Maintenence grant	£0.00	£0.00
Other grants	£0.00	£0.00
<b>Sub total</b>	<b>£0.00</b>	<b>£0.00</b>
<b>Fundraising events (gross)</b>		
General Fundraising	£4,652.40	£3,819.28
<b>Sub total</b>	<b>£4,652.40</b>	<b>£3,819.28</b>
<b>Scout hall income</b>		
Gas refunds	£0.00	£100.76
Scout Shop rent and proportional charges	£792.20	£1,503.01
Rent from Viking Explorers	£390.00	£0.00
<b>Sub total</b>	<b>£1,182.20</b>	<b>£1,603.77</b>
<b>Investment income</b>		
Bank interest	£27.53	£25.01
<b>Sub total</b>	<b>£27.53</b>	<b>£25.01</b>
<b>Total Gross Income</b>	<b>£26,725.65</b>	<b>£31,963.31</b>
Asset and investment sales, etc.	£0.00	£0.00
<b>Total receipts</b>	<b>£26,725.65</b>	<b>£31,963.31</b>

# St Andrews (Yeovil) Scout Group (Charity no. 305645)

## Receipts and payments account

For the year from	1 April 2024	To	31 March 2025
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### Receipts and payments

	2024/25 Unrestricted funds £	2023/24 Unrestricted funds £
<b>Payments</b>		
<b>Charitable Payments</b>		
Membership subscriptions paid on (National/County/Area/District)	£6,159.50	£5,684.00
Youth programme and activities	£791.90	£1,265.90
Camps and offsite activities	£7,208.10	£13,552.23
Water and Sewerage	£132.91	£129.09
Electricity and Gas	£2,036.90	£2,396.40
Insurance	£1,162.63	£1,121.00
Tents and equipment	£0.00	£136.48
Stationery, printing and photocopying	£1,489.77	£1,460.98
Badges	£1,090.05	£1,103.46
Miscellaneous and tshirts	£804.34	£1,258.40
Hall running costs	£1,339.14	£1,400.78
Hall projects / large expenses	£344.00	£4,684.80
Donations	£100.00	£145.00
<b>Sub total</b>	<b>£22,659.24</b>	<b>£34,338.52</b>
<b>Fundraising expenses</b>		
General Fundraising	£1,462.28	£1,440.28
<b>Sub total</b>	<b>£1,462.28</b>	<b>£1,440.28</b>
<b>Total Gross Expenditure</b>	<b>£24,121.52</b>	<b>£35,778.80</b>
<b>Asset and investment purchases, etc.</b>	<b>£0.00</b>	<b>£0.00</b>
<b>Total payments</b>	<b>£24,121.52</b>	<b>£35,778.80</b>
<b>Net of receipts/(payments)</b>	<b>£2,604.13</b>	<b>-£3,815.49</b>
Cash funds last year end	£0.00	£0.00
<b>Cash funds this year end</b>	<b>£2,604.13</b>	<b>-£3,815.49</b>

# St Andrews (Yeovil) Scout Group (Charity no. 305645)

## Receipts and payments account

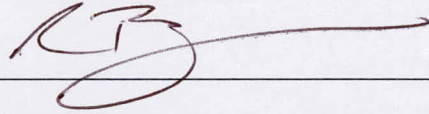
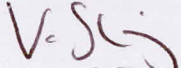
For the year from	1 April 2024	To	31 March 2025
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### Statement of assets and liabilities at the end of the year

	2024/25 Unrestricted funds £	2023/24 Unrestricted funds £
<b>Cash funds</b>		
Bank current account	£11,141.75	£5,546.03
Bank deposit account	£2,496.13	£2,468.60
Camp account	£831.42	£3,850.54
The Scout Association Short Term Investment Service	£0.00	£0.00
Cash/Floats	£0.00	£0.00
<b>Total cash funds</b>	<b>£14,469.30</b>	<b>£11,865.17</b>
<b>Other monetary assets</b>		
Tax claim	£0.00	£0.00
Debts due from the County/Area/District/Group	£0.00	£0.00
Insurance claim	£0.00	£0.00
<b>Sub total</b>	<b>£0.00</b>	<b>£0.00</b>
<b>Investment assets</b>		
Investment property - detail	£0.00	£0.00
Quoted investments	£0.00	£0.00
Other investments - detail	£0.00	£0.00
<b>Sub total</b>	<b>£0.00</b>	<b>£0.00</b>
<b>Non monetary assets for charity's own use</b>		
Badge stock	£0.00	£0.00
Shop stock	£0.00	£0.00
Other stock	£0.00	£0.00
Land and buildings	£0.00	£0.00
Motor vehicles	£0.00	£0.00
Scouting equipment, furniture etc	£0.00	£0.00
Other	£0.00	£0.00
<b>Sub total</b>	<b>£0.00</b>	<b>£0.00</b>
<b>Liabilities</b>		
Accounts not yet paid	£0.00	£0.00
Expenses incurred but not invoiced	£0.00	£0.00
Subscriptions not yet paid	£0.00	£0.00
Loan - detail	£0.00	£0.00
Other liabilities	£0.00	£0.00
<b>Sub total</b>	<b>£0.00</b>	<b>£0.00</b>
<b>Total net assets</b>	<b>£14,469.30</b>	<b>£11,865.17</b>

The above receipts and payments account and statement of assets and liabilities were approved by the Trustees on **NEED TO ADD DATE** (the date of the Trustee Board meeting that approved the accounts) and signed on their behalf by

Signature

Print Name

REBECCA BYRNE Chair
VICTORIA KING Treasurer



**Section A**

**Independent Examiner's Report**

**Report to the trustees**

Charity Name  
St Andrews Scout Group Yeovil

**On accounts for the year  
ended**

31 March 2025

**Charity no  
(if any)**

305645

**Set out on pages**

1-3

1-3(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 31/03/2025.

**Responsibilities and  
basis of report**

As the charity's trustees, 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 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 which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

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.

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

**Signed:**

*Lavinia Watson*

**Date:**

*9/6/25*

**Name:**

*LAVINIA WATSON*

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

**Address:**

*11A ST THOMAS STREET  
WELLS BA5 2UU*

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**Section B**

**Disclosure**

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

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