



2nd Clevedon Scout Group

Charity No 267422

# Trustees' Annual Report & Annual Accounts

For the year ended 31 December 2024

# Trustees' Annual Report

For the year ended 31 December 2024

The Trustees are pleased to present their report and annual accounts together with the Independent Examiner's report for the year ended 31 December 2024.

## REFERENCE AND ADMINISTRATIVE DETAILS

|                                           |                                                                     |                                   |
|-------------------------------------------|---------------------------------------------------------------------|-----------------------------------|
| Charity name                              | 2nd Clevedon Scout Group                                            |                                   |
| Charity Number                            | 267422                                                              |                                   |
| Principal Address                         | Coleridge Vale Road North<br>Clevedon<br>North Somerset<br>BS21 6NL |                                   |
| Current Trustees                          | Lizzie Wormold-Kelly                                                | Group Lead Volunteer (ex officio) |
|                                           | Hannah Holloway                                                     | Chairman (co-opted)               |
|                                           | Caroline Waters                                                     | Treasurer (ex officio elected)    |
|                                           | Lawrence Straus                                                     | Secretary (co-opted)              |
|                                           | Paul Green                                                          | Trustee (co-opted)                |
| Other trustees who served during the year |                                                                     |                                   |
|                                           | Simon Kelly                                                         | to 17 June 2024                   |
|                                           | Alison Wilkinson                                                    | to 17 June 2024                   |
| Independent Examiner                      | Chris Davies<br>Certified Accountant<br>J&AW Sully Accountants      |                                   |
| Bankers                                   | Lloyds Bank PLC<br>16 The Triangle<br>Clevedon<br>BS21 6NG          |                                   |

## STRUCTURE, GOVERNANCE AND MANAGEMENT

### **Governing Document**

The Group operates in terms of the Constitution of the Scout Association, which was incorporated by Royal Charter in 1912, which in turn gives authority to the Bye Laws of the Association and The Policy, Organisation and Rules of The Scout Association.

The Group has been a registered charity with the Charity Commission for England and Wales since 16 May 1974.

### **Appointment and Responsibilities of Trustees**

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

The Trustees are responsible for the management and administration of the charity on behalf of The Group Scout Council and for compliance with the Charity Commission regulations. This includes making sure 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.

### **Organisational Structure**

The Group Scout Council is the electoral body, which supports Scouting in the Scout Group. It is the body to which the Group Trustee Board is accountable. Membership of the Group Scout Council comprises:

- all adult Members of the Group
- parents/carers of Beaver Scouts, Cub Scouts, Scouts and Young Leaders in the Group;
- Patrol leaders of the Troops
- skills Instructors, administrators and advisers
- Explorers and their parents/carers (due to the partnership agreement)
- the District Lead Volunteer and the District Chair.

### **Risk and Internal Control**

It is a Scout Association requirement that Health & Safety matters are considered at each Trustee Board meeting and that all Leaders, Assistant Leaders, Trustees and any other adult helpers must complete a satisfactory criminal record check (DBS obtained via the Scout Association) within the last five years.

Public Liability Insurance is held for purposes of both Scouting activities and hall hire to external users.

The Group, through capitation fees, contributes to the Scout Association national accident insurance policy.

Compliance with minibus licensing, permits and mandatory DVLA checks is managed by a designated manager.

Buildings and Contents and Minibus Insurance is held to cover insurable risks to property, equipment and vehicles.

A reserves policy is in place to ensure continuity of activities should there be a major reduction in income.

## OBJECTIVES AND ACTIVITIES

The purpose of the Scouting is to promote the development of young people in achieving their full physical, intellectual, social and spiritual potential, as individuals, as responsible citizens, and as members of their local, national and international communities.

The method of achieving the aims of the Scout Association is by:

- providing an enjoyable programme of indoors and outdoor activities
- opportunity for progressive training with emphasis on “learn by doing”
- underpinning activities based on the Scout Promise and Values
- encouraging personal responsibility and making choices
- guidance by adult leadership.

