

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

1st Highworth Scout Group

Other names the charity is known by

Registered charity number (if any)

3 0 5 9 2 9

HQ registration number

Charity's principal address

36 Bydemill Gardens

Highworth

Swindon

Postcode S N 6 7 B S

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	Mr P Kruse	Chair	
2	Mr A Martin	Secretary	
3	Mr T J Williams	Treasurer	
4	Mr S Mollart	Group Lead Volunteer	
5	Mrs C Mollart		
6	Mr D Roblin		
7	Mr K Skillet		
8	Mrs C L Pryce		
9	Mrs N Gregory		
10	Mrs L Dibble	Section Lead volunteer	
11	Mr G Rowlands	Section Lead volunteer	
12	Mrs J Dobson	Section Lead volunteer	
13	Mr T Kimmins	Section Lead volunteer	
14			
15			

Charity Commission

28 JUL 2025

Received

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
Independent Examiner	Mr K R White	3 Saxon Mill Chisledon Swindon
		SN6 0NP

Description of the charity's trusts

Type of governing document

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.

(e.g. trust deed, constitution)

How the charity is constituted

The Group is a trust established under its rules which are common to all Scouts.

(e.g. trust, association, company)

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, Secretary and Group Lead Volunteer and all the others named in the report and meets 8 or 9 times during the year. 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.

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

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

We continue to run 6 sections, 2 beaver colonies, 2 Cub Packs and 2 Scout Troops. The leader team remains strong with 31 in the team. Total youth membership has stayed stable at around 130 at the end of the year. We continue to manage our numbers to ensure there are spaces for those moving section. Following work on our waiting list we now have 60 from our catchment area, of which 28 are of the age to join now and a further 12 on our out of catchment area waiting list with 10 the right age to join now. All sections ran a full Programme of activities aimed at giving youngsters leadership skills, increased self reliance and the opportunity to gain skills that will be useful throughout their lives. In addition to the regular evening meetings we ran a number of camps and day activities. Notably we ran a Group Camp with 150 attendees, bringing all sections, and parents of the younger children, together for a very successful activity weekend. During the year we gained our first paddleboarding permit, and increased the number of archery and rafting permits which improves our ability to offer adventurous activities. We ran archery, kayaking, paddleboarding and rafting sessions and used external providers for climbing (indoor and on natural cliffs) caving and tomahawk throwing. We hope to increase the number of permit holders, particularly in paddleboarding. The main part of the Scout Association's transformation programme was introduced during the year with changes to roles, job titles, responsibilities, training and structures alongside a brand new management system. This continues to present a few challenges and it is taking time and effort to understand and adapt to the new way of working. During the next year the Group Lead Volunteer will be leaving the role. Work is underway to find a replacement. Until that has happened, the Group Leadership Team, made up of the Section Team Leaders, will pick up the majority of the work to ensure the group continues to run successfully. The "uniformed" side of the group continues to be very well supported by the trustee Board who provide valuable guidance and expertise. As well as providing governance, the members of the trustee board also assist the group in other ways, by leading on Hall maintenance and fund raising.

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

The Group has continued to provide a range of diverse and exciting events and meeting for beavers, cubs and scouts, This is at the heart of what we are here to do, in line with the Scout Association's mission to engage and support young people in their personal development, empowering them to make a positive contribution to society. Last year the Group held a Group camp that enabled all of the Sections to come together and was a great success. The Group has invested in the provision of equipment and training to continue to provide activities to the Sections, such as paddleboarding. In addition, the Group has invested in maintaining the high standard of the facilities we have, to ensure the safety of all participants in the Group with the replacement of a number of doors to the Scout Hut. We plan to support the Sections by maintaining and investing in volunteer training, equipment and facilities next year. This year marks the end of our Group Lead Volunteer (GLV), Steve Mollart's tenure in the position at 1st Highworth Scout Group. It would be remiss not to recognise the huge contribution that Steve has made during nearly 40 years, with his guiding hand supporting across the entirety of the Group. This does mean that we are looking for a new GLV, however the Group is in a strong position with a great Section leader team and Trustee board, along with the support of the District I have no doubt that we will navigate the next part of our journey and continue to deliver excellent scouting in Highworth.

Brief statement of the charity's policy on reserves

Income for 2024/5 at £37,568 was up by £5,810 on the previous year and expenses at £37,264 were £14,193 higher than 2023/4 with Goup camp, a new gas boiler and repairs to our boundary wall being the main increases.

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 and emergency repairs of £10,000 in total around £20,000.

The Group held Excess reserves of approximately £22,723 at year end. Some of these funds have already been earmarked for new firedoors Storage space at Cotswold Sailing Club as well as £10000 towards a replacement mini bus.

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)

The Scout Association continues to implement its Transformation Programme to develop Scouting and make a greater connection with and between volunteers. There are a number of issues with the new online system which means more time is being spent on working through these ongoing problems.


