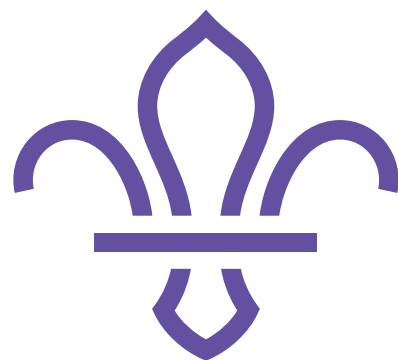


**Scouts**  
Ash Green



**Group AGM**  
Report 2024

**BEAVERS**

**cubs**

**SCOUTS**

**EXPLORERS**

**ASH GREEN SCOUT GROUP SCOUT COUNCIL**  
Annual General Meeting

Friday 14 June 2024 at 7pm  
New Ash Green Youth and Community Centre

**AGENDA**

1. **Introduction and welcome by the Group Chair**
2. **Apologies for absence**  
**Governance**
  - a. Approve the minutes of the Annual General Meeting held on 9 June 2023
  - b. Adopt the model constitution from Policy, Organisation and Rules (POR)
  - c. Note the Group's financial year. *The Group's Financial Year runs from 1 April to 31 March.*
  - d. Agree the number of members that may be appointed to the Trustee Board
  - e. Agree the quorum for future meetings of the Group Scout Council (excluding this AGM).
3. **Review of the previous year**
  - a. The Group Lead Volunteer's review of Ash Green Scout Group
  - b. Receive and consider the Annual Report of the Group Trustee Board, including the annual Statement of the Accounts.
4. **Appointments**
  - a. Appoint the Group Chair. The recommendation from the Group Trustee Board is that Louise Banks should continue in the role of Group Chair.
  - b. Appoint the Group Treasurer. The recommendation from the Trustee Board to the Scout Council is that Gill Lewis should be re-appointed as Treasurer.
  - c. Appoint members of the Group Trustee Board. The recommendation to the Group Scout Council from the Trustee Board is that the following individuals should be appointed as members of the Group Trustee Board:  

Louise Banks (Chair), Gill Lewis (Treasurer), Michael Banks, Clare Hambleton, Mark Jennings.

The Group Lead Volunteer (Group Scout Leader), Peter Lewis, is automatically an ex-officio member of the Trustee Board.
  - d. Appoint the Scrutineer. The Trustee Board recommend that our current Scrutineer, Mrs Eileen Searle, should be re-appointed as Scrutineer for the 2024-2025 financial year.
5. **Chair's closing remarks**
6. **Awards presentations**

## **Ash Green Scout Group AGM 2024**

### **Chair's Report for year 2023/24.**

We continue to see the group going from strength to strength, with all our sections seeing new members and celebrating successes.

This is in no small part down to the tireless efforts of our volunteer leader team and I'd like to thank you all for the time and effort you put in to making scouting a great experience for our young people.

There have been a number of camps over the last year and all have gone without a hitch. The group has organised the usual round of activities, including the last Jamboree on Trail in May 2023 and hosting quizzes and fundraisers. It is great to see our scouting family coming together for these events and certainly helps to make positive connections across the wider group.

We continue to have a presence at Village Day, running archery and tomahawks, which helps to maintain our visibility in the village.

As Peter has said, once again there are further changes to the way scout groups are run and organised and we must follow these new rules, which will hopefully make it clearer and show where accountability lies. We are looking to increase our Trustee Board to adding a community representative, a young person and another role to ensure we have a good skill mix to run the group's business efficiently.

We will advertise these roles in the next few weeks and hold a selection process and Extraordinary General Meeting to elect the new people in later in the year.

Finally, my thanks go to the Trustee Board and the Group Lead Volunteer particularly, who goes above and beyond to make sure this group thrives and continues to be the largest in Swanley District. And to all on our Board, thank you for the time and support you put into scouting.

Louise Banks

Trustee Board Chair.

# Ash Green Scout Group

Registered Charity Number 1199314

## Group Lead Volunteer's Report for the year ending March 2024

### Overview of Group Progress

The Group has continued to grow during the past year and, due to our fantastic Volunteer leader team, all Sections have run without any significant disruptions or difficulties. We continue to look to recruit more adult volunteer help so that we can provide the best Scouting for our young people. National changes in Scout Group structure are slowly being introduced and we hope that these will make it easier for new volunteers to become involved with Ash Green Scouts. We are looking towards parents and supporters who are willing to join our team and make Scouting even better in New Ash Green!

