

1ST MALDEN SCOUT GROUP
(Registered Charity No: 303757)

TRUSTEES' ANNUAL REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31ST DECEMBER 2024

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ADMINISTRATIVE INFORMATION

Section A – Reference and Administrative Details

<u>Charity Name:</u>	1 st Malden Scout Group
<u>Registered Charity Number</u>	303757
<u>HQ Registration Number</u>	10010555
<u>HQ Address:</u>	Tadworth Avenue New Malden Surrey KT3 6DJ

Position and Names of the Trustees who manage the Charity:

Chair:	James Havelock
Treasurer:	Dave Johnson
	Hazel Giles (appointed 28/6/24)
	Nicola Jordan
	Siew Peng Lim
	Rob Pringle
	Rob Shrimpton
	Paul Teasdel
	Genevieve Truscott
	Holly Walters (appointed 24/3/25)
	Yvonne Wilkinson (President)
Ex-Officio	
Group Lead Volunteer:	Jane Pringle
Bankers:	Santander Redwood Bank
Independent Examiner:	Geoff Willan Wandsworth London SW18 2TF
Secretary:	Natalie Wootton

Section B – Structure, Governance and Management

Type of Governing Document

The Group operates in accordance with the governing documents of *The Scout Association*, which are derived from a Royal Charter. This Charter confers authority on the Association's Bye Laws and its *Policy, Organisation and Rules* (POR).

How the Charity is Constituted

The Group is constituted as a Trust, established under the standard rules applicable to all Scout Groups affiliated with The Scout Association.

Trustee Selection Methods

Trustees are appointed in accordance with the *Policy, Organisation and Rules* of The Scout Association, ensuring consistency with national governance standards.

Governance

The Group is overseen by the **Group Trustee Board**, whose members serve as the Charity Trustees of the Scout Group—an educational charity. As Charity Trustees, they are collectively responsible for ensuring compliance with all relevant charity legislation. This includes registration with the Charity Commission, maintaining accurate financial records, and submitting statutory returns as required.

The Trustee Board comprises:

- Chair
- Treasurer
- Ten Trustees, including:
 - One Ex Officio Trustee
 - Two Co-opted Trustees

The Board meets at a minimum quarterly (ie at least every three months).

All Trustee Board members are required to complete the *Growing Roots* induction training within six months of their appointment. This training covers:

- Legal responsibilities of trustees
- Key organisational policies and procedures
- Compliance with regulatory frameworks

Mandatory training modules include:

- Safety, Safeguarding, Creating Inclusion, Data Protection in Scouts, Who We Are and What We Do, Being a Trustee in Scouts

Completion of training is logged within the Scout Association's membership system.

The Group Trustee Board is responsible for ensuring that the charity is effectively governed, risks are identified and mitigated, and assets (such as property and equipment) are properly maintained. Their oversight enables other volunteers to focus on delivering high-quality, safe, and inclusive programmes that equip young people with essential skills for life.

Risk and Internal Control

The Trustee Board has implemented a system of internal controls designed to provide reasonable assurance against the risks of material mismanagement, loss, or error.

Key controls include:

- **Dual Authorisation:** All payments require two authorised signatories. Payments are typically made via cheque or BACS transfer, with the exception of limited cash disbursements managed directly by event organisers.
- **Income Management:** All income is banked promptly, typically within 14 days of receipt, to ensure secure handling of funds and accurate financial reporting.
- **Insurance Provision:** The Group maintains appropriate insurance coverage to extend protection to individuals assisting at Group activities who are not members of The Scout Association and therefore not otherwise covered under standard membership policies.

These measures support the Board's commitment to sound financial governance and prudent risk management.

Section C – Objectives and Activities

Purpose of Scouting

Scouting exists to actively engage and support young people in their personal development, empowering them to become responsible, confident, and constructive members of society.

