

# Trustees' Annual Report

For the period

From (start date) 

0	1	0	4	2	3
---	---	---	---	---	---

 to end date 

3	1	0	3	2	4
---	---	---	---	---	---

**Section A Reference and administration details**

Charity name 

1st Wroughton Scout Group
---------------------------

Other names the charity is known by

Registered charity number (if any) 

3	0	5	9	4	5
---	---	---	---	---	---

HQ registration number 

--	--	--	--	--	--	--	--

Charity's principal address 

HQ Weirside Ave					
Wroughton					
Swindon					
Postcode	S	N	4		9 A L

**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	William Smith	Group Chair	
2	Ross McLee	Scout Leader	
3	Robert Graves	Beaver Leader	
4	Ben Jenkinson	Group Treasurer	
5	Roderick Tatem	Group Secretary	
6	Jamie McRobie	Scout Leader	
7	Hilary Bather	Group Scout Leader	
8	Chris Redman	Cubs Leader	
9			
10			
11			
12			
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

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

The Trustees are appointed in accordance with the Policy, Organisation and Rules of The Scout Association.

(e.g. appointed by, elected by)

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 Executive Committee, 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 Committee 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 every 3 - 4 months.

Members of the Executive Committee complete '*Essential Information for Executive Committee*' training within the first 5 months of joining the committee.

This Group Executive Committee 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.

**Section B**

**Structure, governance and management (continued)**

**Risk and Internal Control**

The Group Executive Committee 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:

GDPR - New legislation on data protection. The group uses Online Scout Manager as a mechanism to ensure data security and parent permissions. All paper copies of child and parent details are no longer held. Any electronic versions are kept to a minimum.

Condition of the building, property and equipment. Yearly

reviews of the property are carried out to ensure safe for all that use the Hall, this involves both internal safety checks and also where necessary experts to assess - such as asbestos roof. All recommendations are discussed and remedied at the groups committee meetings. 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. Separate insurance is also held at a group level.

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.

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 6 to 14. 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

Section C	Objectives and activities
Summary of the objects of the charity set out in its governing document	<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-</p>

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

All Sections regularly undertake a variety of adventurous and fun activities such as camping, hiking, axe throwing, cycling, outdoor fire safety, PGL, rockets, scrapheap challenge, cookery, orienteering and shooting. Other activities within Sections include young people working on personal progress and badge work activities with the support and encouragement of the Leaders and adult helpers.

Additional details of the objectives and activities (optional information but encouraged as best practice)

Contribution made by volunteers;

1st Wroughton is entirely run by volunteers who freely give their time, effort and expertise to ensure our young people enjoy the very best that Scouting can offer. We are truly grateful for everything our Leaders, Young Leaders, helpers and Executive Members do to make this possible.

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

During the year 1st Wroughton has run a full schedule of activities across every Section. This includes multiple camps and hikes, arranging a regional shooting competition and various activities helping out in the community.

**Section E**

**Financial Review**

Brief statement of the charity's policy on reserves

**Reserves Policy**

Quantify and explain any designations

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 Executive Committee considers that the group should hold a sum equivalent to 4 months running costs, circa £8k

The Group held reserves of approximately £175,000 against this at year end. This is well above the level required for operating expenses. However this can be explained by a significant savings amount being retained for potential investment into a new premises for the Group.

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);

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

- investment policy and objectives;

#### Investment Policy

Although the Group has sufficient funds to invest in longer term investments, due to plans to build or invest in new premises, the group has agreed to adopted a risk averse strategy to the investment of its funds. All funds are held in cash using only mainstream banks or building societies.

The Group Executive 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. The Group Executive considers the cash flow requirements prior to any withdrawals. Investment accounts have ceased with the group and will be reassessed once the premise decision has been made.

