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

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Independent examiner's report to the trustees of 1st West Byfleet Scouts Group - Scout Council

I report to the trustees on my examination of the accounts of the 1st West Byfleet Scouts Group for the year ended July 2026.

Responsibilities and basis of report

As the charity trustees of the 1st West Byfleet Scouts 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 1st West Byfleet Scouts 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 1st West Byfleet Scouts 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: Rosanna Kistruck

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

Address: 61 Hollies Avenue, West Byfleet, KT14 6AL

Date: 04/10/2026

1st West Byfleet Scout Group (Charity no. 305813)
Receipts and payments account

Year start date		Year end date
01-Aug-25	To	31-Jul-26

Receipts and payments

Receipts	2025/26 12 months to 31 Jul 2026 £	2024/25 12 months to 31 Jul 2025 £	*Comments*
Donations, legacies and similar income			
Membership subscriptions	14,539	12,548	Increase in member numbers YoY partially due to new Squirrels section. Annual subs consistent at £17.50 per term both years.
Donations	67	-	
Gift Aid	3,451	5,854	In prior year Gift Aid of £2,734.58 was received relating to prior year
Other similar income	-	-	
Sub total	18,058	18,401	
Group Activities			
Camps	6,763	5,625	Summer camp - more children attended (23 vs 17)
Scouts	-	333	
Cubs	1,097	218	We continued to allocate a £20 per child per term Budget to each section which meant the groups could do more activites and not have to charge parents for them.
Beavers	700	480	
Squirrels	190	-	
Sub total	8,750	6,656	
West Byfleet Fireworks	648	1,260	We took less money at fireworks YoY despite doing the same food
100 Year fundraiser/AGM	76	2,434	Prior year related to 100 year celebration
Sponsored Walk	-	60	
Junior School & local Fairs	936	705	
Other	-	73	
Sub total	1,659	4,533	
Investment income			
Bank interest	626	1,158	Interest rates dropped YoY
Sub total	626	1,158	
Total Gross Income	29,093	30,748	
Asset and investment sales, etc.	-	-	
Total receipts	29,093	30,748	

Scouts
1st West Byfleet

1st West Byfleet Scout Group (Charity no. 305813)
Receipts and payments account

Year start date		Year end date
01-Aug-25	To	31-Jul-26

Receipts and payments	2025/26 12 months to 31 Jul 2026 £	2024/25 12 months to 31 Jul 2025 £	Comments
Payments			
Charitable Payments			
Membership subscriptions paid	4,778	4,006	Increase in member numbers YoY partially due to new Squirrels section. Annual subs consistent at £17.50 per term both years.
Insurance	1,764	1,616	Insurance remains with Unity (Scouts insurance broker)
Utilities	1,011	1,335	Continued management of contract and usage
Cleaning & Gardening	1,271	1,225	
Rent	750	1,000	BUC (Landlord) refunded us 1 quarters rent during lease negotiations
Inspections, Repairs and Renewals	95	804	Prior year included one off electrics upgrade £264 and garden clear up of £288.
Badges	784	335	More badges earned + new Squirrels
Uniform	234	56	Purchase of branded jackets for leaders
Bank Charges	17	-	Captured in Admin in prior year
Admin charges	750	395	Includes £270 OSM fees, £193 for AGM (in fundraising last year) and £100 for end fof year awards
Sub total	11,456	10,772	
Group Activities			
Camps	3,365	3,875	Includes £1,192 of costs relating to the prior years camp that were paid in 2026. However the 2026 full costs were not captured this year
Group Activities - Scouts	1,358	1,510	We continued to allocate a £20 per child per term Budget to each section which meant the groups could do more activites and not have to charge parents for them.
Group Activities - Cubs	2,174	1,473	
Group Activities - Beavers	1,479	1,300	
Group Activities - Squirrels	64	-	
Sub total	8,440	8,158	
Fundraising expenses			
West Byfleet Fireworks	330	597	We took less money at fireworks YoY despite doing the same food
Junior School & local Fairs	174	367	
100 Year fundraiser/AGM	64	808	Prior year related to 100 year celebration
Other fundraising costs	7	21	
Sub total	575	1,793	
Total Gross Expenditure	20,471	20,724	
Asset and investment purchases, etc.	2,850	2,145	Includes £1,098 camping equipment, £526 of activity equipment, £893 for new stacking tables for hut and £333 of other hut equipment
Total payments	23,321	22,869	
Net of receipts/(payments)	5,773	7,879	
Cash funds last year end	42,391	34,512	
Cash funds this year end	48,164	42,391	

Scouts
1st West Byfleet

1st West Byfleet Scout Group (Charity no. 305813)
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Statement of assets and liabilities at the end of the year

	2025/26 12 months to 31 Jul 2026		2024/25 12 months to 31 Jul 2025	
Cash funds				
Bank current account	46,761		1,376	
Bank deposit account	-		40,000	
Cash/Floats/Prepaid cards	1,403		1,015	
Total cash funds	48,164	0	42,391	
	ok			
Non monetary assets for charity's own use				
Motor vehicles - Blue Line Trailor	4,100		4,000	Per insurance estimate
Scouting equipment, furniture etc	26,750		25,000	Per insurance estimate
Sub total	30,850		29,000	
Liabilities				
Accounts not yet paid	-		-	
Expenses incurred but not invoiced	-		-	
Subscriptions not yet paid	-		-	
Sub total	-		-	
Total net assets	79,014		71,391	

