



Description of the charity's trusts

Type of governing document

(e.g. trust deed, constitution)

7th Ashford Scout Group 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)

7th Ashford Scout 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 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.

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 Trustee Board consists of the Chair, Treasurer and 6 Trustees (including 2 Ex Officio Trustees, and 2 co-opted Trustees) and meets every # 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.

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>Aligned to the Scout Associations purpose and values, we provide a balance programme of activities for all our young people.</p>
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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>	<p>The Group has no policies in relation to grantmaking and investments. The contribution made by volunteers cannot be overemphasised. The Group relies entirely on volunteers support.</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

A successful balanced programme across all sections.

**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 a sum equivalent to 6 months running costs, circa £4,000.

The Group held reserves of approximately £8,000 against this at year end. This is above the level/below required for operating expenses.

Quantify and explain any designations

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

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);

**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.

- how expenditure has supported the key objectives of the charity;

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 and objectives;

### Section F

### Other Optional Information

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



To increase our fundraising activities and look to undertake refurbishment at our hut.

### 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)	Claire Clare	Chris Webber
Position (eg Secretary, Chair)	Group Scout Leader	Treasurer
Date	01/11/2024	

## 7th Ashford Scout Group Receipts and Payments Account

	<small>Year start date</small> 01/04/2023	To	<small>Year end date</small> 31/03/2024
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### Receipts and payments

	2023/2024	2022/2023
	Unrestricted funds €	Unrestricted funds €
<b>Receipts</b>		
Donations, legacies and similar income		
Membership subscriptions	9,992	13,633
Less: Membership subscriptions paid on (National/County/Area/District)	- 2,374	- 2,893
Net membership subscriptions retained	7,608	10,140
Donations	1,792	100
Refunds	29	215
Gift Aid		
Youth programme and activities	14,727	10,240
<b>Sub total</b>	<b>24,156</b>	<b>20,695</b>
<b>Grants</b>		
Maintenance grant	-	-
Other grants	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>
<b>Fundraising (gross)</b>		
Scouts	-	-
Cubs/Beavers	-	-
Other fundraising activities	440	1,550
100 Club	192	208
<b>Sub total</b>	<b>632</b>	<b>1,758</b>
<b>Investment income</b>		
Bank interest	167	48
Building Society interest	-	-
The Scout Association Short Term Investment Service	-	-
Property Rent income	365	235
Other investment income	-	-
<b>Sub total</b>	<b>532</b>	<b>283</b>
<b>Total Gross Income</b>	<b>25,340</b>	<b>22,736</b>
Asset and investment sales, etc.	-	-
<b>Total receipts</b>	<b>25,340</b>	<b>22,736</b>

## 7th Ashford Scout Group Receipts and Payments Account

For the year from	01/04/2023	To	31/03/2024
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### Receipts and payments

	2023/2024	2022/2023
	Unrestricted funds	Unrestricted funds
	£	£
<b>Payments</b>		
Charitable Payments	478	1,097
Youth programme and activities		164
Adult support and training	10	10
Rent	-	
Water and Sewerage	2,270	1,249
Electricity and Gas	2,575	3,813
Insurance	1,240	4,385
Repairs and Renewals		2,433
Materials and equipment		1,514
Cleaning	1,340	8,909
Contribution to camp costs	22,143	817
Uniforms, badges and books	220	241
AGM and trustee expenses	154	1,412
Vehicle expenses	2,517	30
Donation to Poppy Appeal	30	
Other - District World Jamboree payment (Jake Webber)		180
Refunds	320	-
PRSC/DV/Gaming Licence	-	-
<b>Sub total</b>	<b>36,107</b>	<b>27,192</b>
<b>Fundraising expenses</b>		
Scouts	-	-
Beavers/Cubs	-	-
Other fundraising costs		752
Other fundraising costs	127	752
<b>Sub total</b>	<b>127</b>	<b>752</b>
<b>Total Gross Expenditure</b>	<b>35,235</b>	<b>27,945</b>
Asset and investment purchases, etc.	-	-
<b>Total payments</b>	<b>35,235</b>	<b>27,945</b>
<b>Net of receipts/(payments)</b>	<b>- 9,895</b>	<b>- 5,209</b>
Cash funds last year end	28,258	33,467
<b>Cash funds this year end</b>	<b>18,363</b>	<b>28,258</b>

Statement of assets and liabilities at the end of the year

	31-Mar-24	31-Mar-23
	Unrestricted funds	Unrestricted funds
	€	€
<b>Cash funds</b>		
Bank current account		
Bank deposit account	3,000	3,279
Building society account	10,349	24,890
The Scout Association Short Term Investment Service	-	-
Cash/Float	-	-
<b>Total cash funds</b>	<b>13,349</b>	<b>28,169</b>
<b>Other monetary assets</b>		
Funds received not banked	-	-
Debts due from the County/Area/Clerical Group	-	-
Insurance claim	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>
<b>Investment assets</b>		
Investment property - detail	-	-
Quoted investments	-	-
Other investments - detail	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>
<b>Non monetary assets for charity's own use</b>		
Badge stock	-	-
Shop stock	-	-
Other stock - T-Shirts	300	300
Land and buildings	125,000	125,000
Motor vehicles	15,000	15,000
Scouting equipment, furniture etc	30,000	30,000
Other	6,000	6,000
<b>Sub total</b>	<b>176,300</b>	<b>176,300</b>
<b>Liabilities</b>		
Accounts not yet paid	-	-
Expenses incurred but not invoiced	-	-
Subscriptions not yet paid	-	-
Loan - detail	-	-
Other liabilities	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>

Contingent liabilities and future obligations

The above receipts and payments account and statement of assets and liabilities were approved by the Trustees on 9th May 2024 (the date of the Executive Committee meeting that approved the accounts) and signed on their behalf by

Signature

*[Handwritten Signature]*

Print Name

Claire Clare, Group Scout Leader

Chris Webber, Treasurer

## Independent examiner's report to the trustees of 7th Ashford Scout Group.

I report to the trustees on my examination of the accounts of the 7<sup>th</sup> Ashford Scout Group for the year ended 31st March 2024.

### Responsibilities and basis of report

As the charity trustees of the 7th Ashford 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 Ashford 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 Ashford 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:

L. J. Ford FCA

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

Address:

Date: 25/8/2024.

**Mr L J Ford - FCPA**  
**(Certified Public Accountants Association)**  
**Hunt Ford & Co. (Accountants) Ltd**  
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