

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	7th Reigate Scout Group																									
Other names the charity is known by																										
Registered charity number (if any)	<table border="1" style="display: inline-table; border-collapse: collapse;"><tr><td style="width: 20px; text-align: center;">3</td><td style="width: 20px; text-align: center;">0</td><td style="width: 20px; text-align: center;">5</td><td style="width: 20px; text-align: center;">7</td><td style="width: 20px; text-align: center;">8</td><td style="width: 20px; text-align: center;">4</td></tr></table>	3	0	5	7	8	4																			
3	0	5	7	8	4																					
HQ registration number	<table border="1" style="display: inline-table; border-collapse: collapse;"><tr><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td></tr></table>																									
Charity's principal address	<table style="width: 100%; border-collapse: collapse;"> <tr><td colspan="6">33 Thomas Waters Way</td></tr> <tr><td colspan="6">Horley</td></tr> <tr><td colspan="6">Surrey</td></tr> <tr><td style="text-align: right;">Postcode</td><td style="width: 20px; text-align: center;">R</td><td style="width: 20px; text-align: center;">H</td><td style="width: 20px; text-align: center;">6</td><td style="width: 20px; text-align: center;">9</td><td style="width: 20px; text-align: center;">F</td><td style="width: 20px; text-align: center;">Z</td></tr> </table>	33 Thomas Waters Way						Horley						Surrey						Postcode	R	H	6	9	F	Z
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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	Chris Thompson	Group Chair	
2	Tracey Dunnet	Group Lead Volunteer	
3	Amanda Rayner	Treasurer	
4	JOHN RAYNER	GLV	
5			
6			
7			
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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

Section B**Structure, governance and management**

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:

The Group is managed by the Group's Boar 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 Board of Trustees consists of 3 independent representatives, Chair, Treasurer and Secretary together with the Group Scout Leaders, individual section leaders (if opted to take on the responsibility) and parent's representation and meets once every term.

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

This Group 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.

Section B	Structure, governance and management (continued)
	<p>Risk and Internal Control</p> <p>The Group 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:</p> <p>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.</p> <p>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.</p> <p>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.</p> <p>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.</p>

Reduction or loss of members. The Group provides activities for all young people aged 6 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 (Specimen 2)

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
<p>Summary of the objects of the charity set out in its governing document</p>	<p>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.</p> <p>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.</p> <p>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.</p>
<p>Summary of the main activities in relation to these objects</p>	

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.

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

Delivered a successful program of Scouting to all age group sections. The Group has also continued its successful program of maintenance to the building, replacing a fire escape and damp-proofing the building..

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 Board of Trustees considers that the group should hold a sum equivalent to 12 months running costs, circa £15,000.

The Group held reserves of approximately £60,000, against this at year end. This is above the level required for operating expenses. However this can be explained by the generous maintenance grants awarded to the Group in the last 12 months by the local Council.

Quantify and explain any designations

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:

- 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 (Specimen 1)

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 (Specimen 2)

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)

The Group intends to continue undertaking a significant program of refurbishment to the HQ building, which will require a significant capital investment.

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)

Chris Thompson

Position (eg Secretary, Chair)

Chair

Date

2 4 0 9 2 5

7th Reigate Scout Group (Charity no. 305784)

Receipts and payments account

	Year start date		Year end date
For the year from	1st April 2024	To	31st March 2025

Receipts and payments

	2024/25	2023/24
	Unrestricted funds £	Unrestricted funds £
Receipts		
Donations, legacies and similar income		
Membership subscriptions	7,650	7,119
Less: Membership subscriptions paid on (National/County/Area/District)	- 3,744	- 3,825
Donations	250	180
Legacies	-	-
Gift Aid	405	499
Activity Income - Beavers	54	174
Activity Income - Cubs	1,680	2,416
Activity Income - Scouts	877	2,635
Activity Income - Explorers	6,155	12,723
Activity Income - Group	2,720	1,750
Other similar income	35	321
Sub total	16,083	23,991
Grants		
Maintenance grant	16,473	-
Other grants	-	-
Sub total	16,473	-
Fundraising events (gross)		
Amazon smile / easy fundraising	38	66
Spring Fair April 2024	2,320	-
Other fundraising activities - Badge sewing	31	-
Other fundraising activities - Smarties	193	-
Other fundraising activities - Santa Run	250	250
Sub total	2,832	316
Scout hut income		
Hire of building	4,994	4,867
Hire of equipment	-	-
Other Scout hut income	-	-
Sub total	4,994	4,867
Investment income		
Bank interest	511	66
Building Society interest	-	-
The Scout Association Short Term Investment Service	-	-
Other investment income	-	-
Sub total	511	66
Total Gross Income	40,894	29,239
Asset and investment sales, etc.	-	-
Total receipts	40,894	29,239