The above receipts and payments account and statement of assets and liabilities were approved by the Trustees on 9th October 2026 and signed on their behalf by

Signature	Print Name
	Rebecca Gardner, Chair
	Angela Brown, Treasurer












1st West Byfleet Scout Group

Annual Report & Financial Statements

Year end July 2026

Charity Commission
Registered Number 305813

Scouts
1st West Byfleet

1st West Byfleet Board of Trustees

2025-2026

Elected Members

Chair: Rebecca Gardner

Treasurer: Angela Brown

Trustee: Lucy Hampshire

Ex Officio Members

Group Lead Volunteer: Jo Graham

Asst Group Lead Volunteer: Alison Hughes

Nominated Members

Secretary: Lucy Hampshire

Contents

- Annual reports:

  - Chair
  - Group Lead Volunteer
  - Squirrels
  - Beavers
  - Cubs
  - Scouts
  - Treasurer

- Constitution - POR 5.4 has been fully adopted as our constitution and can be reviewed here: https://www.scouts.org.uk/por/5-local-governance-and-finance-of-groups-districts-counties/#5.4

- Minutes from the last AGM (October 2025)

- Agenda for the October 2026 AGM

- Chair's closing statement

1st West Byfleet Scout Group

Annual General Meeting 9th October 2026

Chair's Report – Rebecca Gardner

It is a pleasure to welcome everyone to the 2026 Annual General Meeting of the 1st West Byfleet Scout Group. This year has been one of growth, progress, and continued commitment to providing high-quality Scouting opportunities for young people in our community.

I would like to begin by recognising our trustee board, whose guidance and support underpin everything we do:

Jo Graham – Group Lead Volunteer & Squirrel Leader

Alison Hughes – Assistant Group Lead Volunteer & Cub leader

Angela Brown – Treasurer

Lucy Hampshire – Secretary

Their dedication ensures our group remains safe, compliant, financially secure, and forward-looking.

I would also like to take a moment to recognise one of our long-standing leaders, Gavin Blackman, who has dedicated over 25 years of exceptional service to 1st West Byfleet Scouts. Gavin has been a constant source of strength, humour, and experience within our group, and his impact on generations of young people cannot be overstated. Due to ill health, Gavin is stepping back from Scouting for now while he focuses on his treatment and recovery. We send him our very best wishes and look forward to welcoming him back — hopefully in 2027

A Year of Growth – Welcoming Squirrels

A major milestone this year was the launch of our brand-new Squirrels section, which opened in January. This exciting addition welcomes 4- and 5-year-olds into the Scouting family, offering weekly sessions centred around play, creativity, storytelling, and outdoor adventures. My sincere thanks go to Jo Graham, who organised and established the section, and to Ian, who stepped into the Beaver Leader role to allow Jo to focus fully on Squirrels. This expansion means we can now offer Scouting to even younger children in West Byfleet, strengthening our presence and impact in the community.

Looking Ahead – Explorers

We are actively exploring the creation of an Explorers section for 14–18 year-olds. With limited youth provision in West Byfleet, this is an important step toward offering Scouting opportunities from ages 4 to 18. We hope to bring this to life soon — watch this space.

District Collaboration

This year we worked closely with Woking District leaders, loaning pioneering equipment including 3-ton and 1-ton pulleys and blocks, ropes, poles and carabiners. All equipment was

tested, then installed at Birchmere campsite for district-wide use. It is now freely available to all scouting groups, supporting skills development and adventurous activities across Woking.

Hut Maintenance & Compliance

Our ongoing commitment to health, safety, and compliance continues. Leaders, trustees, and young leaders volunteered their time in September for a major clear-out of the hut, garage, and storerooms. An 8-yard skip was filled within four hours — a testament to both the scale of the task and the enthusiasm of our volunteers (pictured below).

We salvaged and sold items where possible, including bikes and surplus camping equipment. Pyrford Scout Group gratefully received our old tables, which we replaced with new compact, durable models suitable for hut use and camping.



Major Projects – Lease & Roof

Two significant projects remain outstanding:

1. Securing a Long-Term Lease

We have been in negotiations with our landlords, Byfleet United Charities, for over 20 months. Both parties now have solicitors actively engaged. We are extremely fortunate to have pro bono legal support from a parent within our group, a partner at Clifford Chance — saving us substantial funds.

Until a new lease is agreed, we cannot undertake major works or investment.

2. Replacing the Roof

We have multiple quotes ready and waiting but cannot proceed until the lease is secured. Once approved, replacing the roof will be our top priority.

Finances

Our finances remain healthy, with a positive closing balance. We will continue fundraising and applying for grants to support major projects, including the roof and heating replacement. A huge thank you to Angela Brown, our Treasurer, for her diligence and expertise. Her full financial report is attached for review.

Programme Highlights

All sections — Squirrels, Beavers, Cubs, and Scouts — have enjoyed a vibrant, adventurous year. I would like to personally pass my congratulations onto several children from all sections who have either completed or are working towards Chief Scouts awards. Well done and keep going. Programme Highlights include:

• All-sections camping weekend at Birchmere

• A week-long summer camp

• Participation in the Remembrance Day service

• Community fundraising at local events

• District events including Grand Prix, Science Day, Sports Evening, Rifle shooting, Christmas parties, and SCRAM (for cubs)

• Scouts entering a decorated Christmas tree into the St John's Church festival — awarded a commended certificate and a box of chocolates

• Scouts Challenge Expedition weekend – scouting equivalent to bronze Duke of Edinburgh

Each section leader has provided a detailed report of their activities. Which I please urge you to read.