Values of Scouting

Scouting is underpinned by a core set of values which guide the behaviour and ethos of all members:

- **Integrity** – Acting with honesty, trustworthiness and loyalty
- **Respect** – Demonstrating self-respect and respect for others
- **Care** – Supporting others and caring for the world around us
- **Belief** – Exploring personal beliefs, values and attitudes
- **Co-operation** – Making a positive difference through teamwork and friendship

The Scout Method

Scouting is delivered through a distinctive educational approach known as *The Scout Method*, which involves young people working in partnership with adult volunteers, guided by Scouting's values. This method encourages:

- Enjoyment and fun through engaging experiences
- Participation in a balanced mix of indoor and outdoor activities
- Learning by doing
- Opportunities for spiritual reflection
- Taking personal responsibility and making informed choices
- Undertaking new and challenging activities
- Making and living by a personal Promise

Programme Delivery and Volunteer Support

Over the course of the year, the Group has delivered a varied and enriching programme of activities encompassing residential camps, creative arts and crafts, sporting events, educational excursions, and community engagement initiatives. These experiences have provided meaningful opportunities for young people to develop skills, confidence, and resilience.

Such achievements would not have been possible without the unwavering dedication of our volunteer leadership team. The Trustees formally acknowledge and express their sincere gratitude for the considerable time, effort, and enthusiasm contributed by these individuals. Their ongoing commitment is fundamental to the success and impact of the Group's work with young people.

Public Benefit Statement

The Group satisfies the public benefit requirements as defined by the Charity Commission, particularly under the following charitable purposes:

- **Advancement of education** – achieved through experiential learning, the development of practical skills, and structured youth programmes that promote intellectual and personal growth.
- **Advancement of citizenship or community development** – delivered by encouraging personal responsibility, nurturing leadership qualities, and promoting active and inclusive participation in both local and wider society.

These outcomes are embedded within the Group's activities and reflect its commitment to supporting the holistic development of young people.

Section D – Achievements and performance

In 2024, the Group continued aligning its practices with the Scouts' national vision for transformation. The primary objective of this initiative was to simplify and support volunteering by promoting team-based leadership and the shared distribution of responsibilities. As 1st Malden had already been operating under this model, the process was more a formalisation of existing practices than a structural transformation.

Beaver Colony

The Beaver Colony maintained a consistent membership of approximately 22 young people throughout 2024. The leadership team delivered a dynamic programme including creative sessions such as cardboard box cars, catapult construction, cooking, crafts, and traditional Scouting activities like campfires and pitching tents.

In September, we said farewell to two of our longstanding volunteers, Meg and Mark and began actively recruiting additional leadership support. The Beavers enjoyed further activities such as badge work, another visit to the fire station, and additional campfire sessions. Following the Family Camp in September, Andrew (a Beaver parent) joined the leadership team, and a recruitment advertisement on the new Scout membership system has since attracted further interest.

The Colony has been supported by a committed and enthusiastic group of Young Leaders—Charlie, Rodelia, Craig, Alice, Isla and Emma—whose contributions have been invaluable.

Cub Pack

The Cub Pack concluded 2024 with 38 members. Notable achievements included the completion of the Naturalist Badge as well as the Adventure and Skills Challenge Awards. Cubs engaged in a wide range of traditional Scouting skills such as outdoor cooking, navigation using map and compass, and participated in a residential weekend at Polyapes in May. Due to competing commitments, the annual Cub Camp could not be delivered; however, many Cubs gained two nights away at the Group's Family Camp in September.

In the autumn term, Cubs took part in celebrations for the European Day of Languages, hosted a guest session with the RNLI, and received education on firework safety.

Thank you to Akela (Dave) and the Cub Team leaders - Richard, Louise, Clare and Jessica for everything they do to make the Pack such a success.

Scout Troop

The Scout Troop ended 2024 with 33 active members. A focus on hiking skills led to notable success in the **Constellation Night Hike**, which they won once again in March. Scouts completed the **World** and **Skills Challenge** badges, among others.

A standout event was the **Winter Chill Camp** at YHA Holmbury St Mary in the Surrey Hills. Other highlights included:

- **Family Womble Walk** (March) around Wimbledon Common
- **Summer Camp** at Polyapes (August)
- **Family Camp** (September)

- **Adventure Day** at Walton Firs (October) featuring high ropes, survival shelters, and Flintstones cart pioneering

The 2024 programme also included boxing, pioneering, geocaching, wide games, problem-solving, Nerf activities, first aid, and Warhammer modelling.

Thanks to Paul, Heather, Arnie, Gareth and Emma for being such a strong team of Scout leaders and to Ethan for helping as a Young Leader.

Waiting Lists and Membership

Due to sustained high numbers in the Cub and Scout sections and a growing waiting list for Beavers, the Group made the difficult decision to temporarily close all waiting lists earlier in the year. This decision will be formally reviewed in September 2025.

