

1st Bookham Scout Group

Report and Accounts for the year ended 31st March 2025

Trustees	Trustees Chair (also member of Scouting Centre Committee)	Mr A Fox
	Group Lead Volunteer (also member of Scouting Centre Committee)	Mrs C Whale
	Group Lead Volunteer	Mr M Crawford
	Group Lead Volunteer	Mr G Diprose
	Treasurer (also member of Scouting Centre Committee)	Mr T Leonard
	Membership Secretary	Mrs P Coll
	Secretary	Mr S Prentice
	Committee Member	Mrs R Allan
	Chairman of Scouting Centre Committee	Mr G Tranter

Bankers Lloyds Bank Plc

Group Registration Number with The Scout Association 5908

Charity Registration Number 305772

Charity Name 1st/3rd Bookham Scout Group

Contact Name and Address Mrs C Whale
 Park Cottage, 63 The Park,
 Bookham, Surrey KT23 3LL
 Christine@1stBookhamScouts.org.uk

Trustees' Annual Report for the year ended 31st March 2025

Group Management, Objectives and Public Benefit

The Group operates as a unit of the Scout Association, and is a trust established under the rules which are common to all Groups. The objective of the Group is to provide scouting activities to young people as a unit of the Scout Association. The Group's governing documents are those of the Scout Association and are set out in the Policy, Organisation & Rules of The Scout Association. The 1st Bookham Scout Group forms part of the combined charity "1st /3rd Bookham Scout Group".

The Group is managed by a Trustee Board under the Chair of Angus Fox. Trustees of the Group are members of the Board and are trustees of the Charity. They are appointed in accordance with these rules and policies of the Scout Association. The Trustees have identified the major risks to which they believe the Group is exposed.

The Scouting Centre Committee is run jointly by 1st and 3rd Bookham Scout Groups and manages the maintenance, upkeep and development of the Centre. The land itself is held in trust for both Groups by the Scout Association Trust Corporation.

Subscriptions are received for membership to cover running costs of the Group and these do not unduly restrict membership. The Group follows the principle that no one should be excluded because of their inability to pay membership subscriptions. Two key principles which demonstrate that Scouting's aims are for the public benefit are that through the Scout method young people develop towards their full potential and that there is a clear link between the benefits for young people and the purpose of Scouting. The safety of young people is taken very seriously and the benefits Scouting activities provide far outweigh the risks. Any private benefits from Scouting are incidental, other than to those as a beneficiary.

1st Bookham Scout Group

Reserves

At year-end, income reserves amounted to £6,976 . In addition there were working funds designated for each individual section (£17,641), a fund towards replacement of the minibus (£50,000) and a minimum balance of £3,000 to cover normal cash outflows at the start of the year. The Group's policy on reserves is to maintain sufficient funds (which are not designated for specific purposes) to cover unexpected expenditure and develop Group activities for the longer-term. A minimum reserve of £3,000 is considered appropriate (equal to four months Group expenditure, excluding sections activities), in addition to individual section working funds and working balance at the start of the year.

Receipts and Payments Account Summary for the year ended 31st March 2025

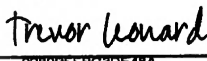
Note: all figures are rounded to the nearest £1.

	Unrestricted funds	
	2024/25	2023/24
	£	£
Total receipts (see page 3)	34,407	28,295
Total payments (see page 4)	28,017	32,384
Net receipts	6,390	(4,089)
Cash and bank funds last year end	71,227	75,316
Cash and bank funds this year end*	77,617	71,227

* See "Cash Funds" table on Page 6 for details of net balance. The split of these total funds between income reserves and designated funds is shown in Note 1 (page 7).

The accounts have been drawn up on the receipts and payments basis, which is consistent with the prior year figures. The above account and accompanying receipts, payments, statement of assets and liabilities, notes and appendix were approved by the Trustees of 1st Bookham Scout Group on

Signed on their behalf by:


0280BFFBC3DE48A...