A big thank you to every volunteer, parent, supporter, and young person who makes 1st West Byfleet Scouts a success.

Thank you.

Rebecca Gardner

Group Lead Volunteer

I would like to extend a huge thank you to all our adult leaders, young leaders and parent volunteers for their dedication and support throughout the year. We simply could not provide the opportunities and experiences we do without your commitment, enthusiasm and hard work.

Our Group continues to thrive, with all sections running at full capacity and around 80 young people actively involved each week. Demand for Scouting in our area remains incredibly strong, with almost 60 children currently on our waiting list hoping to join us in the future.

Without doubt, one of the highlights of the year has been the launch of our new Squirrel section. It has been wonderful to welcome our youngest members into the Group and see them embracing the adventure, learning new skills and making new friends. The addition of Squirrels has strengthened our Scouting family and created an exciting pathway for young people to continue their journey through the movement.

Another memorable event was our annual Birchmere camp. Beavers, Cubs and Scouts enjoyed a fantastic weekend packed with fun activities, challenges and opportunities to develop their teamwork and outdoor skills. We were especially pleased that our Squirrels were able to join us for the day, giving them a taste of camp life and allowing everyone to come together as one Group.

It has been another successful year for our Group, and I am incredibly proud of everything that our young people and volunteers have achieved. Thank you once again to everyone who gives their time, energy and support to make Scouting possible. We truly could not do it without you.

Jo Graham, Group Lead Volunteer





Squirrels

This past year marked the inaugural journey for our Squirrels group, beginning with ten enthusiastic four and five-year-olds. As we navigated through various activities, the excitement was palpable, significantly contributing to the group's sense of community.
Our meetings included a mixture of engaging themes such as the Squirrels Introduction for families, celebrations of Chinese New Year, and practical sessions like Gardening at the Scout Hut. The children explored topics like Animal Friends, creativity, space, and fire safety, which included a visit from a member of the London Fire Brigade. They also enjoyed outdoor experiences like Hiking and Pond Dipping at Woodham Rise, which provided both education and fun in a natural setting.

In addition, we had significant events throughout the year. The Scientific Squirrels event allowed the children to delve into hands-on science activities, while the District Beaver and Squirrel Funday offered a wonderful opportunity to connect with other groups. Furthermore, the Birchmere Day Camp enabled our young members to immerse themselves in various scouting experiences, and participation in the St John's Church Summer Fair showcased our group to the wider community.

I would like to express our gratitude to Cheryl for her unwavering dedication and commitment to the group. Special thanks also go to Sophia and Artemis, who have been exceptional young leaders. Their contributions have enriched the experience for our Squirrels and helped create a supportive learning environment.

As we look to the year ahead, we're excited about the prospect of new adventures and hope to welcome more children into the group as we recruit additional leaders. This will enhance our programme and provide more opportunities for learning and fun.
Finally, I would like to thank our Squirrels for their enthusiasm and energy, making it a joy for leaders to engage with them. A heartfelt thank you goes out to the parents for their continued support, as well as to the many volunteers who contribute behind the scenes to ensure everything runs smoothly. We look forward to another year of adventure and growth in scouting.

Jo and the Squirrels team





BEAVERS

What a great year. We have been joined by 3 new leaders – Melinda, Vineela and Komon – they have been an amazing help running all the activities for Beavers, Additionally, I (Ian) took over from Jo as the Beavers Leader from the Summer Term onwards which helped free up time for Jo to concentrate on the new Squirrels Section. It wouldn't be right not to mention James Taylor who has been an ever-present Young Leader at Beavers for over 2 years now. He's been a great help.

As usual, we have had a fun-filled programme with activities such as hikes, rowing, pond dipping, cycling etc as well as visits to Pets at home, we try to stay as active as possible. Several children have achieved their Chief Scout Bronze Awards this year. Congratulations to George Robinson, Sam Martin, Elliot Blay, Jude Gosling, Charlie Bulman, Nicolas Phillips for this great achievement.

On top of the usual activities, Beavers have also enjoyed RAF day at Brookland Museum, District Beavers Grand Prix and Science Day, the funday at Mitzens Farm as well as the Beaver Go Wild camp and the Birchmere camp. There were so many great memories from these events, especially the camps where Beavers Go Wild provided a chance to try many activities, 4 of the Beavers joined a camp for the very first time. The Birchmere camp was a highlight once again seeing 7 Beavers on their first ever camp and all the Beavers who joined had a blast after being shown the ropes by the Cubs and Scouts.

Ian and the Beavers team





cubs

As ever the Cubs have been able to take part in a wide range of activities, with lots of them being outdoors. Activities included some key scouting skills such as knots, pioneering and firelighting as well as a great deal of fun such as crate-stacking, archery and a visit to the fire station in Chertsey.

District events included a Christmas party, science day, sports evening and the tri-annual SCRAM event, where all the Cubs had an amazing fun day. There was also a district organised 'Back to Basics' camp in May for Sixers and Seconders. Cubs were able to take part in a wide range of activities and camp with cubs from across the district. Activities were organised by each pack and the cubs got to try branding a piece of wood, making bread on a stick, knots and lashings, first aid and other activities. The weather was lovely and made for a great time for the cubs to enjoy the full range of activities, and we had a great campfire on Saturday night.