We continue to offer a well-balanced, youth-led programme of activities across age 6 to age 14 range, with emphasis on individual development measured against the Chief Scout's Award programme. Beaver, Cub and Scout Sections all managed to camp on at least one occasion during the year and there have also been various outdoor activities including Climbing, Watersports and, of course, our own Archery and Tomahawk sessions. Indoor Crossbow and outdoor Zorb Football sessions have also been made available for our Scout-aged young people.

Financially, the Group is in a very stable, healthy, position due to the diligence of the Trustee Board and the careful monitoring of our finances by our Treasurer. The accounts have been independently scrutinised, and the Trustee Board has approved the financial accounts. Please review our published accounts and our Treasurer's report. Overall, our financial reserves have fallen because we purchased a replacement van, but that expenditure had been previously planned for, and was expected. We are still in a very secure financial position with adequate reserves going forward.

### Changes to Scouting

Following a long review process, Scouting is undergoing a significant change in the way it is being promoted and seen publicly. The changes largely relate to the structure of the Group's Trustee Board and the Group's Scout Council with the emphasis on making Trustee roles clearer. This will result in greater transparency in the way the Group operates. At Ash Green we already have implemented some of those changes, but further changes will be necessary. From what we can see, the changes do not directly impact on our Uniformed Sections and/or young people.

The changes have, like last year, impacted on the wording of our current Ash Green Scout Group Constitution. We have updated the Constitution document and that will need to be approved at the Annual General Meeting.

### Group Membership and Annual Census

- As a Group, we continue to be the largest (by membership) of all Groups in the Swanley District.
  - We (at January 2024 Census) had 115 invested young members, which was just 29 short of the absolute maximum number we could have, and 19 more young people than the annual Census in January 2023.
  - We also continue to have a long list of young people waiting to join us. That list stands at 51 young people, 28 of whom will be eligible to join in the 2024/25 financial year – assuming we can find spaces for them all!
  - We expect to continue to have a full membership going forward for the foreseeable future.
- Our limitation on growth is largely due to the lack of available premises/times for any new Sections. That, plus the availability of new Volunteers to run any new Sections, prevents us from expanding further.
- We paid a total of £6,350 in membership costs to Scout headquarters for the year. That was an increase of £1,086 over the previous year. Membership costs account for 14% of our outgoings and are the equivalent of over 3 month's subs for each young person who is a member of the Group!

### Youth Awards

- All Sections have made good progress in the young peoples' development programme known as the Chief Scout's Award. A number of Bronze, Silver and Gold awards have been made during the year, so *Well done, everyone!*
- We like to recognise individual progress in the Beaver, Cub and Scout sections and we will be presenting some trophies for the Beaver/Cub/Scout/Explorer of the Year Award during our AGM. These awards are decided upon by the Section Leader Team and are in recognition of the progress that child has made over the year. That progress is not solely related to badges, but also looks at participation, personal development, individual achievement and overcoming personal difficulties. *Well Done to you all!*

### Volunteer Leadership Team and Trustee Board

- The leadership team is currently standing at 22 Uniformed Leaders. Additionally, we have two Young Leaders, two uniformed 'occasional leaders' and one Instructor. There has been a major restructuring of the Beaver Sections following some leadership changes, but the new Beaver leader teams are working out very well. We welcome our newest leaders Holly, Adam, Simon, Alexa and Lauren to the uniformed leader teams and thank them for their support.
- The Trustee Board has been restructured to comply with the latest Scout Association Policy. Currently there are six Trustees, but we are looking to increase that number to nine. We will be advertising these volunteer vacancies shortly.

### Safeguarding & Safety

- There were two minor incidences of safeguarding during the year. Neither of these actually directly related to Scouting at New Ash Green, but our leaders became aware of circumstances where it was necessary to report the matters to Scouting Headquarters. Headquarters deemed that no further action was necessary by Ash Green Scout Group. There were no safety issues reported throughout the year. The Group maintains a 100% Compliance record and all the Leadership Team and Trustee Boards are fully up to date with their required training.

