

Trustees' Annual Report

For the period

From (start date)

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 to end date

3	1	0	3	2	4
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Section A	Reference and administration details
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Charity name	1st Holmes Chapel Scout											
Other names the charity is known by	HCSG											
Registered charity number (if any)	<table border="1" style="display: inline-table; border-collapse: collapse;"><tr><td style="padding: 2px 5px;">5</td><td style="padding: 2px 5px;">0</td><td style="padding: 2px 5px;">6</td><td style="padding: 2px 5px;">0</td><td style="padding: 2px 5px;">9</td><td style="padding: 2px 5px;">3</td></tr></table>	5	0	6	0	9	3					
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HQ registration number	<table border="1" style="display: inline-table; border-collapse: collapse;"><tr><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td></tr></table>											
Charity's principal address	<table style="width: 100%; border-collapse: collapse;"> <tr><td style="padding: 5px;">Holmes Chapel Scout Building</td></tr> <tr><td style="padding: 5px;">Parkway</td></tr> <tr><td style="padding: 5px;">Holmes Chapel, Cheshire</td></tr> <tr><td style="padding: 5px; text-align: center;"> <table border="1" style="display: inline-table; border-collapse: collapse;"><tr><td style="padding: 2px 5px;">Postcode</td><td style="padding: 2px 5px;">C</td><td style="padding: 2px 5px;">W</td><td style="padding: 2px 5px;">4</td><td style="padding: 2px 5px;">7</td><td style="padding: 2px 5px;">B</td><td style="padding: 2px 5px;">A</td></tr></table> </td></tr> </table>	Holmes Chapel Scout Building	Parkway	Holmes Chapel, Cheshire	<table border="1" style="display: inline-table; border-collapse: collapse;"><tr><td style="padding: 2px 5px;">Postcode</td><td style="padding: 2px 5px;">C</td><td style="padding: 2px 5px;">W</td><td style="padding: 2px 5px;">4</td><td style="padding: 2px 5px;">7</td><td style="padding: 2px 5px;">B</td><td style="padding: 2px 5px;">A</td></tr></table>	Postcode	C	W	4	7	B	A
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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	Kate Brock	Secretary	01/04/23 - 30/07/23
2	Katherine Horne	Secretary	04/07/23 - 31/03/24
3	Rebecca Mallon	Treasurer	01/04/23 - 01/11/23
4	Rebecca Hughes	Treasurer	01/11/23 - 31/03/24
5	Alan MacDonald	Trustee	
6	Anne Bishop	Chair	
7	Joanne Gregory	Trustee / GSL	
8	Julie Wall	Trustee	01/04/23 - 30/07/23
9	Neil Bishop	Trustee	

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

(e.g. trust deed, constitution)

The Group' governing documents are those of the The Scout Association. They consist of a Royal Charter, which in turn gives authority to the Bye Laws of the Association and The Policy, Organisation and Rules of The Scout Association.

How the charity is constituted

(e.g. trust, association, company)

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:

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 month.

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;
- Assisting in the recruitment of leaders and other adult support;
- Appointing any sub committees that may be required;
- Appointing Group Administrators and Advisors other than those who are elected.

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:

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 or building hire. The Group is primarily reliant upon income from hiring the building, 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 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.

Risk and Internal Controls

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	<p>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.</p> <p>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.</p> <p>The Scout Method Scouting takes place when young people, in partnership with adults, work together based on the values of Scouting</p>
Summary of the main activities in relation to these objects	<p>They learn by:</p> <p>Take part in activities indoors and outdoors Learn by doing and enjoy what they are doing Take responsibility and make choices Undertake new and challenging activities Make and live by their Promise Share in spiritual reflection</p>
Public benefit statement	<p>The Group meets the Charity Commission's public benefit criteria under both the advancement of education and the advancement of citizenship or community development headings.</p>
Section D	Achievements and performance
Summary of the main achievements of the charity during the year	<p>Back to full scouting with activities within HQ and externally. Camps and events run for all sections, including overnights.</p>
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, with a further provision for maintenance on the building. The Group Executive Committee considers that the group should hold a sum equivalent to 6 months running costs, circa £10,000.