Other camps that the Cubs were invited to included the weekend camp for all sections that was held at Birchmere in June. Kudos to the Cubs who attended that event despite a full day of activities at SCRAM! In the summer we held our annual camp for Cubs and Scouts at Broadstone Warren Scouting activity centre in the Ashdown forest near East Grinstead. It was lovely to see so many of the Cubs and Scouts taking part in the fun of the outdoors, with obvious joy in the water-based activities like kayaking and the trip to the beach at Eastbourne given the hot weather.

At camps and also the weekly meetings, it's been great to have parents helping out, if I didn't thank you at the time, I apologise but I am truly grateful for your help. In particular, I'm really pleased that we now have another uniformed leader, Sonia Turner, and for Peter Hill-Cottingham and Luke Gosling who are working towards that. A special thanks also to the young leaders who've been an invaluable part of the team, especially with so few adults available to help out at summer camp. Thanks to Evan and Alex for being with us throughout the year and to Alex who along with Emily made our summer camp so successful.

I think the Cubs would agree some of the highlights for the year were:

- Getting soaked with the fire hoses at the fire station
- A full day of fun activities with all the Cubs and Brownies in Surrey at SCRAM
- Cooking a meal on the campfire (in particular the inevitable marshmallows)
- Trips out such as crate-stacking and archery at Walton Firs and pond dipping at Fox's Corner

Thanks once again to all the team who've helped me deliver the programme this year.
I hope that we'll be able to deliver as exciting a programme over the coming year.

Alison Hughes and the Cubs team





Over the last year we've continued to focus on the completion of badges with a particular focus on badges that will eventually lead to the achievement of the Chief Scout's Gold Award. A total of 89 badges have been awarded across 20 activities. This represents a 15% increase in badges awarding during the 2024/25 reporting period.

We have seen a steady increase in scouts over the last year and the Troop is at capacity, with 31 scouts and 4 leaders, although one leader is unavailable until 2027 due to health reasons. The scouts continue to be organised into 4 Patrols, which provides 4 of our older scouts an opportunity to be Patrol Leader and assist adult leaders in running some of the activities. Patrol Leaders have expanded their responsibilities over the last year and often now organise and run many of our game-based activities. This year, as last year, some of our Scouts volunteered in the community. The Scouts ran activities at West Byfleet Junior School's summer fair and again at St John's church summer fair, and some of the Exec Committee members together with several Scouts ran some food stalls at West Byfleet Junior School's fireworks evening. All these events raised valuable funds for the scout group.

We had some notable highlights this year. We entered two teams into the Surrey County Expedition Badge competition, and both teams completed this demanding challenge and secured the difficult-to-obtain Expedition Badge. In January 8 scouts took part in an air rifle shooting competition, in which they did very well, and in June almost all our Scouts, 28 in total, hiked to Birchmere and camped there for 1 night, together with Cubs and Beavers. As well as pitching their own tents, Scouts took part in a variety of team building and skills related activities and earned some well-deserved badges. In addition Patrol Leaders ran certain aspects of the camp. In July 18 scouts participated in a week-long summer camp in East Sussex and enjoyed a full outdoor agenda.

Looking ahead, we're focused on having some of our older scouts achieve the Gold Award, and hope to be able to report some success in this area this time next year.