### Equipment

- We have spent comparatively little (£1,382) on general equipment over the year.
- We had to purchase a replacement vehicle, as *Gordon*, our 15 year old van had mechanical and electrical issues and we were advised that the van was un-economical to repair. We found a replacement vehicle and purchased a 2019 Renault Master, which we have called *Vincent*, at a cost of £18,500. We had adequate reserves to enable us to purchase *Vincent* and the van should last us for many years.

### Charity Registration

We filed our Charities Commission Report and Accounts for the last (2022-2023) year on time. Our annual financial accounts and Group Return have to be submitted to the Charities Commission within 10 months of our financial year end.

### Fund-raising and Community Involvement

- The Group Sections continue to support the Community Cupboard with donations from time to time.
- Regular Litter Picking in New Ash Green – a favourite activity, especially for the younger sections!
- *St George's Day Promise Renewal and Fun Day (April)*
  - We had a 'reasonable' number of young people turn up for this event. We supported the event by running Archery and Zorb football bases. Everyone looked as though they enjoyed themselves.
- *Jamboree on The Trail (JOTT)*
  - Although the 'official' JOTT ended last year, we arranged our own 'JOTT' as it has been enjoyed as a Family Hike. It was well attended by both young people and adults. We hope everyone enjoyed the Hike.
- *Village Day (June)*
  - We will be providing Archery and Tomahawk throwing at Village Day this year, so come along and try your hand at these skills!

### Finally:

Thanks, again, to all the Leaders and supporters (including members of this **Trustee Board** for the effort and time you put into Scouting in New Ash Green. Your continued support is really appreciated! If there are any parents etc who would like to join our team of volunteers please let me (or any other team member) know!

Peter Lewis,

Group Lead Volunteer (formerly known as Group Scout Leader)

## Treasurer's Report for Ash Green Scout Group AGM 14th June 2024

The Group's accounts for the financial year ended 31<sup>st</sup> March have been prepared and independently scrutinised. They were agreed at our last Trustees Board meeting but now need to be approved at the AGM before they can go off, with other associated documents, to the Charity Commission.

This year, our expenditure has exceeded our income by just over £15,000 but this is due mainly to the fact that we agreed to purchase a new van as the old van was no longer viable. However, we did manage to get £563 for the old van. We are still left with a healthy bank balance of £28,000. While we have such healthy reserves, the board has agreed that there is no need to increase our monthly subscriptions of £15 which have remained at this level since September 2017.

The Group's main source of income is from parental monthly subscriptions. Another vital source of income is the Gift Aid which we claim back from HMRC. and this amounted to £2,145 in the last tax year. If you are the person paying our subscriptions and pay tax, if you haven't already, please consider completing a Gift Aid Form and hand it in to any of our Leaders. For every £1 you pay to us, we can claim back 25p from HMRC.

Additionally, we raised £316 in our event arena on Village Day. This year, Village Day is on the 29<sup>th</sup> June and I hope that you can come and support us and enjoy taking part in our archery and tomahawk throwing events.

Our biggest annual expense, which is non-negotiable, is the Scout Membership fee which rose to £58 per head payable to the Scout Association H.Q. and the total bill for this amounted to £6,350 which again is paid for from the monthly subscriptions. This Membership fee covers the Group's Public liability Insurance and also personal accident insurance for all our members, as well as Head Office, County and District administration.

Our on-going costs include the hire of the Youth Centre for our 6 section meetings every week, keeping our van safely on the road, maintaining the fabric and security of our two storage facilities and insurance for our equipment. Additionally, we regularly update our first aid supplies, and provide scarves, woggles and badges for uniforms. In addition, we meet the costs of giving our young people a varied programme of activities at each weekly meeting and also subsidise certain camps and other activities. The Group also pays for our Volunteer Team Leaders to go on nationally recognised training courses which they do in their own time.

I am proud to say that our young people helped to raised £271 in April for the Community Cupboard food bank and in November they also raised £467.81 for the Royal British Legion.

