Trustees' Annual Report

For the period

From (start date) 0 1 0 1 2 5 to end date 3 1 1 2 2 5

Section A **Reference and administration details**

Charity name: 1st Rudgwick Scout Group

Other names the charity is known by:

Registered charity number (if any): 3 0 5 8 9 8

HQ registration number:

Charity's principal address:

Scout Hut
Church Street
Rudgwick, West Sussex
Postcode R H 1 2 3 H J

Names of the charity trustees who manage the charity

	Trustee Name	Office (if any)	Dates acted if not for whole year
1	Geoff Spooner	Chair	
2	Dan Bowden	Group Lead Volunteer	
3	Renee Fickling	Secretary	
4	Anne Cole	Treasurer	
5			
6			
7			
8			
9			
10			
11			
12			
13			
14			
15			

Names and addresses of advisers (optional information but encouraged as best practice)

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 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: 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 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. The Trustee Board consists of Chair, Treasurer and Secretary together with 8 Trustees and meets every 4 months. Members of the Trustee Board complete Trustee Introduction training, which includes essential information about the role, legal responsibilities, safety and safeguarding, 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 give young people skills for life.

Section B	Structure, governance and management (continued)
	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, village hall 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 and has it's own insurance policy in place to cover non-member helpers and invited guests. Risk Assessments are undertaken before all activities. Reduced income from fund raising. The Group is primarily reliant upon income from subscriptions, fundraising and rent from third party users of the Scout Hut. 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. 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 comprehensive insurance policies to ensure insurable risks are covered.

Section C	Objectives and activities
Summary of the objects of the charity set out in its governing document	**The Purpose of Scouting** Scouting exists to actively engage and support young people in their personal development, empowering them to make a positive contribution to society. **The Values of Scouting** As Scouts we are guided by these values: **Integrity -** We act with integrity; we are honest, trustworthy and loyal. **Respect -** We have self-respect and respect for others. **Care -** We support others and take care of the world in which we live. **Belief -** We explore our faiths, beliefs and attitudes. **Co-operation -** We make a positive difference; we co-operate with others and make friends. **The Scout Method** Scouting takes place when young people, in partnership with adults, work together based on the values of Scouting and: - enjoy what they are doing and have fun - take part in activities indoors and outdoors - learn by doing - share in spiritual reflection - take responsibility and make choices - undertake new and challenging activities - make and live by their Promise.
Summary of the main activities in relation to these objects	The group offers varied activities, including games, challenges, teamwork and leadership skills, creativity and camps appropriate to the ages of members

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.	All our adult helpers are volunteers. Without their invaluable dedication and hard work, the Group could not function.

	The Group has a Finance Policy covering investments in line with The National Scouting Association
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	As at September 2024, the group had 96 youth members ranging over four sections of Squirrels, Beavers, Cubs and Scouts. All sections run at or near capacity and all sections rely entirely on the goodwill and hard work of our dedicated volunteers

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 12 months running costs, circa £26,000. The Group held reserves of just over £34,000 against this at year end. This is above the level required for operating expenses. However this can be explained by ring fenced hardship funds of £1,000, unrestricted funds of £13,000 to cover the ongoing lease renewal or purchase and building maintenance and repair. These funds are held in a cash savings bank account.
Quantify and explain any designations	
Details of any funds materially in deficit (circumstances plus steps to eliminate)	No funds in deficit

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 or The Scout Association's Short Term Investment Service.
• 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)	The Group hopes to purchase the Scout Hut and a box traile Cash reserves and fundraising to match the cost

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)	Geoff Spooner	Renee Fickling
Position (eg Secretary, Chair)	Chair	Secretary
Date	D D M M Y Y	

1st Rudgwick Scout Group
Receipts and Payments Account

	Year start date		Year end date
For the year from	01/01/2025	To	31/12/2025

Receipts and payments

	2024 Unrestricted funds £	2025 Unrestricted funds £
Receipts		
Donations, legacies and similar income		
Membership subscriptions	11,540	13,812
Less:Membership subscriptions paid on (National/County/Area/District)	5,002	- 6,204
Net membership subscriptions retained	6,538	7,608
Donations	210	682
Legacies		
Gift Aid		1,770
Sub total	6,748	10,060
Grants		
Maintenenace grant		
Other grants HDC Non-essential Leisure Grant - 2nd Cub Pack and 1st Squirrels set up fund	500	1,000
Sub total	500	1,000
Fundraising (gross)		
Members contributions to event costs - panto payments from parents	1,959	2,030
Fundraising		99

AGM and Rudgwick Day		1,547
Sub total	1,959	3,676
Investment income		
Current account Bank interest	282	9
Savings Account interest		418
The Scout Association Short Term Investment Service		
Property Rent income	12,142	13,066
Other investment income		
Sub total	12,424	13,494
Total Gross Income	21,631	28,230
Asset and investment sales, etc.		
Total receipts	21,631	28,230

1st Rudgwick Scout Group
Receipts and Payments Account

	Year start date		Year end date
For the year from	**01/01/2025**	**To**	**31/12/2025**