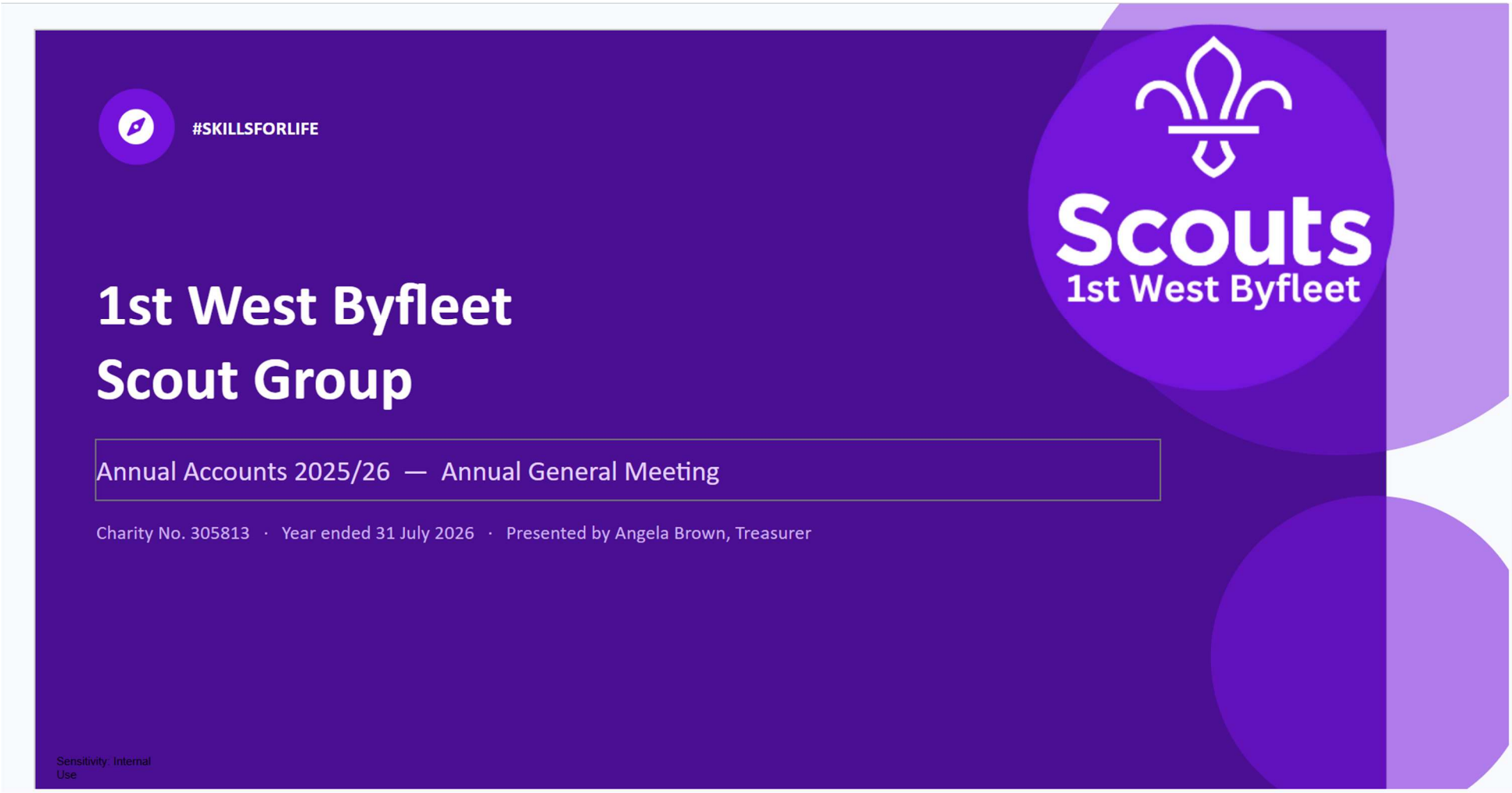
This year we've been stable with our adult leaders, with no changes.

We would like to thank parents who have helped us on Tuesday evenings when requested, your support is invaluable to us.

All the Scout Leaders Gavin, Paul, Becky & Dave.







Scouts
1st West Byfleet

FOR OUR SCOUTS — THIS IS YOUR MONEY SKILLS BADGE, FOR REAL

How a Scout Group budgets, just like you

You've just earned your Money Skills badge by learning to track income, plan a budget and save for something. Our trustees do exactly the same thing for the whole Group:

£29,093

Our "pocket money" — income

PY £30,748

Down a bit: last year we ran big 100th birthday events!

£23,321

What we spent — expenditure

PY £22,869

Up a bit: more of you came to sections and camp.

£5,773

What we saved — surplus

PY £7,879

Less saved: no giant birthday fundraisers this year.

£48,164

Our savings — cash in bank

PY £42,391

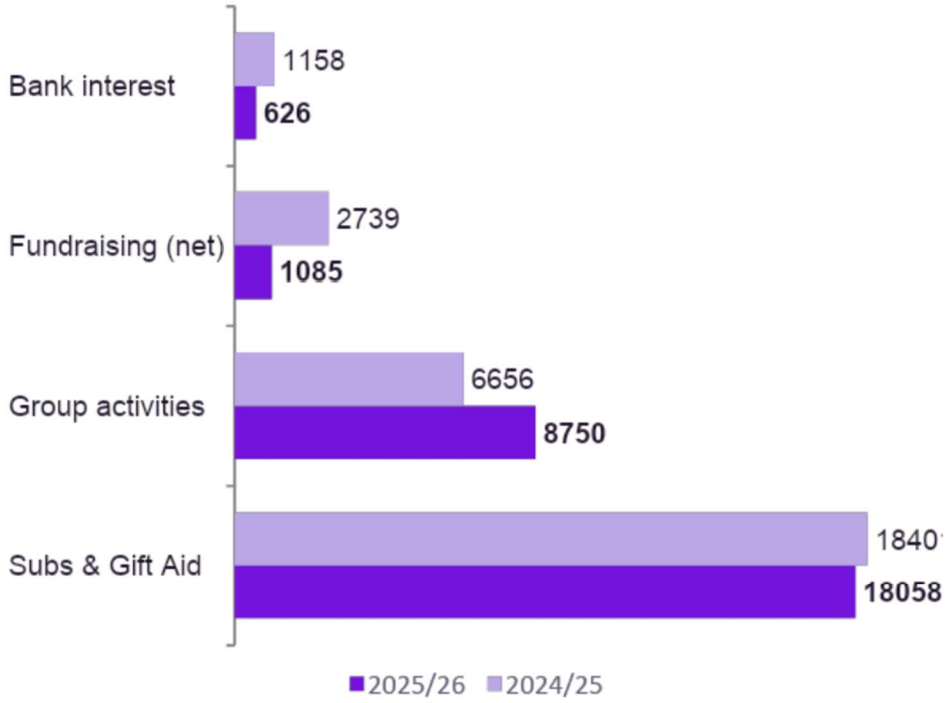
Growing: we're saving up for a new roof!

Just like budgeting your own money, we don't spend everything we earn — we're saving some of it up for a big goal, a new roof for the Scout hut, and review progress every year at the AGM.