7th Reigate Scout Group (Charity no. 305784)

Receipts and payments account

Year start date

Year end date

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		
Adult support and training	20	-
Rates	49	47
Water and Sewerage	287	226
Electricity and Gas	1,014	882
Insurance	2,601	2,475
Repairs and Renewals	147	1,297
Materials and equipment	428	255
Group Admin - website & OSM fees	304	264
Contribution to camp costs	-	-
Uniforms & clothing etc.	3	398
AGM and trustee expenses	-	-
Bank charges - Explorers	60	60
Cleaning	991	456
Activity Expenditure - Beavers	253	253
Activity Expenditure - Cubs	1,482	1,571
Activity Expenditure - Scouts	1,146	3,177
Activity Expenditure - Explorers	7,758	7,888
Activity Expenditure - Group	4,110	3,278
Other costs detail 3	-	-
Sub total	20,654	22,528
Fundraising expenses		
Spring Fair April 2024	997	31
Smarties	76	-
Detail 3	-	-
Other fundraising costs	-	-
Sub total	1,073	31
Total Gross Expenditure	21,727	22,559
Asset and investment purchases, etc.	-	-
Total payments	21,727	22,559
Net of receipts/(payments)	19,167	6,680
Cash funds last year end	67,619	60,939
Cash funds this year end	86,786	67,619

7th Reigate Scout Group (Charity no. 305784)

Receipts and payments account

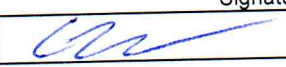
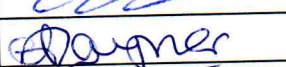
	Year start date		Year end date
For the year from	1st April 2024	To	31st March 2025

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 Co-op	29,912	7,005
Bank savings account Co-op	50,474	45,000
Explorer Scout Funds - bank & cash	6,348	7,926
Old Savings Account Santander	-	7,618
The Scout Association Short Term Investment Service	-	-
Cash/Floats	53	71
Total cash funds	86,786	67,619
<small>(agree balances with receipts and payments account)</small>	<small>ok</small>	<small>ok</small>
Other monetary assets		
Tax claim	-	-
Debts due from the County/Area/District/Group	-	-
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	642,660	480,000
Land and buildings	-	-
Motor vehicles	45,603	34,986
Scouting equipment, furniture etc	-	-
Other	-	-
Sub total	688,263	514,986
Liabilities		
Accounts not yet paid	-	-
Expenses incurred but not invoiced	-	-
Subscriptions not yet paid	-	-
Loan - detail	-	-
Other liabilities	-	-
Sub total	-	-
Total net assets	775,049	582,605

The above receipts and payments account and statement of assets and liabilities were approved by the Trustees on Xth X 200X (the date of the Trustee Board meeting that approved the accounts) and signed on their behalf by

Signature

Print Name

CHRIS THOMPSON	Chair
AMANDA RAYNER	Treasurer

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 7th Reigate Scout Group

I report to the trustees on my examination of the accounts of the 7th Reigate Scout Group for the year ended 31st March 2025.

Responsibilities and basis of report

As the charity trustees of the 7th Reigate 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 7th Reigate 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

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 7th Reigate 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: ANNE MARTIN-BURNS

Relevant professional qualification or membership of professional bodies (if any): MAAT

Address: 30 Smithy Lane, Lower Kingswood, Surrey
KT20 6TX

Date: 26/07/25.