Receipts and payments

	2024 Unrestricted funds £	2025 Unrestricted funds £
Payments		
Charitable Payments		

Youth programme and activities	5,618		6,170
Adult support and training	923		131
Ground Rent and Business Rates	232		394
Water and Sewerage	266		386
Energy Costs	932		1,087
Insurance	955		1,015
Building & Ground Maintenance	2,982		382
Activity Equipment	762		3,738
Premises maintenance - cleaning materials, other disposables.	557		347
Cleaning	2,380		3,142
Badges	1,134		1,658
Bank charges	60		66
Uniform	180		982
Misc - Ex-leader funeral flowers			25
Recycling bin collection	84		172
Land clearance at Gallops	600		
AGM & Rudgwick Day expenses	773		1,658
National Trust membership			63
Charitable donations			169
Minibus repair			2,226
Panto tickets			2790
Sub total	18,438		26,602
Fundraising expenses			
Detail 1			
Detail 2			
Detail 3			
Other fundraising costs			

Sub total		
Total Gross Expenditure	18,438	26,602
of which: Asset and investment purchases, etc.		
Total payments	18,438	26,602
Net of receipts/(payments)	3,193	1,628
Normal operational net receipts		
Cash funds this year end	41,536	39,110

Statement of assets and liabilities at the end of the year

	2024 Unrestricted funds £	2025 Unrestricted funds £
Cash funds		
Group Bank Current Account	5,174	4,687
Group Bank Savings Account	32,235	34,424
Scout Troop Current Account	3,643	3,735
Cub Pack Current Account	181	158
Beaver Colony Current Account	303	164
The Scout Association Short Term Investment Service		
Cash/Floats		146
Total cash funds	41,536	43,313
Other monetary assets		
Gift Aid receivable		
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		
Land and buildings		
Motor vehicles		
Scouting equipment, furniture etc	30,000	30,000
Other		
Sub total	30,000	30,000
Liabilities		
Accounts not yet paid		
Expenses incurred but not invoiced		
Subscriptions not yet paid		44
Loan - detail		
Other liabilities		
Sub total		

Contingent liabilities and future obligations

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

Signature	Print Name	
	Geoff Spooner	Chair
	Anne Cole.	Treasurer

1st Rudgwick Scout Group
Receipts and Payments Account

	Year start date		Year end date
For the year from	01/01/2025	To	31/12/2025

Receipts and payments

	2024 Unrestricted funds £	2025 Unrestricted funds £
Receipts		
Donations, legacies and similar income		
Membership subscriptions	11,540	13,812
Less:Membership subscriptions paid on (National/County/Area/District)	5,002	- 6,204
Net membership subscriptions retained	6,538	7,608
Donations	210	682
Legacies		
Gift Aid		1,770
Sub total	6,748	10,060
Grants		
Maintenenace grant		
Other grants HDC Non-essential Leisure Grant - 2nd Cub Pack and 1st Squirrels set up fund	500	1,000
Sub total	500	1,000
Fundraising (gross)		
Members contributions to event costs - panto payments from parents	1,959	2,030
Fundraising		99

AGM and Rudgwick Day		1,547
Sub total	1,959	3,676
Investment income		
Current account Bank interest	282	9
Savings Account interest		418
The Scout Association Short Term Investment Service		
Property Rent income	12,142	13,066
Other investment income		
Sub total	12,424	13,494
Total Gross Income	21,631	28,230
Asset and investment sales, etc.		
Total receipts	21,631	28,230

1st Rudgwick Scout Group
Receipts and Payments Account

	Year start date		Year end date
For the year from	**01/01/2025**	**To**	**31/12/2025**

Receipts and payments

	2024 Unrestricted funds £	2025 Unrestricted funds £
Payments		
Charitable Payments		

Youth programme and activities	5,618		6,170
Adult support and training	923		131
Ground Rent and Business Rates	232		394
Water and Sewerage	266		386
Energy Costs	932		1,087
Insurance	955		1,015
Building & Ground Maintenance	2,982		382
Activity Equipment	762		3,738
Premises maintenance - cleaning materials, other disposables.	557		347
Cleaning	2,380		3,142
Badges	1,134		1,658
Bank charges	60		66
Uniform	180		982
Misc - Ex-leader funeral flowers			25
Recycling bin collection	84		172
Land clearance at Gallops	600		
AGM & Rudgwick Day expenses	773		1,658
National Trust membership			63
Charitable donations			169
Minibus repair			2,226
Panto tickets			2790
Sub total	18,438		26,602
Fundraising expenses			
Detail 1			
Detail 2			
Detail 3			
Other fundraising costs			

Sub total		
Total Gross Expenditure	18,438	26,602
of which: Asset and investment purchases, etc.		
Total payments	18,438	26,602
Net of receipts/(payments)	3,193	1,628
Normal operational net receipts		
Cash funds this year end	41,536	39,110

Statement of assets and liabilities at the end of the year

	2024 Unrestricted funds £	2025 Unrestricted funds £
Cash funds		
Group Bank Current Account	5,174	4,687
Group Bank Savings Account	32,235	34,424
Scout Troop Current Account	3,643	3,735
Cub Pack Current Account	181	158
Beaver Colony Current Account	303	164
The Scout Association Short Term Investment Service		
Cash/Floats		146
Total cash funds	41,536	43,313
Other monetary assets		
Gift Aid receivable		
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		
Land and buildings		
Motor vehicles		
Scouting equipment, furniture etc	30,000	30,000
Other		
Sub total	30,000	30,000
Liabilities		
Accounts not yet paid		
Expenses incurred but not invoiced		
Subscriptions not yet paid		44
Loan - detail		
Other liabilities		
Sub total		

Contingent liabilities and future obligations

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

Signature	Print Name	
	Geoff Spooner	Chair
	Anne Cole.	Treasurer