

Trustees' Annual Report

For the period 1st April 2024 to 31st March 2025



Section A Reference and administration details

Charity name: **1st Warlingham Scout Group**

Registered charity number: **305699**

Scout Association Reference number: **5876**

Charity's correspondence address: Napton House, 106B Westhall Road, Warlingham, Surrey CR6 9HD

Charity's operational headquarters: Scout Hall, 24 Mint Walk, Warlingham, Surrey CR6 9SA

Names of the charity trustees who manage the charity:

Trustee Name	Office	Trustee Name	Office
Robin Bloore	Chairman	Hugh Franklin	Scout Leader
Penny Stock	Group Scout Leader (01/04/24 - 06/11/24)	Richard Seagroatt	Assistant Scout Leader
	Group Lead Volunteer (07/11/24 – 31/03/25)	Charlene Palmer	Cub Scout Leader
Angus Bransby	Treasurer	Alexia Dupuis	Assistant Cub Scout Leader 01/04/24- 21/09/24
		Luke Palmer	Assistant Cub Scout Leader 01/04/24- 21/09/24
Claire Egerton	Parent Representative 01/04/24- 21/09/24	Kerry Wadey	Assistant Cub Scout Leader 01/04/24- 21/09/24
Genevieve Henkins	Parent Representative 01/04/24- 21/09/24	Karen Yorke	Beaver Scout Leader 01/04/24- 17/04/24
			18/04/24- 31/03 /25
Nick Croker	Parent Representative 01/04/24- 21/09/24	Barry Parsons	Assistant Beaver Leader 01/04/24 – 31/10/24
		Janet Mandley	

Names and addresses of advisers:

Banker:	Co-operative Bank plc. Skelmersdale Business Direct PO Box 250, WN8 6WT
Banker:	National Westminster Bank Plc. Western Ave, Chatham Maritime, ME4 4RT
Solicitor:	Streeter Marshall. 416 Limpsfield Road, Warlingham, Surrey. CR6 9LA

Section B Structure, governance and management

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.

The Group is a trust established under its rules, which are common to all Scout Groups.

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

The Group is managed by a 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 keeping of proper accounts and making returns to the Charity Commission as appropriate.

The Trustee Board consists of the Chair, Treasurer and Secretary (if appointed), the Group Scout Leader, the individual section leaders and a number of parent representatives. The Trustee Board meets about four times a year.

This Group Trustee Board exists to support the Group Scout Leader and is responsible for: The

maintenance of Group property.

- The raising of funds and the administration of Group finances.
- The insurance of persons, property and equipment.
- The management of the 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 elected)

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 policy to ensure that reasonable insurable risks are covered.

The land on which the Scout Hall is located was donated to the Group in 1924 and the car park area opposite was donated to the Group in the 1930's. A Trust Deed, dated 19 November 1929, provides that the property is to be used for the general purposes of the Group. If the Group were to cease to exist, then the property is to be used for the benefit of the inhabitants of Warlingham. The Trustees currently appointed under the Trust Deed have been kept advised of the progress of the Group. The current Group Chairman and the late Group Treasurer are both Trustees under the Trust Deed and there are four other Trustees all of whom are former leaders of the Group.

Section C Objectives

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 cooperate 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. 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.

The Group follows the principle that no one should be excluded because of their inability to pay membership subscriptions or fees for camps or outings. The Group, from its own resources obtained from the hire of the hall, is willing to assist those who may not be able to afford to fully take part in Group activities and, if necessary, will also endeavour to obtain bursaries and/or grants for the same purpose.

Section D Activities, Achievements and Performance

The new reporting year began with changes to the Beaver Leadership team. Things took time to settle but are proving successful as the Annual Census at the end of January proved the Group continues to maintain a good numbers of young people in all sections.

The Group operates one Beaver Colony, one Cub Pack and one Scout Troop.

Further changes in leadership for the Beaver Colony took place but again things fared well, and the colony continues to function with new intake and progression into Cubs for many Beavers, further adults have been onboarded.

The Cub pack continues to be successful with the same adult team providing fun and creative

programmes.

The Scout Troop continues with Hugh and Richard being supported by Luke on occasions.

Young leaders have contributed to the leadership teams of the Beaver Colony and Cub Pack.

The Group Trustee Board started the reporting year no secretary, and the Group still requires a Group Scout leader. Sadly, our stalwart Treasurer Angus passed away leaving the Treasurers role also now vacant. The role of Group Scout Leader (now Group Lead volunteer) is being covered by the District Commissioner (now District Lead Volunteer (as set down in POR). This must be a focus point for the Group, as group moving successfully forward needs to be driven by a designated person namely the Group Lead volunteer. Recruitment event for all vacant posts is being planned.

Adult compliance for mandatory training is good with all Group adults holding roles being up to date with their mandatory training, this includes new modular training from the recent organisational changes in the Scout Association and re shaping of mandatory and introductory training.

Trustee Board meetings and Group Leaders meetings are regularly held.

A safe and varied programme is offered in line with Scout Association POR, and Scouting values and purpose. Residential opportunities are offered in all sections.

The Group headquarters continues to require attention for maintenance to comply with health and safety requirements. Regular inspection of indoor and outdoor environments helps with issues being dealt with promptly.

The Group continues to interact with the local community by participating in events such as the Warlingham Remembrance Sunday event and Warlingham Fair, which aids the Group profile in the local community. Participation in District events has been for all three sections.

Section E Financial Review

The Group continues to be in a healthy financial position.

Income and expenditure were equal this year with a small surplus of £93.

We have reserves of £34996 which is held in accounts at mainstream banks.

Donations etc amounted to £620 (2024 £30) We are grateful to Warlingham Parish Council for a Grant this year and to Steve Grimsteed of SC Services for making a significant donation.