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)

FRED JONES WILLIAMS PAUL KUSE

Position (eg Secretary, Chair)

TREASURER CHAIR

Date

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1st Highworth Scout Group

Receipts and Payments Account

Year start date

Year end date

For the year from	01-Apr-24	To	31-Mar-25
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Receipts and payments

	2024/25	2023/24
	Unrestricted funds	Unrestricted funds
	£	£
Receipts		
Donations, legacies and similar income		
Membership subscriptions	18,603.00	17,970.00
Less: Membership subscriptions paid on	6,519.00	5,779.00
Net membership subscriptions retained	12,084.00	12,191.00
Donations	3,540.00	1,040.00
Mini bus	2,746.00	2,120.00
Gift Aid	3,804.00	3,522.00
Other similar income	237.00	561.00
Sub total	22,411.00	19,434.00
Grants		
Maintenance grant	0.00	0.00
Other grants from Swindon Borough Council		
Sub total	0.00	0.00
Fund-raising (gross)		
Scout post	2,258.00	2,192.00
Other	1,241.00	1,499.00
Activities/Events/Camps	11,267.00	8,252.00
International Activities		
Group Closure		
Sub total	14,766.00	11,943.00
Investment income		
Bank interest	0.00	0.00
COIF		
The Scout Association Short Term Investment	0.00	0.00
Property Rent income	0.00	0.00
Other investment income	391.00	381.00
Sub total	391.00	381.00
Total Gross Income	37,568.00	31,758.00
Asset and investment sales, etc.	0.00	0.00
Total receipts	37,568.00	31,758.00

1st Highworth Scout Group

Receipts and Payments Account

Year start date

Year end date

For the year from	01-Apr-24	To	31-Mar-25
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Receipts and payments

	2024/25	2023/24
	Unrestricted funds	Unrestricted funds
	£	£
Payments		
Charitable Payments		
Water costs	235.00	253.00
Electricity & gas	1,551.00	2,950.00
Insurance	1,431.00	1,307.00
Mini bus	3,144.00	4,020.00
Repairs and Renewals	8,887.00	1,258.00
Materials and equipment	4,336.00	2,837.00
Internet costs	710.00	734.00
Uniforms/Training	617.00	222.00
AGM and trustee expenses		
International Events		800.00
Group expenses	3,494.00	2,348.00
Other	166.00	50.00
Grants		
Sub total	24,571.00	16,779.00
Fund-raising expenses		
Christmas post	881.00	830.00
Activities/Camps	11,777.00	5,411.00
Other fund-raising costs	35.00	51.00
Sub total	12,693.00	6,292.00
Total Gross Expenditure	37,264.00	23,071.00
Asset and investment purchases, etc.		
Total payments	37,264.00	23,071.00
Net of receipts/(payments)	304.00	8,687.00
Cash funds last year end	42,419.00	33,732.00
Cash funds this year end	42,723.00	42,419.00

1st Highworth Scout Group

Receipts and Payments Account

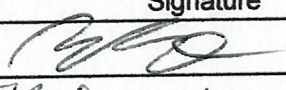
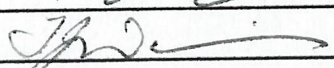
For the year from	01-Apr-24	To	31-Mar-25
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Statement of assets and liabilities at the end of the year

	2024/25	2023/24
	Unrestricted funds	Unrestricted funds
	£	£
Cash funds		
Bank current account	11,075.00	26,162.00
Bank deposit account		
United Trust 1 year bond	31,648.00	16,257.00
The Scout Association Short Term Investment	0.00	0.00
Cash/Floats		0.00
Total cash funds	42,723.00	42,419.00
Other monetary assets		
Tax claim	0.00	0.00
Debts due to the District	0.00	0.00
Insurance claim	0.00	0.00
Sub total	0.00	0.00
Investment assets		
Other investments - detail	0.00	0.00
Sub total	0.00	0.00
Non monetary assets for charity's own use		
Badge stock	0.00	0.00
Scout Shop stock	0.00	0.00
Scout post	0.00	0.00
Land and buildings	0.00	0.00
Scouting equipment, furniture etc	0.00	0.00
Sub total	0.00	0.00
Liabilities		
Accounts not yet paid	0.00	0.00
Expenses incurred but not invoiced	0.00	0.00
Subscriptions not yet paid	0.00	0.00
Loan - detail	0.00	0.00
Sub total	0.00	0.00

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

Signature

Print Name

P. KRUSE	Chairman
T.S. WILLIAMS	Treasurer

Independent examiner's report to the trustees of 1st Highworth Scout Group.

I report to the trustees on my examination of the accounts of the 1st Highworth Scout Group for the year ended 31st March 2025

Responsibilities and basis of report

As the charity trustees of the 1st Highworth 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 1st Highworth 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 1st Highworth 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:

K White

Name:

KEN WHITE

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

FCCA

Address:

3, SAXON MILL
CHISELDON

Date:

SWINDON
SN4 0NP.

25/5/25