

Trustees' Annual Report

For the period

From (start date)

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 to end date

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Section A Reference and administration details

Charity name

22nd Burton on Trent (St Marks) Scout Group																																																	
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Other names the charity is known by

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Registered charity number (if any)

5	1	0	7	6	3
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HQ registration number

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Charity's principal address

22nd Burton on Trent (St Marks) Scout Group																																																	
Church Hill Street																																																	
Winshill																																																	
Postcode	D	E	1	5	0	H	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	Jordan Mann		
2	Rob Kay		
3	Jeanie Mann		
4	Keith Mann		
5	Shannon Statham		20/03/2025 - 31/03/2025
6	Christina Hakes		01/04/2024 - 13/09/2024
7			
8			
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

(e.g. trust deed, constitution)

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.

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 the Chair, Treasurer and 3 Trustees (including 1 Ex Officio Trustees) and meets every 2 months.

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-

Section B**Structure, governance and management (continued)****Risk and Internal Control (Specimen 1)**

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.

Risk and Internal Control (Specimen 2)

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
<p>Summary of the objects of the charity set out in its governing document</p>	<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 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.</p>
<p>Summary of the main activities in relation to these objects</p>	<p>The charity delivers the Scout programme to young people through regular meetings, outdoor activities, skills development, and community engagement. Activities are designed to support personal development, build confidence, and encourage teamwork, leadership, and responsibility. Young people take part in practical, hands-on learning experiences, including adventurous activities, community service, and reflective opportunities aligned with the Scout Promise and values. Adult volunteers support and</p>

mentor young people to help them make positive choices, develop respect for others, care for their community and environment, and contribute positively to society.

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

During the year, the charity completed a major building renovation project to improve accessibility, safety, and usability for young people and the wider community. Improvements included step-free access, new fire doors, modern toilet facilities, a new upstairs meeting room, enhanced kitchen and cloakroom facilities, additional storage, restored original parquet flooring, and cosmetic upgrades, creating a safer, more welcoming space for all users.

The charity continued to deliver a strong Scouting programme, awarding over 477 badges and providing more than 54 nights away, including a successful Group Camp. In September 2024, a new Squirrel Drey was opened, expanding provision for younger children. Progress was also made towards re-establishing District Explorer opportunities.

Volunteer recruitment remained a focus, with more adults taking on flexible, task-based roles. The charity continued its commitment to reaching more young people in Winshill and supporting their personal development through Scouting.

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 6 months running costs, circa £5000

The Group held reserves of approximately £5000 against this at year end. This is above the level required for operating expenses.

Quantify and explain any designations

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

Further financial review details (optional information)

- investment policy and objectives;

Investment Policy (Specimen 2)

The Group does not have sufficient funds to invest in longer term investments. The Group has therefore adopted a risk averse 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)

The charity plans to deliver phase 2 of its building redevelopment, including the completion of a new meeting room, improved storage facilities, a multi-use studio space, and essential roof repairs. These improvements will further enhance accessibility, safety, and capacity for both Scouting activities and wider community use.

The charity will continue to focus on the growth of young people, increasing participation across sections to provide more young people with access to high-quality Scouting activities that support personal development, skills, and wellbeing.

In addition, the charity aims to further develop the Scout Hut as a community hub for Winshill, expanding opportunities for community groups, events, and partnerships, and ensuring the facilities are used to deliver wider public benefit beyond

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>Jordan Mann</i>	 <small>Shannon Statham (Jan 30, 2026 14:34:55 GMT)</small>
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Full name(s)

Jordan Mann	Shannon Statham
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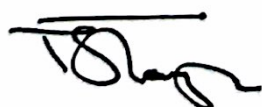
Position (eg Secretary, Chair)

Lead Volunteer	Trustee
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Date

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	2024-2025	2023-2024
Income		
Bank Interest	150.82	124.51
Costco Membership	50.40	50.40
Donation	115.59	243.50
Events	2,206.08	724.50
Events - Beavers	342.50	468.00
Events - Scouts	20.00	870.00
Fundraising	901.82	1,691.17
Gift Aid	0.00	3,478.25
Grant	53,548.22	10,636.99
Membership Fees	7,989.31	4,564.00
MiniBus	301.94	300.00
Expense		
Activity Equipment	152.13	114.33
Admin	201.49	79.50
Badges	462.31	528.28
Costco Membership	43.60	0.00
District Loan	1,900.00	1,650.00
Events	1,783.16	1,471.72
Events - Beavers	523.22	298.25
Events - Cubs	0.00	40.40
Events - Scouts	63.85	1,112.49
Fundraising	97.64	0.00
Grant	43,328.97	3,258.98
Insurance	850.68	1,724.91
Meetings	135.14	0.00
Meetings - Beavers	82.25	81.35
Meetings - Cubs	191.33	73.22
Meetings - Scouts	53.72	199.43
Meetings - Squirrels	63.08	0.00
Membership Costs	3,412.44	1,720.12
Office Supplies	49.96	0.00
Utilities	376.08	684.02
Venue Maintenance	993.62	886.58
Account balances		
Barclays Deposit Account	12,937.33	8,041.73
Barclays Current Account	13,290.65	5,528.88
Expense Account	149.00	1,990.10
Summary		
Account balance brought forward	15,560.71	6,332.97
Total income	65,626.68	23,151.32
Total expenditure	54,764.67	13,923.58
Net income	10,862.01	9,227.74
Account balance carried forward	26,376.98	15,560.71


 BO Taylor FCMA
 12th June 2025

Scrutineer's Report to the Trustees of the 22nd Burton (St Marks) Scout Group

I report on the accounts of the Group/District for the year ended 31st March 2025

Respective responsibilities of Trustees and Scrutineer

As the Group's/District's trustees you are responsible for the preparation of the accounts; you consider that neither the audit nor independent examination requirements of the Charities Act 2011 apply. It is my responsibility without carrying out an audit or independent examination to scrutinise the accounts and to report to you.

Basis of Scrutineer's Statement


In accordance with the directions given in the Group's/District's constitution, I have scrutinised the records and the accounts set out on pages

Scrutineer's Statement

In my opinion the accounts are in accordance with the records produced to me and comply with the constitution.

Name: Bernard Taylor FCMA
Address: 41, Derwent Road
Burton on Trent
DE15 9FR

Date: 1st June 2025


BD Taylor FCMA
1/6/2025