It is the continuing aim of the group to maintain sufficient funds in readily available accounts to meet short to medium term operational costs, including a reasonable provision for any possible major repairs needed to the HQ building as it becomes older and more maintenance is required. Longer term projects are planned to improve facilities and specific fund raising activities are undertaken where necessary to meet the costs of these with some grants available.

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

None - healthy reserves held

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 has adopted a low risk strategy to the investment of its funds. All funds are held in cash using only mainstream banks or building societies.

Section F Other Optional Information

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

Other information is given on the attached reports from the Chairperson and Group Scout Leader (GSL)

Section G Declaration

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

Signed on behalf of the charity's trustees

Signature(s)	<i>Rebecca Hughes</i>	
Full name(s)	Rebecca Hughes	
Position (eg Secretary, Chair)	Treasurer	
Date	3	0
	1	2
	2	4

BEAVERS cubs SCOUTS

Join the Adventure
<http://HolmesChapelScoutGroup.co.uk>
GSL@HolmesChapelScouts.org.uk
Charity Number: 506093

Scouts 
1st Holmes Chapel

1st Holmes Chapel Scout Group

Group Scout Council

Annual General Meeting – Minutes 24/09/24

1. Welcome and introductions

Group Scout Leader Jo Gregory opened the AGM by welcoming parents, scout leaders and our scouts, cubs, beavers and squirrels. A special warm welcome was extended to our guests for the evening – Canon Rob McLaren.

2. Apologies and absence:

Apologies were received from Minister Anna Carrington, Mrs Fiona Gresty, Headteacher, Holmes Chapel Primary School and Mrs Helen Ross, Hermitage Primary School, Suzie Gregory, Anne Bishop and Neil Bishop.

3. Governance topics:

a) Approval of Minutes of the AGM held on 4th July 2023. Minutes from last year's AGM were approved with no objections from the AGM attendees.

b) Adopt the model constitution from Policy, Organisation and Rules (POR). Jo Gregory explained the Scout's model constitution and proposed the adoption of the model constitution. The proposal received no objections, and the attendees were happy to accept the POR.

c) Confirm the Scout Group's financial year. Jo Gregory confirmed the group's financial year runs from 1st April 2023 to 31st March 2024.

d) Approve appointed and community members of the Group Scout Council. Jo confirmed that the Scout Group does not currently have any community members, just leaders of the groups and parents. Therefore, no community members to appoint.

e) Agree the number of members that may be appointed to the Trustee Board. The Scout Group currently have an adequate number of trustees and are not currently looking to

increase this number. There is however a vacancy for the position of Chair and any parents interested in the role should speak to a leader/trustee board for more information. Jo announced the retirement of Alan McDonald who announced that he is stepping down from his role after 16 years in the role. Special thanks to Alan!

f) Agree the quorum for the future meetings of the Group Scout Council – Proposal to set the quorum to 10 for future meetings. The AGM received no objections to this proposal.

4. Review of the previous year:

a) The Group Lead Volunteer's review of Scouts in the Holmes Chapel Scout Group. Jo delivered the following update on the past year:

Time goes so fast when you're busy, and the whole Scout group has been so busy this year. The time has flown!

Scouting is about giving our young members skills for life, in a fun and engaging way. We are now in the privileged position of being able to start that journey at age 4, with our Squirrel Scouts.

All our sections have offered a wide variety of opportunities to our members over the last 12 months. Beavers, Cubs and Scouts have all offered multiple residential opportunities - from chill out times in our own hq, to Harry Potter experiences, participation in national air rifle shooting camps through to participation in the. Local District camp at Tattoo Park. At District camp everyone (even our Squirrels) got stuck into a wide range of adventurous activities, on land and water! Overnight activities are critical for allowing everyone to develop confidence and self-care skills and catapult Scouts through their award requirements!

Across the group, membership numbers have increased, from 108 last year, to 143 this year - but our waiting list still grows faster. We are also on the point of launching our second Squirrel Scout Drey in response to the favourable feedback.

We have also launched our ambitious project to celebrate the group's 100th anniversary in 2026. Our older members have been invited to visit the World Scout Centre at Kandersteg, Switzerland and will stop off at Disneyland Paris where we hope our younger members will join us!