The Group Executive has voted to use a new banking provider following the introduction of monthly charges by the existing provider. The Group is currently in the process of moving funds to the new provider, having currently moved only the main business account. This account is now in regular use. A new savings account has been opened for the reserves and premises funds, although this money has not

## Section F

## Other Optional Information

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

We are still working towards either improving the existing Scout Hall or finding an alternative venue that will enable the Group to continue providing Scouting for our young people.

The trustees declare that they have approved the trustees' report above

Signed on behalf of the charity's trustees

Signature(s)

	
---	--

Full name(s)

Ben Jankinson	Hilary Bather
---------------	---------------

Position (eg Secretary, Chair)

Treasurer	Group Scout Leader
-----------	--------------------

Date

2	2	0	1	2	5
---	---	---	---	---	---

# 1st Wroughton Scout Group Receipts and Payments Account

Year start date

Year end date

For the year from	2023	To	2024
-------------------	------	----	------

## Receipts and payments

	2023/24			2022/23	
	Unrestricted funds £	Restricted funds £	Endowment funds £	Total funds £	Total funds £
<b>Receipts</b>					
<b>Donations, legacies and similar income</b>					
Membership subscriptions	21,075	-	-	21,075	22,036
Less: Membership subscriptions paid on <small>(National/County/Area/District) enter figures with a minus sign</small>	- 4,500	-	-	- 4,500	- 4,429
<b>Net membership subscriptions retained</b>	<b>16,575</b>	<b>-</b>	<b>-</b>	<b>16,575</b>	<b>17,607</b>
Donations	1	-	-	1	5,250
Legacies	-	-	-	-	-
Gift Aid	7,774	-	-	7,774	-
Additional activities Income	11,764	-	-	11,764	12,164
<b>Sub total</b>	<b>36,115</b>	<b>-</b>	<b>-</b>	<b>36,115</b>	<b>35,021</b>
<b>Grants</b>					
Maintenance grant	-	-	-	-	-
Other grants	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Fundraising (gross)</b>					
Wroughton Carnival	510	-	-	510	540
Scout post	2,290	-	-	2,290	2,425
Fire work display	304	-	-	304	213
Other fundraising activities	580	-	-	580	60
<b>Sub total</b>	<b>3,684</b>	<b>-</b>	<b>-</b>	<b>3,684</b>	<b>3,237</b>
<b>Investment income</b>					
Bank interest	2,449	-	-	2,449	540
Building Society interest	-	-	-	-	-
The Scout Association Short Term Investment Service	-	-	-	-	-
Property Rent income	468	-	-	468	1,338
Other investment income	-	-	-	-	-
<b>Sub total</b>	<b>2,917</b>	<b>-</b>	<b>-</b>	<b>2,917</b>	<b>1,878</b>
<b>Total Gross Income</b>	<b>42,715</b>	<b>-</b>	<b>-</b>	<b>42,715</b>	<b>40,137</b>
<b>Asset and investment sales, etc.</b>	-	-	-	-	-
<b>Total receipts</b>	<b>42,715</b>	<b>-</b>	<b>-</b>	<b>42,715</b>	<b>40,137</b>