Dated:

01 Oct 2025

1st Bookham Scout Group

Receipts for the year ended 31st March 2025

	2024/25	2023/24
	£	£
MEMBERSHIP SUBSCRIPTIONS <i>(including Explorers - see Note 4)</i>		
Received	17,273	16,615
Less District and County levy (net of refunds)	<u>(10,455)</u>	<u>(9,263)</u>
	<u>6,818</u>	<u>7,352</u>
GIFT AID		
Gift Aid receipts	<u>2,556</u>	<u>2,300</u>
FUND-RAISING		
Fund-raising for Group	0	0
Fund Raising For Other Charities	<u>0</u>	<u>500</u>
	<u>0</u>	<u>500</u>
INTEREST & DONATIONS RECEIVED		
Deposit account interest	0	0
Donations received	<u>431</u>	<u>104</u>
	<u>431</u>	<u>104</u>
SECTION ACTIVITIES & CAMPS		
Activities	1,917	37
Camps	15,448	15,899
Major activities (e.g. activity weekends, Scoutabout)	<u>6,177</u>	<u>1,474</u>
	<u>23,542</u>	<u>17,410</u>
OTHER INCOME		
Miscellaneous	<u>1,060</u>	<u>629</u>
	<u>1,060</u>	<u>629</u>
TOTAL RECEIPTS	<u>34,407</u>	<u>28,295</u>

1st Bookham Scout Group

Payments for the year ended 31st March 2025

	2024/25	2023/24
	£	£
DIRECT CHARITABLE EXPENDITURE		
PREMISES (see Note 2)		
Contribution to Scouting Centre	75	0
MINIBUS (RUNNING COSTS)	1,724	2,216
FUND-RAISING COSTS	0	0
	0	0
EQUIPMENT		
Purchase / repair of equipment	2,549	4,329
Insurance	650	1,609
	3,199	5,938
SECTION ACTIVITIES & CAMPS		
Section activities and expenses	2,518	3,517
Camp expenses	15,890	16,852
Major activities (e.g. activity weekends, Scoutabout)	2,584	2,304
- less payments by sections and Explorers for use of Group minibus	(287)	(210)
Net expense	20,705	22,463
TRAINING, UNIFORMS, BADGES & SCARVES		
Leader training	0	40
Purchase of badges	628	960
Purchase of uniforms & scarves	0	22
	628	1,022
SUNDRY PAYMENTS		
Miscellaneous	1,518	656
	1,518	656
INFORMATION AND ADMINISTRATION		
Stationery, postage etc	168	89
	168	89
TOTAL PAYMENTS	28,017	32,384

1st Bookham Scout Group

Statement of assets and liabilities at 31st March 2025

	Unrestricted funds	
	2024/25	2023/24
	£	£
CASH FUNDS		
Current and deposit accounts and cash in hand		
Group	59,976	57,514
Puffin Beavers	890	413
Heron Beavers	1,290	739
Oak Cub pack	3,338	3,230
Ash Cub pack	1,157	354
Hutchison Scouts	4,049	3,248
Greville Scouts	6,917	5,730
TOTAL CASH FUNDS	<u>77,617</u>	<u>71,227</u>

NON-MONETARY ASSETS

The Group owns the following to fulfil the objectives of the group:

<u>Asset</u>	<u>Approximate value (£)</u>
Camping and scouting equipment	38,000 (estimated replacement value)
Minibus	4,500 (purchase price less depreciation)

1st and 3rd Bookham Scouts jointly own and manage premises and own some additional shared equipment, through a separate Scouting Centre Management Committee (see note 2 and Appendix). The land is held in trust for both Groups by the Scout Association Trust Corporation.

LIABILITIES

None

1st Bookham Scout Group

Notes to the accounts

1. INCOME RESERVES & DESIGNATED FUNDS

The Trustees have determined that part of the Group total funds should be designated for specific purposes, including funds to replace the minibus, and funds identified for each section to support ongoing activities and camps.