Gillian Lewis  
Treasurer

## Ash Green Scouts Accounts for the Year Ending 31 March 2024

(Complete, but subject to Audit)

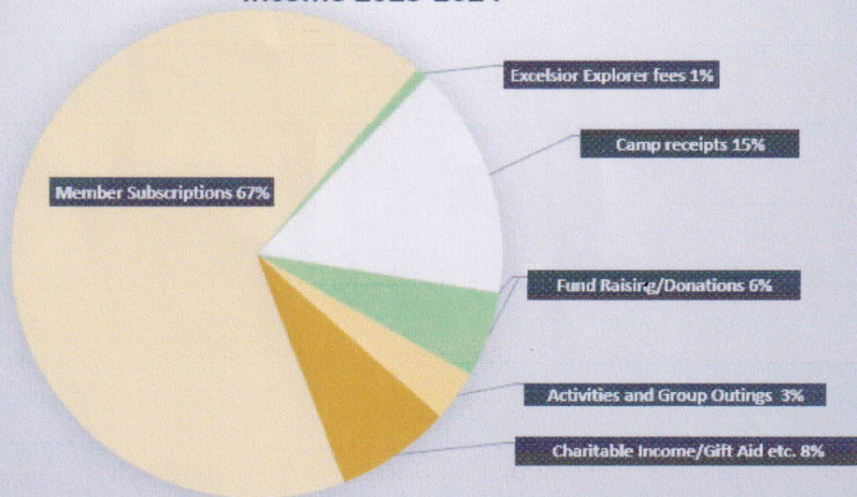
### Statement of Assets & Liabilities for the Year Ending 31st March 2024

	Out £	In £	C/fwd to 24/25
<b>Balance of Gen A/c at 1/4/2023</b>		<b>£ 6,939.54</b>	
Gen A/c Expenditure	£ 43,226.39		
Gen A/c Income		£ 27,831.98	
Internal Transfers	£ 1,200.00	£ 19,405.88	
Gen A/c C'Fwd to 2024/25			<b>£9,751.01</b>
<b>Balance of F/R A/c at 1/4/2023</b>		<b>£ 205.88</b>	
F/R A/c Expenditure	£ -		
F/R A/c Income		£ 102.23	
Internal Transfers	£ 205.88	£ -	
Fund Raising A/c C'Fwd to 2024/25			<b>£ 102.23</b>
<b>Balance of Savings A/c at 1/4/2023</b>		<b>£ 35,685.46</b>	
Savings A/c Deposits		£ -	
Savings A/c Gross Interest received		£ 230.32	
Internal Transfers	£ 19,000.00	£ 600.00	<b>£17,515.78</b>
<b>Treasurer A/c Balance at 31 Mar 2023</b>		<b>£ 354.89</b>	
Treasurer Expenditure	£ 1,274.55		
Treasurer Income		£ 1,164.96	
Treasurer Internal Transfers	£ 200.00	£ 600.00	
Treasurer Cash Held at 31/3/24			<b>£645.30</b>
<b>Totals</b>	<b>£ 65,106.82</b>	<b>£ 93,121.14</b>	<b>£28,014.32</b>
Freehold Property (Garage) Insurance Valuation		£19,126.00	£13,000.00
Equipment at est. insurance value- Garage		£23,540.00	£18,832.00
Equipment at est. insurance value- Ash		£7,650.00	£6,120.00
Equipment at est. insurance value- YC		£11,700.00	£9,360.00
Vehicle LD69ZDX at Purchase cost 2023		£19,500.00	£14,625.00
		<b>£109,530.32</b>	<b>£89,951.32</b>

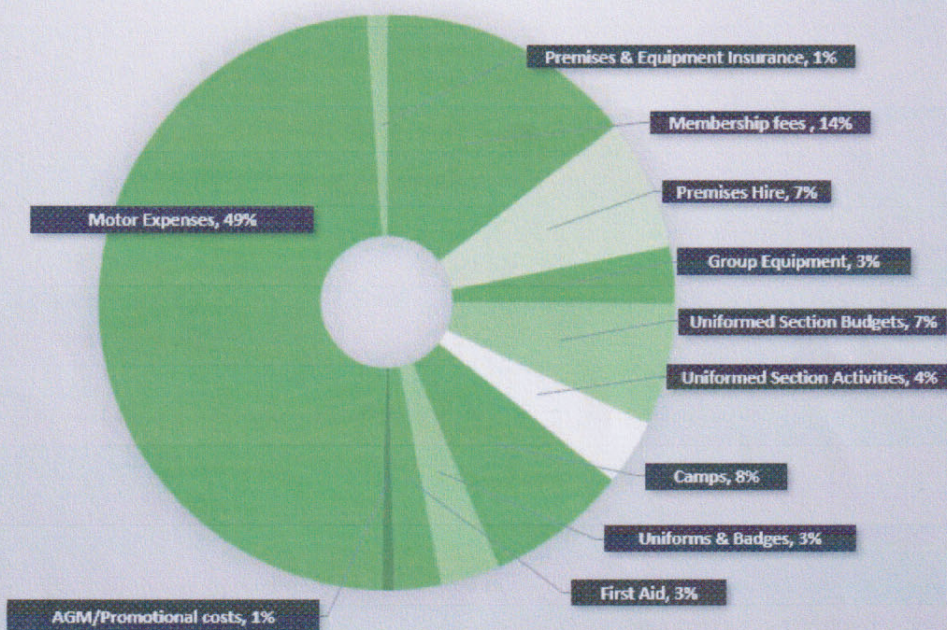
*\*Depreciated values: Property is kept at an arbitrary 'realistic selling price', equipment and other 'wasting assets' values have been reduced by 20% and our van has been reduced in value by 25%. After depreciation the total value of Group assets is estimated at £89,951.32.*