Scouts
1st West Byfleet

WHERE OUR MONEY CAME FROM

£29,093 raised this year



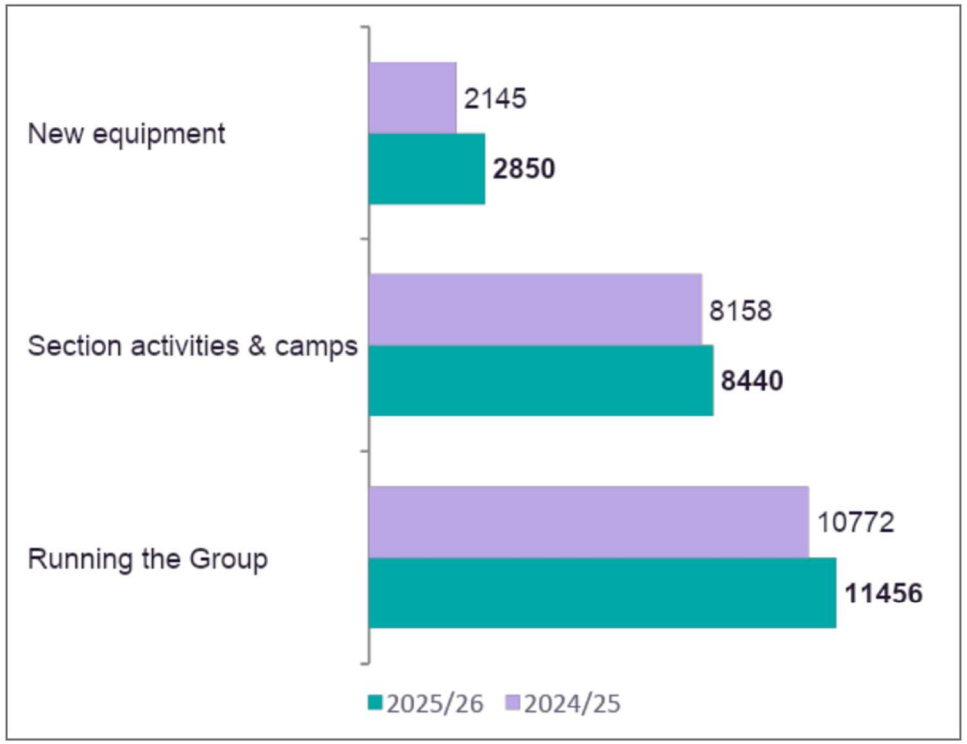
WHY THE CHANGE?

- **Bank interest — down.** Savings interest rates fell during the year.
- **Fundraising — down.** Last year included £1,626 from our one-off 100th anniversary celebration.
  - **£318 –** *West Byfleet Fireworks (↓£345)*
  - **£767 –** *School fairs & Christmas lights (↑£429)*
- **Group activities — up.** More children went to camp and sections ran more paid-for trips.
- **Subs & Gift Aid — almost unchanged.** Last year's figure included a backdated Gift Aid claim of £2,735; but membership grew year on year.

Scouts
1st West Byfleet

WHERE OUR MONEY WENT

£23,321 spent this year



WHY THE CHANGE?

- **New equipment — up.** We bought new stacking tables and camping kit this year.
- **Activities & camps — up.** More children attending meant more spent on each section.
- **Running the Group — up slightly.** More members meant higher payment to central Scouting and more spent on badges and scarves. Savings made on power.

Fundraising costs are shown netted against fundraising income on the income slide.

Scouts
1st West Byfleet

SECTION BY SECTION

What we invested in each section

Raised and spent by section, plus how many children came each term.

Squirrels

Raised **£190**

Spent **£64**

+£126

raised more than spent

CHILDREN PER TERM

T1	T2	T3
–	7	10

Beavers

Raised **£700**

Spent **£1,479**

–£779

topped up by the Group

£84 spent per child

CHILDREN PER TERM

T1	T2	T3
17	18	18

Cubs

Raised **£1,097**

Spent **£2,174**

–£1,077

topped up by the Group

£92 spent per child

CHILDREN PER TERM

T1	T2	T3
21	24	26

Scouts

Raised **£0**

Spent **£1,358**

–£1,358

topped up by the Group

£53 spent per child

CHILDREN PER TERM

T1	T2	T3
24	27	26

Camps

Raised **£6,763**

Spent **£3,365**

+£3,398

Birchmere raised £800 Remainder is timing of summer camp costs which will hit next year

£146 per camper

THANK YOU

Thank you to our volunteers, parents and supporters

"Skills for Life — built on solid foundations."

These accounts are presented for approval by the Trustee Board on 9 October 2026, and independently reviewed by Rosanna Kistruck — thank you, Rosanna, for giving your time to check our accounts for us. Full accounts are available to all members on request.