Scout events produced income of £7709 but unfortunately costs came to £9236 (This can occur when the expenditure for an event is in one fiscal year, and the payment(s) arrive in the next.)

Gift Aid has not yet been claimed for this year but should amount to c£1100 when claimed during the current year.

Venue maintenance and improvement was much reduced this year at £2867 (2024 £10927)

The standing order for electricity has got ahead of usage and a credit of c£2000 is expected from the supplier in due course.

Capitation was lower at £2974 (2024 £3587)

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 Trustee Board considers that the Group should hold a sum equivalent to twelve months running costs; about £12,000. We now have more than this Investment Policy: The Group has adopted a risk averse strategy for the investment of its funds. All funds are held in cash using only mainstream banks.

Section F Declaration

The above report was approved by the Trustees on 9th Junel 2025 and is signed on their behalf by:

Name	Robin Bloore	Penny Stock	David Rapoport
Position	Group Chairman	GSL / GVL	Temp Acting Group Treasurer

1st Warlingham Scout Group (Charity No. 305699)

Receipts and Payments Account

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

	2024/25	2023/24
	Unrestricted funds	Unrestricted funds
	£	£
Receipts		
Donations, legacies and similar income		
Membership subscriptions	5,907	5,929
Less: Membership subscriptions paid on (National/County/Area/District)	-	-
Net membership subscriptions retained	5,907	5,929
Donations	620	30
Legacies	-	-
Gift Aid	-	2,215
Other similar income	-	-
Sub total	6,527	8,174
Grants		
Maintenence grant	-	-
Other grants	300	-
Sub total	300	-
Fundraising (gross)		
Beavers	336	-
Cubs	1,293	6,365
Scouts	7,709	-
Other fundraising activities	1,171	-
Sub total	10,509	6,365
Investment income		
Bank interest	192	229
Building Society interest	-	-
The Scout Association Short Term Investment Service	-	-
Property Rent income	-	-
Other investment income	-	-
Sub total	192	229
Scout Hut Income		
Hire of Building	8,439	7,166
Other	-	-
Sub total	8,439	7,166
Total Gross Income	25,967	21,934
Asset and investment sales, etc.	-	-
Total receipts	25,967	21,934

1st Warlingham Scout Group (Charity No. 305699)

Receipts and Payments Account

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

	2024/25	2023/24
	Unrestricted funds	Unrestricted funds
	£	£
Payments		
Charitable Payments		
Youth programme and activities	11,772	9,628
Adult support and training	-	-
Capitation Fees to District etc	3,357	3,885
Water and Sewerage	17	16
Electricity and Gas	5,317	3,017
Insurance	628	-
Repairs and Renewals	2,867	10,927
Materials and equipment	999	269
Printing and photocopying	-	-
Contribution to camp costs	-	-
Uniforms	680	534
Administration	236	612
Other	-	-
Sub total	25,873	28,888
Fundraising expenses		
Detail 1	-	-
Other fundraising costs	-	-
Sub total	-	-
Sundry Payments		
Purchase of Badges	-	-
Other	-	-
Sub total	-	-
Total Gross Expenditure	25,873	28,888
Asset and investment purchases, etc.	-	-
Total payments	25,873	28,888
Net of receipts/(payments)	94	- 6,954
Cash funds last year end	34,903	41,857
Cash funds this year end	34,997	34,903

Statement of assets and liabilities at the end of the year

31st March 2025
Unrestricted funds

31st March 2024
Unrestricted funds

	£	£
Cash funds		
Bank current account	17,172	17,304
Bank deposit account	17,468	17,276
Building society account	-	-
The Scout Association Short Term Investment Service	-	-
Cash/Floats	357	323
Total cash funds	34,997	34,903
Other monetary assets		
Tax claim	-	-
Debts due	-	-
Insurance claim	-	-
Sub total	-	-
Investment assets		
Investment property - detail	-	-
Quoted investments	-	-
Other investments - detail	-	-
Sub total	-	-
Non monetary assets for charity's own use		
Badge stock	-	-
Shop stock	-	-
Other stock	-	-
Land and buildings	318,020	318,020
Motor vehicles	-	-
Scouting equipment, furniture etc	35,000	35,000
Other	-	-
Sub total	353,020	353,020
Liabilities		
Accounts not yet paid	-	-
Expenses incurred but not invoiced	-	-
Subscriptions not yet paid	-	-
Loan - detail	-	-
Other liabilities	-	-
Sub total	-	-

Contingent liabilities and future obligations

The above receipts and payments account and statement of assets and liabilities were approved by the Trustees on 9th June 2025 (the date of the Executive Committee meeting that approved the accounts) and signed on their behalf by

Signature



Print Name

ROBIN BLOORE Chair

ANDREW RAPHAEL Treasurer (Acting)

Template for the scrutineer's report to the trustees

Scrutineer's Report to the Trustees of 1st Warlingham Scout Group (Charity No. 305699)

I report on the accounts of the Group for the year ended31st March 2025.....

Respective responsibilities of Trustees and Scrutineer

As the Group's/District's trustees you are responsible for the preparation of the accounts; you consider that neither the audit nor independent examination requirements of the Charities Act 2011 apply. It is my responsibility without carrying out an audit or independent examination to scrutinise the accounts and to report to you.


Basis of Scrutineer's Statement

In accordance with the directions given in the Group's/District's constitution, I have scrutinised the records and the accounts set out on pages ...1..... to3.....

Scrutineer's Statement

In my opinion the accounts are in accordance with the records produced to me and comply with the constitution.

Signed:- 

Name:  (Christopher James Harvey)

Address: Thurkstone House
Water Lane
Limpfield
Surrey

Date: 7th June 2025