All sections also give thought to our local communities with the expectation that we are all valuable local citizens. Thanks to local fire fighters, most sections have got to know about the fire service and fire safety (essential to an organisation so fixated on campfires!), but Beavers have raised money for the air ambulance but climbing the equivalent of helicopter hover distance on our climbing wall, all sections are seen poppy selling each year and we regularly make donations to local food banks.

None of this would be possible without our tremendous team of adult volunteers. Our core leadership team has expanded massively in this last 12months, but they are also supported

by our fantastic Scout Active Support Unit - a group of adults that help out on certain events and activities. Between our leaders and Scout Active Support members, we also have extra nights away permit holders, leaders with mountain biking permits, air rifle and archery permits and a good upcoming group of climbers! This all makes offering these activities easier.

Finally, we are thrilled to have had Awards for Merit presented this year to 3 of our adult leaders for their exceptional service. Anne and Neil Bishop have been involved in the group for several years in various roles but have been involved in Scouting in other areas over many years. Alan Jackson is currently one of our Scout Active Support Unit members and supports in climbing and air rifle training and activities. A massive congratulations to them, and a huge thank you to the whole team for your time and effort!

b) Receive and consider the Annual Report of the Group Trustee board, including the annual statement of the Accounts. The treasurer provided a summary of the annual statement of the accounts. Increased income for this year, however this was offset by an increased spend on building maintenance and security. The AGM attendees received and considered the annual report with no objections being made.

5. Making appointments:

No appointments to be made this AGM, treasurer is still in post at the time of the AGM however proposal to identify an alternative scrutineer/auditor to support the Treasurer to audit the annual statement of accounts.

5. Presentations:

A slide show was played to the AGM attendees to demonstrate the various activities the 1st Holmes Chapel Scout Group had been involved with including a celebration of those who had received awards over the last year.

6. Close + Thank you:

Jo Gregory closed the AGM with a final thank you to all those that have helped to make the last year such a success. Attendees were invited to join the group for drinks and sausages.

AGM Accounts Summary 2023/24

	23/24	22/23	Difference
<u>Income</u>			
<i>Other Income</i>	16,480	13,881	2,599
<i>Subscription Income</i>	15,560	7,500	8,060
<i>Donations/Grants</i>	1,129	1,848	-719
<i>Fundraising from Events</i>	2,835	2,499	336
<i>HMRC-Giftaid</i>	1,868	1,635	233
<i>Bank Interest Received</i>	1,148	-250	1,398
Total Net Income	39,020	27,113	
<u>Expenses</u>			
<i>Badge Shop/Uniform exps</i>	1,852	1,695	157
<i>Capitation due to the District</i>	7,794	5,668	2,126
<i>Group activities & Events</i>	3,365	1,018	2,347
<i>Bank Charges</i>	104	99	5
<i>GoCardless & SumUpCharges</i>	894	661	233
<i>HQ & Equipment</i>	22,417	15,935	6,482
<i>Capital purchases</i>	0	0	0
Total Net Expenses	36,426	25,076	
NETINCOME/EXPENDITURE(£)	<u>2,594</u>	<u>2,037</u>	
<u>Reserves</u>			
<i>Current account</i>	9,867		
<i>Money Master account</i>	67,768		
<i>Reserves Total</i>	77,635		

Presented herewith are the accounts of 1st Holmes Chapel Scouts.

Prepared by treasurer Rebecca Hughes

1st Holmes Chapel Scout Group Receipts and Payments Account

Year start date

Year end date

For the year from	1-Apr-23	To	31-Mar-24
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Receipts and payments

	2023/24	2022/23
	Unrestricted funds	Unrestricted funds
	£	£
Receipts		
Donations, legacies and similar income		
Membership subscriptions	15,560	11,802
Less: Membership subscriptions paid on (National/County/Area/District)	(7,794)	(5,668)
Net membership subscriptions retained	7,767	6,134
Donations	1,101	1,848
Legacies	0	0
Gift Aid	1,868	1,635
Other similar income	0	0
Sub total	10,735	9,618
Grants		
Maintenence grant	0	0
Other grants	0	0
Sub total	0	0
Fundraising (gross)		
Group Fundraising	2,835	2,469
Contributions to activities & camps	12,152	9,076
Kandersteg 2020 (Trip with other Scout Groups we collected the funds)	0	0
Other fundraising activities	0	(187)
Sub total	14,987	11,358
Investment income		
Bank interest	1,148	250
Building Society interest	0	0
The Scout Association Short Term Investment Service	0	0
Property Rent income	15,332	13,881
Other investment income	0	0
Sub total	16,480	14,131
Total Gross Income	42,202	35,107
Asset and investment sales, etc.	0	0
Total receipts	42,202	35,107