Group-Wide Activities and Community Engagement

Major Group events in 2024 included:

- **Family Quiz Night and AGM** (June)
- **Family Camp** (September)
- **Remembrance Parade** (November)

Partnership with Voyager ESU

We continue to enjoy a strong relationship and have a partnership agreement in place with **Voyager Explorer Scout Unit**, an active section for 14–18-year-olds. Voyager ESU shares our Tadworth Avenue headquarters and receives members from several local Scout Groups, including our own.

HQ Development

The *HQ Development Sub-Committee* remains actively engaged in exploring improvements to the Group's use of its Tadworth Avenue site. A restricted fund of £50,000 has been allocated in support of future development works to demonstrate commitment to this goal and support overall budget planning. The sub-committee has prepared both plans and associated documentation for a pre-planning submission to solicit planning feedback. Once this has been assimilated, we will engage with broader groups of interested parties to ensure we address any concerns as well as benefiting from their suggestions or expertise.

Acknowledgement of Volunteers

The Trustees wish to express their sincere appreciation for the time, dedication and expertise given by all adult volunteers. Their contributions ensure that young people within the Group continue to benefit from an enriching programme of activities, developing essential skills for life.

Section E – Financial Review

The Group's Financial Review is contained in pages 5-6 of this Document.

At the end of the financial year there was a surplus of £16,828.

Reserves Policy

The Group maintains sufficient reserves to support the continuity and future development of its activities, including the maintenance and improvement of its headquarters.

In line with sector practice and Charity Commission guidance (CC19), we maintain a reserves policy that ensures we can cover between 4 and 6 months of essential operating expenditure. This provides a prudent buffer against foreseeable financial risks such as income volatility, emergency repairs, or activity cancellations. We are reviewing a transition towards a more risk-based reserves framework, incorporating factors such as our funding mix and expenditure profile. The Trustees have set a minimum cash reserve threshold of £4,000.

As mentioned above, the Trustees have formally allocated **£50,000 to restricted funds**, designated specifically for the future development of the Group's headquarters at Tadworth Avenue. This allocation reflects the Group's ongoing commitment to improving its facilities in support of long-term sustainability and programme delivery.

Investment Policy

All receipts are currently deposited into the Group's current and deposit accounts held with **Santander**, with an additional savings account maintained with **Redwood Bank**.

The Group Trustee Board exercises regular oversight of the Group's banking arrangements, including monitoring account balances and reviewing interest rates to ensure optimal value and income generation. Where appropriate, funds may be placed in accounts that offer higher returns but require notice for withdrawal. In such cases, the Board carefully assesses the Group's projected cash flow requirements to ensure liquidity is not compromised.

Section F - Declaration

Declaration

The Trustees declare that they have approved the Financial Report

Signed on behalf of the Charity's Trustees

Signature		
Name	James Havelock	Dave Johnson
Position	Chair	Treasurer
Date		

INDEPENDENT EXAMINER'S REPORT
TO THE TRUSTEES OF 1ST MALDEN SCOUT GROUP

I report on the Accounts of the Group for the year ended 31st December 2024 which are set out on pages 5 - 6.

Respective responsibilities of the Trustees and Examiner

As the Charity's Trustees you are responsible for the preparation of the Accounts; you consider that the audit requirement of Section 43(2) of the Charities Act 1993 (the Act) does not apply. It is my responsibility to state, on the basis of procedures specified in the General Directions given by the Charity Commissioners under Section 43(7)(b) of the Act, whether particular matters have come to my attention.

Basis of Examiner's Report

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the Charity and a comparison of the Accounts presented with those records. It also includes consideration of any unusual items or disclosures in the Accounts and seeking explanations from you as Trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the Accounts.

Independent Examiner's Statement

In connection with my examination, no matter has come to my attention:

1. which gives me reasonable excuse to believe that in any material respect the requirements
- to keep accounting records in accordance with Section 41 of the Act and
- to prepare Accounts which accord with the accounting records and
- to comply with the accounting requirements of the Act have not been met, or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the Accounts to be reached,
3. which gives me reasonable cause to believe that in any material respect the accounting rules of the District's Constitution have not been met.