We carry forward total **cash assets** of **£28,014** into 2024/25.

### Income 2023-2024



### Expenditure 2023-24



Key financial highlights are:

- There has been a big increase in the amount of camp receipts which have been paid into our Bank Account, rather than being given to the Leader in Charge. This means we have better overall control of these finances.
- Section Budgets were given a further boost to enable increased Section spending.
- There has been a significant increase in the Section spending on activities, which is good to see.
- We have very good equipment hence we spent very little on new equipment in the year -some £6,000 less than the previous year.
- First Aid costs increased significantly – largely due to the purchase of Rescue Annie’s – where the Group got a grant, but we had to top that grant up.
- The purchase of Vincent, our van, to replace Gordon, was a substantial ‘one off’ cost for the year. Vincent should last us many years.

<u>Income &amp; Expenditure</u> <u>Summary (All Accounts)</u>				
	2023-2024		2022-2023	
<b>INCOME</b>				
Member Subscriptions	£	19,035	£	19,052
Excelsior Explorer fees	£	230	£	215
Uniform & Scarves	£	8	£	8
Camp receipts	£	4,352	£	1,183
KIJ Camp receipts		0	£	2,020
Fund Raising/Donations	£	1,616	£	558
Activities and Group Outings	£	959	£	1,101
Charitable Income/Gift Aid etc.	£	2,145	£	2,445
Motor Income	£	563	£	-
Other Income	£	192	£	114
Interest (gross) received	£	230	£	73
Section Budget Underspend	£	-	£	-
		£ 29,329		£ 26,769
<b>EXPENDITURE</b>				
Membership fees	£	6,350	£	5,264
Premises Hire	£	3,245	£	3,401
Premises Expenditure	£	69	£	3,660
Group Equipment	£	1,382	£	7,909
Group Outings	£	-	£	149
Uniformed Section Budgets	£	3,001	£	2,496
Uniformed Section Activities	£	1,627	£	649
Camps	£	3,481	£	213
KIJ		0	£	2,410
Training & Courses	£	90	£	1,835
Uniforms & Badges	£	1,461	£	1,915
First Aid	£	1,150	£	640
Catering	£	11	£	-
Stationery	£	70	£	91
OSM, Web	£	113	£	50
AGM/Promotional costs	£	302	£	799
Miscellaneous expenses	£	29	£	47
Motor Expenses	£	21,267	£	1,685
Premises & Equipment Insurance	£	496	£	625
Fund Raising	£	314	£	-
Subs refunds	£	45	£	75
		£ 44,501		£ 33,913
Less Total Expenditure		£ 44,501		£ 33,913
Surplus for year		-£ 15,171		-£ 7,144

Pie charts showing the main items of our income and expenditure are shown overleaf:

# England & Wales

## Unqualified report for a non-company charity preparing receipts and payments accounts with a gross income of £250,000 or less in the relevant financial year

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### Independent examiner's report to the trustees of Ash Green Scout Council

I report to the trustees on my examination of the accounts of the Ash Green Scout Group for the year ended 31st March 2024

### Responsibilities and basis of report

As the charity trustees of the Ash Green 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 Ash Green 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 Ash Green 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:

*E Searle*

Name:

EILEEN SEARLE

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

Address:

173 KNIGHTS CROFT  
NEW ASH GREEN DA3 8HZ

Date:

24.4.24