1st Holmes Chapel Scout Group Receipts and Payments Account

Year start date

Year end date

For the year from	1-Apr-23	To	31-Mar-24
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Receipts and payments

	2023/24	2022/23
	Unrestricted funds	Unrestricted funds
	£	£
Payments		
Charitable Payments		
Youth programme and activities inc Camps	14,828	9,013
Badges & Uniforms	1,963	1,577
Climbing Wall & Shooting range running Expenses	700	285
Minibus running expenses	2,365	1,200
HQ Expenses - Premises	0	0
Light & Heat	6,959	6,551
Cleaning	3,866	3,566
Insurance	2,167	2,162
Water Rates	449	232
Telephone/broadband	315	278
General maintenance	0	0
Repairs & renewals - premises	4,088	1,275
Repairs & renewals - equipment	735	193
HQ - Building works		
AGM and trustee expenses	80	0
Meeting and other operating expenses	285	260
Training costs	0	100
Bank charges - Go cardless	999	760
Sub total	39,798	27,454
Fundraising expenses		
Group Fundraising	0	0
Detail 2	0	0
Detail 3	0	0
Other fundraising costs	688	667
Sub total	688	667
Total Gross Expenditure	40,486	28,121
Asset and investment purchases, etc.	0	2,100
Movement in Debtors & Creditors	(2,288)	(776)
Total payments	38,198	29,445
Net of receipts/(payments)	4,004	5,662
Cash funds last year end	73,998	68,336
Cash funds this year end	78,002	73,998

Statement of assets and liabilities at the end of the year

	1-Apr-23	31-Mar-24
	Unrestricted funds £	Unrestricted funds £
Cash funds		
Bank current account	9,867	7,119
Bank deposit account	67,768	66,620
Building society account	0	0
The Scout Association Short Term Investment Service	0	0
Cash/Floats	368	259
Total cash funds	78,002	73,998
Other monetary assets		
Gift Aid Tax claim - 22/23	1,700	1,867
Gift Aid Tax claim - prior years	0	0
Debts due from the County/Area/District/Group	0	0
Trade Debtors & Go Cardless monies	471	255
Sub total	2,171	2,122
Investment assets		
Investment property - detail	0	0
Quoted investments	0	0
Other investments - detail	0	0
Sub total	0	0
Non monetary assets for charity's own use		
Badge stock - n/a	0	0
Shop stock - n/a	0	0
Other stock - n/a	0	0
Land and buildings - acquired by donation (valuation for insurance)	425,764	425,764
Motor vehicle 1 second hand minibus & Van	18,100	18,100
Scouting equipment, furniture etc - value for insurance	40,818	40,818
Other WIFI system at HQ & new front door	5,687	5,687
Sub total	490,369	490,369
Liabilities		
Accounts not yet paid	3,598	1,094
Expenses incurred but not invoiced	0	0
Subscriptions not yet paid	0	0
Kandersteg 2020 - funds due to be paid out	0	0
Other liabilities	0	0
Sub total	3,598	1,094

Contingent liabilities and future obligations

The above receipts and payments account and statement of assets and liabilities were approved by the Trustees on 24th September 2024 (the date of the Executive Committee meeting that approved the accounts) and signed on their behalf by

Signature

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Print Name

Rebecca Hughes

Treasurer

Independent examiner's report to the trustees of 1st Holmes Chapel Scout Group. (Charity Number 506093)

I report to the trustees on my examination of the accounts of the 1st Holmes Chapel Scout Group for the year ended 31st March 2024.

Responsibilities and basis of report

As the charity trustees of the 1st Holmes Chapel 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 Holmes Chapel 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 Holmes Chapel Scout Group as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view which is not a matter considered as part of an independent examination.

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: Susan Rebecca Mallon ACMA

Relevant professional qualification or membership of professional bodies (if any): Finance Director and member of the Chartered Institute of Management Accountants.

Address: 1 Long Croft Close, Holmes Chapel, CW4 7PU

Date: 26/01/2025