Rebecca Gardner
Chair

Angela Brown
Treasurer

Rosanna Kistruck
Independent Reviewer

1st West Byfleet Scout Group · Charity No. 305813

Sensitivity: Internal Use

Scouts
1st West Byfleet

Scouts
1st West Byfleet

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Sub total	11,456	10,772	
Group Activities			
Camps	3,365	3,875	Includes £1,192 of costs relating to the prior years camp that were paid in 2026. However the 2026 full costs were not captured this year
Group Activities - Scouts	1,358	1,510	
Group Activities - Cubs	2,174	1,473	We continued to allocate a £20 per child per term Budget to each section which meant the groups could do more activites and not have to charge parents for them.
Group Activities - Beavers	1,479	1,300	
Group Activities - Squirrels	64	-	
Sub total	8,440	8,158	
Fundraising expenses			
West Byfleet Fireworks	330	597	We took less money at fireworks YoY despite doing the same food
Junior School & local Fairs	174	367	
100 Year fundraiser/AGM	64	808	Prior year related to 100 year celebration
Other fundraising costs	7	21	
Sub total	575	1,793	
Total Gross Expenditure	20,471	20,724	
Asset and investment purchases, etc.	2,850	2,145	Includes £1,098 camping equipment, £526 of activity equipment, £893 for new stacking tables for hut and £333 of other hut equipment
Total payments	23,321	22,869	
Net of receipts/(payments)	5,773	7,879	
Cash funds last year end	42,391	34,512	
Cash funds this year end	48,164	42,391	

Scouts
1st West Byfleet

1st West Byfleet Scout Group (Charity no. 305813)
Receipts and payments account

Year start date		Year end date
01-Aug-25	To	31-Jul-26

Statement of assets and liabilities at the end of the year

	2025/26 12 months to 31 Jul 2026		2024/25 12 months to 31 Jul 2025	
Cash funds				
Bank current account	46,761		1,376	
Bank deposit account	-		40,000	
Cash/Floats/Prepaid cards	1,403		1,015	
Total cash funds	48,164	0	42,391	
	ok			
Non monetary assets for charity's own use				
Motor vehicles - Blue Line Trailor	4,100		4,000	Per insurance estimate
Scouting equipment, furniture etc	26,750		25,000	Per insurance estimate
Sub total	30,850		29,000	
Liabilities				
Accounts not yet paid	-		-	
Expenses incurred but not invoiced	-		-	
Subscriptions not yet paid	-		-	
Sub total	-		-	
Total net assets	79,014		71,391	

The above receipts and payments account and statement of assets and liabilities were approved by the Trustees on 9th October 2026 and signed on their behalf by

Signature	Print Name
	Rebecca Gardner, Chair
	Angela Brown, Treasurer

Scouts
1st West Byfleet

Scouts
1st West Byfleet

1st West Byfleet Scouts Group

ANNUAL GENERAL MEETING

Friday, 24th October 2025

AGENDA

1. Introduction and welcome by the Chairman
2. Apologies for Absence
3. Accept Minutes of 2024 Annual General Meeting
4. Adoption of new Scouts Constitution POR 5.4
5. Review of Previous Year
   - Group Lead Volunteer Report
   - Treasurer Annual Report and Statement of Accounts 2024/25
6. Confirmation of Appointments
   - Group Chair (Rebecca Gardner)
   - Group Treasurer (Angela Brown)
   - Independent Accounts Examiner
   - Group Trustee Board members and quorum
7. Any other Business
8. Closing Statement from Chairman

Presentations and Awards

Scouts
1st West Byfleet

Minutes of the Annual General Meeting of the 1st West Byfleet Scout Group held on Friday 24th October 2025 at Scout Headquarters.

Attendees

Rebecca Gardner (Chair)	Paul Watson (Asst. Scout Leader)	Jo Graham (GLV & Beaver Leader)
Alison Hughes (Asst. GLV & Cub Leader)	Angela Brown (Treasurer)	Lucy Hampshire (Secretary)
Cllr Amanda Boote (Mayor of Woking)	Kath Ashworth (DC Woking District)	
Parents & families of:		
Beavers	Freddie Fairman, Elliot Blay, George and Arthur Robinson, Charles Warne, Arthur Simons, Zack Day, Jackson Cruse, Tom Sait, Jude Gosling, Sam Martin and Nicolas Phillips	
Cubs	Dylan and Olivia Holcroft, Joseph Rathbone, Alex Carne, Alex Sait, Primrose Houtmeyers, Rosalina Turner and Manveer Virdee Young leader: Alex Hughes	
Scouts	James Bradshaw, Samuel Watson, Toby Graham, Henry Madden, Ovin Wasala, Artemis Papadopolou and Harry Cruse	

Introduction and welcome

Rebecca Gardner welcomed everyone to the meeting including guests Kath Ashworth (Surrey District Commissioner) and Amanda Boote (Mayor of Woking). She introduced herself and the trustees and explained her role as Chairman.

Apologies for Absence

Geraldine Meldrum, Stephen Gardner, Dave and Charlie Earl	
Parents & Families of:	
Beavers	
Cubs	
Scouts	

Accept Minutes of 2024 Annual General Meeting

There were no outstanding actions from last year and so the minutes were proposed by Rebecca Gardner and seconded by Lucy Hampshire.

Adoption of new Scouts Constitution POR 5.4

An outline of the new constitution was shared previously with members in 2023 AGM. It was highlighted to attendees that the Scout constitution represented the overarching policies and procedures followed by 1St West Byfleet Scouts. The Chair formally accepted the 5.4 constitution.

Review of Previous Year

All the reports were sent out earlier in the week in an email to all members and are included in the Appendix.

As Chair, Rebecca shared highlights from her report, recognising the 100-year centenary of 1st West Byfleet Scouts and the success of the celebration, which welcomed dignitaries, trustees, former leaders, and members past and present. She noted the honour of the group's participation in the Westminster Abbey Christmas Carol Service at the invitation of HRH The Princess of Wales, marking a historic first for Surrey Scouting.