	<u>£</u>
Minibus replacement fund	50,000
Section activities & camps	<u>17,641</u>
Total designated funds	67,641

The remaining (non-designated) Group funds are categorised further as follows:-

Funds to cover planned expenditure at start of financial year	3,000
Income reserves	<u>6,976</u>
Total non-designated funds	9,976
	<hr/>
Total Monetary Assets	<u><u>77,617</u></u>

2. MANAGEMENT OF PREMISES

A Scouting Centre Management Committee comprising representatives from both Groups manages the Bookham Scouting Centre, its maintenance, upkeep and further development.

Each Group contributes equally to the costs and maintenance of the premises, as required.

The accounts of the Scouting Centre Management Committee are attached as an Annexe to these accounts.

3. TRUSTEES' REMUNERATION AND EXPENSES

The Trustees have not been paid remuneration or received other benefits for their services during the year. The Group reimburses Trustees and other leaders / helpers for actual expenditure incurred in connection with organising camps and activities, administration, purchases and miscellaneous costs incurred on behalf of the Group. These costs primarily arise in respect of section activities, camps, minibus maintenance and equipment purchase. Expenses incurred by Trustees in the management of the overall Group are primarily re-imbursements for stationery and postage, the total cost of which is shown on page 5.

4. EXPLORER SCOUTS

Explorer Scouts are the responsibility of the District rather than the individual Scout Groups, but have a partnership agreement with the Group. The Group collects subscriptions for the Explorer Scouts, and pays capitation fees to the District on their behalf. A sum of £450 is paid annually to the Explorer Scouts and the remainder of the subscription remains in the Group account to fund general running expenses, including the costs of accommodation and equipment. The Explorer Scouts send their accounts to Leatherhead District Scout Council.

Independent Examiner's Report to the Trustees of 1st Bookham Scout Group

I report on the accounts of the Group for the year ended 31st March 2025 which are set out on pages 1 to 6.
I also report on the accounts of the Bookham Scouting Centre Management Committee.

Respective responsibilities of trustees and examiner

The Group's Trustees are responsible for the preparation of the accounts. They consider that an audit is not required for this year (under Section 43(2) of the Charities Act 1993 (the 1993 Act) and that an independent examination is needed.

It is my responsibility to:

- Examine the accounts (under Section 43(3)(a) of the 1993 Act);
- To follow the procedures laid down in the General Directions given by the Charity Commissioners (under Section 43(7)(b) of the 1993 Act); and
- To state whether particular matters have come to my attention.

Basis of Independent Examiner's Report

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the Group and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

Independent Examiner's statement

In connection with my examination, no matter has come to my attention:

1. which gives me reasonable cause to believe that in any material respect the requirements
 - to keep accounting records in accordance with Section 41 of the 1993 Act and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Acthave not been met, or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed:

Signed by:

9357ABC9CDAD406...

Name:

Stephen Peters

Qualification:

Chartered Secretary (ACG)
International Accountant (FAIA)

Address:

18 Church Rd, Bookham
Surrey. KT23 3PW

Date:

1/13/2026

3rd Bookham Scout Group
Report and Accounts for the year ended 31st March 2025

Trustees as at 31 Mar 25

Ex Officio:

Group Scout Leader: K. Wheeler
Chairman: C Turner
Treasurer: C. Hoath
Secretary:
Quarter Master J Wheeler/A Horton/A Smith

Other Members: S. Hart
C Hallett
V Cousins

Group Bankers: Barclays Bank

Group Registration Number with the
Scout Association: 36512

Charity Registration Number: 305772

Contact Name And Address: Mrs C. Hoath
43 Dorking Road
Bookham
Surrey
KT23 4PY


3rd Bookham Scout Group
Report and accounts for the year ended 31 March 2025

<u>Summary of receipts and payments</u>	Year Ended 31 March 2025	Year Ended 31 March 2024
		£ £
Cash and bank funds brought forward	56,084	45,222
Total receipts in the year *	43,528	37,418
Total payments in the year *	(42,313)	(26,556)
Net receipts /(payments) in the year	57,299	56,084
Cash and bank funds carried forward	57,299	56,084

* For details refer to the following pages

the above account and accompanying statements of assets and liabilities were approved by the Trustees and signed on their behalf by:

C Turner


03/09/25

Statement of Assets and Liabilities

	Year Ended Monday, March 31, 2025	Year Ended Sunday, March 31, 2024
Monetary Assets		
Group Bank account	50644	45160
Investment account	0	0
Scouts bank account	3480	5624
Cubs bank account	2715	1562
Beavers bank account	2181	2839
Squirrels bank account	1449	1069
Explorers Bank account	1644	1131
	62113	57285
Non monetary assets		
Camping and scouting equipment	20,000	estimated replacement value, with estimated current (ie. 2nd hand sale) value £4,000
Minibus	25,000	estimated current value
Liabilities due within 1 year	0	
Liabilities due after 1 year	0	

Detailed Receipts and Payments account

	Year Ended 31 March 2025		Year Ended 31 March 2024
	£	£	£
RECEIPTS			
Membership Subscriptions	12,010		8,649
LESS District Levy	(5,952)		(4,193)
	6,058		4,457
Investment Income Received			
Investment & bank account Income	0		69
Activities			
Section activity charges	1,298		2,976

Camp receipts	9,507	4,785
Group day	0	0
Fund raising		
Social events & fund raising	17,283	12,310
Other fund raising	0	1,365
Other income		
Donations	1,550	789
Gift Aid	2,468	2,650
Misc. Income	5,365	1,223
TOTAL INCOME	43,528	30,604
PAYMENTS		
Section activities expenses	1,721	3,417
Camp expenses	9,349	4,914
Group Day Expenses	0	180
Jamboree contribution	0	0
Premises - rent	0	0
Premises - insurance	620	301
Premises - other costs	0	1,100
Equipment purchase	2,628	2,053
Other Costs	0	2,872
Uniform purchase	2,355	164
Fund raising expenses	10,240	7,133
Minibus - Running costs	2,076	1,586
Website/ IT costs	0	0
Training	43	423
Misc. expenses	13,282	599
Donations to other causes	0	1,150
TOTAL PAYMENTS	42,313	25,891
Net receipts / (payments) in the year	1,215	4,713

NOTES TO THE ACCOUNTS

1 Reserves

The funds are intended to support the following future expected areas of expenditure:

reserve against unexpected costs from Bookham Scouting Centre £5,000
equipment replacement £20,000

Interest is paid into the Group account, as shown.

2 Premises rent and insurance

The Bookham Scouting Centre (BSC) is jointly owned with 1st Bookham Scouts but is operated through a separate Scout Centre Management Committee (SCMC) drawn from members of each group. The SCMC has its own set of accounts and determines the amount of annual contribution to be split equally between both 1st and 3rd Scouts to cover the running costs of the BSC. The SCMC's remit is to reduce the costs to each group by securing its own income sources from hiring the hut to external users and other fund raising activity. Depending on how successful this is, the two Groups are then expected to make up any shortfall from their own funds in the form of a "rental" and/or insurance charge payable to the SCMC. For the year ended 31 March 2025 there was no shortfall and no costs have been incurred by 3rds.

3 Premises - other costs

3rd Bookham Scout Group has made no other costs

England & Wales

Template 1: Unqualified report for a non-company charity preparing receipts and payments accounts with a gross income of £250,000 or less in the relevant financial year

Independent examiner's report to the trustees of Third Bookham Scouts

I report to the trustees on my examination of the accounts of the Third Bookham Scouts for the year end 31 March 2025.

Responsibilities and basis of report

As the charity trustees of the Third Bookham Scouts 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 Third Bookham Scouts 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 Third Bookham Scouts 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: Paul O'Neill

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

Address:

83 Culverhay, Ashted, Surrey, KT21 1PS

Date:

9th June '25

Bookham Scouting Centre Management Committee

Accounts for the year ended 31st March 2025

Receipts and Payments

	2024/25	2023/24
	£	£
RECEIPTS		
Contribution from 1st/3rd Bookham Scout Groups	0	0
Hire of Scouting Centre	11,776	10,860
Donations and fundraising	29	0
Grants	0	2,462
Miscellaneous	0	0
Total Receipts	11,805	13,322
 PAYMENTS		
Electricity	1,544	1,956
Gas	472	1,263
Water	1,036	961
Rates	380	127
Telephone/Broadband	530	492
Insurance	0	1,679
Gardening / Treecare	2,189	1,056
Cleaning	2,820	2,880
Maintenance, light bulbs etc	1,321	1,644
Appliance servicing (incl. fire extinguishers)	472	671
Trailer	0	0
Decoration	0	0
Miscellaneous	192	0
Sub Total	10,956	12,729
Capital items for Scouting Centre	0	0
Total Payments	10,956	12,729
Net receipts / (payments)	849	593
 Cash funds last year end (Hall Mgt Comm)	 7,981	 7,388
+ net receipts above	849	593
 Cash funds this year end	 8,830	 7,981

Statement of assets and liabilities at 31st March 2025

	31/03/25	31/03/24
CASH FUNDS	£	£
Current Account - Scouting Centre Management Committee	8,830	7,981
LAND, BUILDINGS & EQUIPMENT		
Land - freehold site (at cost)	10,000	10,000
Building, site enhancement works, fixtures & equipment		
As at previous year-end	405,269	405,269
Additions during the year (Scouting Centre Appeal)	0	0
Additions during the year (Scouting Centre Mgt Comm)	0	0
Value of assets donated	0	0
Total	<u>415,269</u>	<u>415,269</u>

LIABILITIES

None external to 1st / 3rd Bookham Scout Group. Note: the two Scout Groups provided loans of £10,000 each to the Scouting Centre development project. The Groups confirmed during 2010 that the loans were to be converted into a donation.

The accounts have been drawn up on the receipts and payments basis, consistent with the previous year. The above accounts and notes were approved by the Chairman and Treasurer of the Bookham Scouting Centre Management Committee.

Signed on behalf of the Committee:-

Chairman
(G. Tranter)
Date:

Treasurer
(M Davis)
Date:

Notes to the accounts**1. Capital Cost to 31 March 2025 - at cost (or estimated value for donated items)**

Purchase of land (at cost)		10,000
Enhancement works prior to April 1 2007 (physical works)		
Installation of services	12,580	
Groundworks	7,950	
Fencing / gates	5,394	
Miscellaneous (including site clearance)	709	26,633
Enhancement works from April 1 2007		
Equipment stores (incl groundworks and racking)	26,726	
Main building, garage, equipment and other site costs	335,255	
Planning Fees	4,207	
Management fees, design costs, surveys & legal costs	12,448	378,636
Total		<u><u>415,269</u></u>

2. Role of Scouting Centre Management Committee within 1st / 3rd Bookham Scout Group

The Scouting Centre Management Committee is run jointly by 1st and 3rd Bookham Scout Groups to manage the ongoing development and maintenance of the Scouting Centre. The finances are managed separately from the two Groups. The land itself is held in trust for the Groups by the Scout Association Trust Corporation.

DRAFT - 20/10/2025

Independent Examiner's Report to the Trustees of 1st/3rd Bookham Scout Group (Charity No. 305772)

I report on the accounts of the Bookham Scouting Centre Management Committee for the year ended 31st March 2025 which are set out on pages 1 and 2.

Respective responsibilities of trustees and examiner

The Group's Trustees are responsible for the preparation of the accounts. They consider that an audit is not required for this year (under Section 43(2) of the Charities Act 1993 (the 1993 Act) and that an independent examination is needed.

It is my responsibility to:

- Examine the accounts (under Section 43(3)(a) of the 1993 Act);
- To follow the procedures laid down in the General Directions given by the Charity Commissioners (under Section 43(7)(b) of the 1993 Act); and
- To state whether particular matters have come to my attention.

Basis of Independent Examiner's Report


My examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the Group and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

Independent Examiner's statement

In connection with my examination, no matter has come to my attention:

1. which gives me reasonable cause to believe that in any material respect the requirements
 - to keep accounting records in accordance with Section 41 of the 1993 Act and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Acthave not been met, or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed:



Name: Stephen Peters

Qualification: Chartered Secretary (ACG)
International Accountant (FAIA)

Address: 18 Church Rd, Bookham
Surrey. KT23 3PW

Date: 12.01.2026