# 1st Wroughton Scout Group Receipts and Payments Account

Year start date

Year end date

For the year from	2023	To	2024
-------------------	------	----	------

## Receipts and payments



	2023/24			2022/23	
	Unrestricted funds £	Restricted funds £	Endowment funds £	Total funds £	Total funds £
<b>Payments</b>					
<b>Charitable Payments</b>					
Youth programme and activities	21,781	-	-	21,781	14,965
Adult support and training	-	-	-	-	390
Rent	492	-	-	492	492
Water and Sewerage	10	-	-	10	626
Electricity and Gas	1,637	-	-	1,637	1,398
Insurance	1,033	-	-	1,033	922
Repairs and Renewals	4,666	-	-	4,666	1,500
Materials and equipment	-	-	-	-	-
Printing and photocopying	-	-	-	-	-
Contribution to camp costs	-	-	-	-	-
Uniforms	580	-	-	580	811
AGM and trustee expenses	-	-	-	-	-
Internet	548	-	-	548	476
Rifle shooting	-	-	-	-	-
Group	2,259	-	-	2,259	3,020
<b>Sub total</b>	<b>33,006</b>	<b>-</b>	<b>-</b>	<b>33,006</b>	<b>24,601</b>
<b>Fundraising expenses</b>					
Carnival	-	-	-	-	15
Scout post	885	-	-	885	981
Detail 3	-	-	-	-	-
Other fundraising costs	-	-	-	-	-
<b>Sub total</b>	<b>885</b>	<b>-</b>	<b>-</b>	<b>885</b>	<b>996</b>
<b>Total Gross Expenditure</b>	<b>33,891</b>	<b>-</b>	<b>-</b>	<b>33,891</b>	<b>25,596</b>
<b>Asset and investment purchases, etc.</b>	1,104	-	-	1,104	1,660
<b>Total payments</b>	<b>34,995</b>	<b>-</b>	<b>-</b>	<b>34,995</b>	<b>27,257</b>
<b>Net of receipts/(payments)</b>	<b>7,720</b>	<b>-</b>	<b>-</b>	<b>7,720</b>	<b>12,880</b>
<b>Transfers between funds</b>	-	-	-	-	-
<b>Cash funds last year end</b>	-	-	-	-	-
<b>Cash funds this year end</b>	<b>7,720</b>	<b>-</b>	<b>-</b>	<b>7,720</b>	<b>12,880</b>

# Statement of assets and liabilities at the end of the year

	2023/24			31st March 2023	
	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Total funds
	£	£	£	£	£
<b>Cash funds</b>					
Bank current account	5,904		-	5,904	34,446
Bank deposit account	157,418	20,000	-	177,418	141,157
Building society account	-	-	-	-	-
The Scout Association Short Term Investment Service	-	-	-	-	-
Cash/Floats	96	-	-	96	96
<b>Total cash funds</b>	<b>163,418</b>	<b>20,000</b>	<b>-</b>	<b>183,418</b>	<b>175,698</b>
<b>Other monetary assets</b>					
Tax claim	-	-	-	-	-
Debts due from the County/Area/District/Group	-	-	-	-	-
Insurance claim	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</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>-</b>	<b>-</b>	<b>-</b>
<b>Non monetary assets for charity's own use</b>					
Badge stock	1,500	-	-	1,500	1,500
Shop stock	-	-	-	-	-
Other stock	-	-	-	-	-
Land and buildings	-	-	-	-	-
Motor vehicles	-	-	-	-	-
Scouting equipment, furniture etc	9,085	-	-	9,085	7,981
Other	-	-	-	-	-
<b>Sub total</b>	<b>10,585</b>	<b>-</b>	<b>-</b>	<b>10,585</b>	<b>9,481</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>	<b>-</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 20th November 2024 and signed on their behalf by

Signature	Print Name
	Ben Jankinson
	Hilary Bather

## **Scrutineer's Report to the Trustees of 1<sup>st</sup> Wroughton Scout Group**

I report on the accounts of for the year ended 31<sup>st</sup> March 2024

### **Respective responsibilities of Trustees and Scrutineer**

As the charity's trustees you are responsible for the operation of the charity, keeping records and preparation of the accounts; you consider that regulation permits a scrutiny to be undertaken without the requirement of an audit. It is my responsibility, without carrying out an audit, to scrutinise the accounts and to report to you.

### **Basis of Scrutineer's Statement**

In accordance with the directions given in the charity's constitution, I have scrutinised the records held by the treasurer and the statement of accounts set out on pages 1 to 3

### **Scrutineer's Statement**

In my opinion the accounts are in accordance with the records provided and comply with the constitution.

Name CHARLOTTE CHAMBERS

Address 1 LANCASTER ROAD, WROUGHTON,  
SWINDON. SN4 9HJ

Signature 

Date 22.01.25