Rebecca highlighted the appointment of Jo Graham as Group Lead Volunteer (GLV), the first change in 18 years, and commended her enthusiasm and leadership in embedding Online Scout Manager across the group. She also recognised the dedication of leaders, trustees and volunteers in delivering substantial improvements to the Scout Hut, including safety and compliance upgrades, while noting that roof replacement remains outstanding.

The Chair highlighted ongoing negotiations with Byfleet United Charities (BUC) regarding lease renewal, emphasising the group's commitment to securing long-term tenure of the site. She reported that all sections – Beavers, Cubs, and Scouts – had enjoyed a full programme of camps, civic participation, and community fundraising, supported by strong finances under the stewardship of Treasurer Angela Brown.

Rebecca concluded that it has been a highly successful year and expressed gratitude to leaders, trustees, and volunteers for their continued commitment.

Group Lead Volunteer Report

Jo thanked all leaders and parent helpers for their commitment, noting that each section is at or near full capacity and that fundraising efforts have enabled the purchase of new camping equipment. Programme highlights included renewal of the Scout Promise at St George's Day, a sponsored walk with 20 participants, a Birchmere weekend camp attended by nearly 40 Beavers, Cubs, and Scouts, Summer camp, and participation in the Mayor of Woking's Civil Ceremony parade alongside local Scout and Guide groups.

Treasurer Annual Report and Statement of Accounts 2024/25

Angela explained her role and engaged the children in understanding how money was raised for Scouts. She reiterated how the aim was to ensure financial security of the group for the future. She summarised how the Scouts raised nearly £29K through donations, fundraising, subscriptions, and gift aid. We spent £21K, increasing the budget per child per term to spend on activities, funding camps, investing in new equipment (e.g. new maps and compasses) and improving the hut (e.g. new chairs). We made savings on insurance and energy costs as we moved to better deals and continued the strategy to move excess funds to high interest fixed deposit to earn investment income. Allowing for deductions for gift aid and summer camp, our surplus would be approx. £4k, however Angela reiterated that £2,200 of this was from our 100 year event and with savings already made on energy and insurance deals, this level of surplus is not expected in the future. The extra money is planned for investment in a new roof or a new building dependent on lease renewal. The Chair recognised Angela for her work and the budgeting to enable financial security of 1st West Byfleet.

It was noted that the Independent Accounts Scrutineer/Examiner, Cecilia Coddi has completed their report with no concerns.

Confirmation of Appointments for 2024/25

Trustee appointments

All trustees remain unchanged and within their current term without the need for reappointment

Rebecca shared that the set quorum for decision making by the Trustee Board is four people and highlighted the trustees as Rebecca Gardner, Jo Graham, Alison Hughes, Angela Brown and Lucy Hampshire.

More volunteers are requested.

Any Other Business

Alison Hughes highlighted the summer camp pictures that had been screened on rotation during the AGM and that details of Summer camp 2026 would be released shortly with the possibility to apply for partial or fully funded places.
No questions raised.

Closing Statement from Chairman

Rebecca thanked all present for attending the AGM and supporting 1st West Byfleet Scouts, noting another highly successful and inspiring year in which young people have grown in confidence and skills. She expressed gratitude to the trustee board, section leaders, and all uniformed and young leaders whose dedication ensures the group's continued strength. Exciting news was shared of the launch of a new Squirrels section in January 2026, welcoming children aged 4–6. The Chair emphasised the ongoing need for volunteer support and warmly encouraged parents to consider joining the leadership team. Rebecca concluded by wishing everyone a wonderful end to 2025 and an engaging programme of scouting in 2026.

The AGM closed at 7.20 pm

Awards presented

Beaver of the year –Jude Gosling

Beaver – Scouting Excellence Awards – George Robinson and Charles Warne

Cub of the year – Charlie Denham

Scout of the year– James Taylor

DP Award (Adult) – Alison Hughes

1st West Byfleet Scouts Group

ANNUAL GENERAL MEETING

Friday, 9th October 2026

AGENDA

1. Introduction and welcome by the Chairman
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4. Adoption of new Scouts Constitution POR 5.4
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Presentations and Awards

Chairman's Closing Statement

Thank you all for joining us today and for your continued support of the 1st West Byfleet Scout Group. It's been another remarkable year—action-packed, inspiring, and full of growth. Watching our young people develop confidence, resilience, and new skills has been a true privilege and a source of immense pride.

I'd like to take a moment to express my heartfelt thanks to the incredible team who make this all possible:

- Our dedicated trustee board: Angela, Jo, Alison, and Lucy
- Our passionate section leaders: Jo, Ian, Alison, and Paul
- And of course, all our uniformed, newly uniformed and young leaders

Your commitment ensures that our weekly meetings, events, and camps continue to flourish. The strength of our group lies in the generosity and dedication of its volunteers, and I am deeply grateful for everything you do.

As always, our success depends on the support of volunteers. If today's meeting has sparked your interest in getting involved—whether as a leader, helper, or in another role—we would be delighted to speak with you. Your contributions are vital, and without them, we simply wouldn't have a Scout group.

If you have any questions or would like to chat further, please don't hesitate to talk to any of the team after the meeting—or reach out anytime.

Thank you once again for being part of our journey. I wish you all a joyful end to 2026 and an exciting, fun-filled year of Scouting in 2027.

Warm regards,

Rebecca Gardner

Chair, 1st West Byfleet Scout Group