Geoff Willan

Wandsworth
London
SW18 2TF

1ST MALDEN SCOUT GROUP

BALANCE SHEET AT 31ST DECEMBER 2024

	<u>NOTES</u>	<u>2024</u> £	<u>2023</u> £
<u>FIXED ASSETS</u>			
Group Headquarters	2(a)	93,498	93,498
Equipment	2(b)	11,846	12,197
		<hr/>	<hr/>
		105,344	105,695
		<hr/>	<hr/>
<u>CURRENT ASSETS</u>			
Cash at Bank		15,583	9,729
Cash in Hand		63	84
Deposit Account		78,302	66,805
Sundry Debtors	4	76	106
		<hr/>	<hr/>
		94,024	76,724
		<hr/>	<hr/>
<u>CURRENT LIABILITIES</u>			
Creditors - amounts falling due within one year	3	3,994	3,873
		<hr/>	<hr/>
<u>NET CURRENT ASSETS</u>		90,030	72,851
		<hr/>	<hr/>
<u>TOTAL NET ASSETS</u>		195,374	178,546
		=====	=====
Represented by:			
<u>ACCUMULATED FUNDS</u>			
<u>GENERAL FUNDS</u>			
As at 31st December 2023 (2022)		178,546	158,660
Allocated to Restricted Funds for HQ Development		(50,000)	(50,000)
Surplus/(Deficit) for the year (General Funds)		16,828	19,886
		<hr/>	<hr/>
		145,374	128,546
<u>RESTRICTED FUNDS</u>			
Reserve for HQ Development		50,000	50,000
		<hr/>	<hr/>
As at 31st December 2024 (2023)		195,374	178,546
		=====	=====

**1ST MALDEN SCOUT GROUP
INCOME AND EXPENDITURE ACCOUNT
FOR THE YEAR ENDED 31ST DECEMBER 2024**

	<u>NOTES</u>	£	2024	£	£	2023	£
<u>Income</u>							
Group Membership fees received			11,722			9,421	
Donations for use of HQ - General			16,460			18,962	
Grants, Awards and other donations	5		2,074			1,440	
Fund-raising events			287			1,244	
Interest received			1,497			910	
Activities and camps			7,676			7,095	
Sale of Uniform items and Polo shirts			-			48	
Tax refund			2,651			3,211	
			42,367			42,331	
<u>Less Expenditure</u>							
Membership subscriptions to Scout Association		5,320			3,914		
Rates and water		47			-		
Light and heat		1,382			1,519		
Repairs and maintenance	6	4,504			3,494		
Broadband		660			485		
Insurance		993			1,148		
Fund-raising costs		-			640		
Activities and camps		8,070			7,260		
Section meetings expenses		1,138			1,002		
General Group costs (Quiz night, Group badges, gifts, etc.)		305			-		
Section badges and uniform items		780			719		
Polo shirts and clothing		431			-		
Sundries		85			375		
GoCardless charges		504			534		
Depreciation: Equipment		1,320			1,355		
				25,539			22,445
<u>TOTAL GROUP INCOME OVER EXPENDITURE</u>							
<u>GENERAL FUNDS</u>							
				16,828			19,886
<u>RESTRICTED FUNDS</u>							
				-			-
				16,828			19,886
				=====			=====

1ST MALDEN SCOUT GROUP
NOTES TO THE ACCOUNTS

1. Accounting Policies

The Charity's accounting policies include the following:

- (a) The accounts are prepared under the historical cost convention
- (b) Equipment is written down at a reducing rate of 10%.

2. Fixed Assets

(a) Freehold Property

The Group owns a property and grounds known as the 1st Malden Scout Group Headquarters in Tadworth Avenue, New Malden. In order to calculate the rebuilding cost of the property, the Scout Association has valued the HQ at £166,288 on the date of the last insurance renewal.

B/fwd & C/fwd @ 31/12/24	£93,498
	=====

(b) Equipment

B/fwd @ 1/1/24	£12,197
Additions	969

	£13,166
Depreciation for the year	1,320

Net Value c/fwd @ 31/12/24	£11,846
	=====

3. Creditors

	£
Amounts due within one year:-	
Membership fees in advance	3,909
Sundry creditors	85

	3,994
	=====

4. Debtors

Sundry Debtors – Epsom District Store	76
	=====

5. Other Donations and Awards

Jack Petchey Awards (General Funds)	300
Co-op	1,524
Other donations	250

	2,074
	=====

6. Repairs and maintenance

Electrical work	1,038
Gas certificate, PAT test. fire safety and Ring doorbell	446
Cleaning and cleaning materials	1,805
Grass cutting and petrol	838
Sundry maintenance and repairs	377

	4,504
	=====