## ACHIEVEMENTS AND PERFORMANCE

### **Section Sizes**

|                          |           |
|--------------------------|-----------|
| Beavers: Land Yeo Colony | 21        |
| Cubs: Lion Pack          | 22        |
| Scouts: Aztec Troop      | 18        |
| Waiting List             | 38        |
| <b>Total</b>             | <b>99</b> |
| <b>Young Leaders</b>     | <b>6</b>  |
| <b>Adult Leaders</b>     | <b>10</b> |

### Group Lead Volunteers review

What a fantastic year it has been for 2nd Clevedon Scout Group – full of adventure, fun and learning. I've had the privilege of seeing so many brilliant things happen across our sections, and I'm incredibly proud of everything our young people and volunteers have achieved.

We were delighted to welcome eight new leaders to the team this year, and we're still on the lookout for more to help us reduce our growing waiting list.

Beavers have had a wonderful year filled with exploration and discovery. Highlights included geocaching, collecting sea glass, and visits from the police and to Weston Museum. They worked hard towards a wide range of badges, with favourites being the Space, Camp Craft, and Experiment badges. Due to changes in leadership, Beavers paused for a few weeks this term, but I'm thrilled that a brand new team has stepped forward and restarted sessions for the winter term.

Cubs have been busy making a difference and learning new skills. They took part in a beach clean at Ladye Bay in Clevedon and enjoyed a visit to Weston Museum. Cubs earned lots of badges this year, with standout achievements in Communications, Disability Awareness, and Environmental Conservation. Over the summer, Hannah and I had the pleasure of joining the section for the late summer term – my personal highlight was definitely the chip shop challenge! I'm also delighted that James has stepped up from Beavers to be our new Cub Leader.

Scouts have been as active as ever, embracing every challenge with enthusiasm. From tree planting and night hikes to a high-energy scavenger hunt, they've stayed busy and engaged. Badge highlights included Pioneering, the Creative Challenge, and Chef. They also enjoyed an adventurous Summer Camp at Ferny Crofts in the New Forest this August and are already planning next year's.

As always, volunteers are the heart and soul of organisations like 2nd Clevedon, and I want to take a moment to thank everyone who dedicates their time to our young people. This includes the leaders who plan, resource and run the section evenings and events – without whom none of this would be possible. As well as those volunteers who are less often seen but just as vital! Those who manage our waiting lists, troubleshoot OSM, maintain the minibus, clean the hut, QM the store, and act as trustees providing oversight and guidance. Thank you for all that you do.

This year also marked a big change for me personally, as I took on the role of Group Lead Volunteer (GLV) from Simon. After an incredible ten years of service, Simon decided it was time to pass the torch, and I'm very grateful for the support he's given me during the handover. He's been the steady hand, the problem-solver, and the one who always had a tent peg when you needed it most! His leadership has shaped the group in lasting ways, inspiring both young people and volunteers alike. On behalf of the whole group, I'd like to thank Simon for his decade of dedication, humour and commitment, and wish him all the best as he steps into his new role as District Lead Volunteer.

Looking ahead, we have some exciting plans for our hut and grounds. You may have noticed that the small jungle we'd been cultivating is no more – the space has now been cleared for a new firepit, which we hope will be ready for the summer's balmy evenings of marshmallow roasting. We're also planning to install new fencing around the site, which will allow us to use the space more regularly with added safety and security.

We're in the process of purchasing new tents and camping equipment too, making setup quicker and more comfortable – leaving more time for the fun stuff!

A huge thank you to all our volunteers, parents and supporters. Here's to another brilliant year of Scouting adventures. I can't wait to see what we achieve together next.

*Lizzie Wormald-Kelly*

Group Lead Volunteer

## Financial Review

### **Independent Examination of Accounts**

Our governing document requires that an Independent Examination of our Statement of Accounts is undertaken. The Trustee Board would like to express their thanks to Chris Davies, J&AW Sully, Certified Accountants for carrying out this work and for doing so on a pro bono basis.

### **Overview**

Total gross income, before deduction of capitation fees, was £21,295 for 2024, being an increase on last year (2023: £17,030). Gross expenditure remains around the same level of £17,295 (2023: £17,069) resulting in a surplus of funds of £4,000 (2023: £39). However, it should be noted that due to the cash basis of accounting, some advance booking costs relating to activities taking place in 2024 had been incurred and reported in 2023 expenditure.

Our principal sources of income continue to be membership subscriptions and hall hire fees. Generous donations and bank interest contributed to the surplus this year. We have therefore held our subscriptions rate at £12.50pm. Expenditure primarily relates to Group activities and the running costs of the Scout Hut and Minibus.

Cash funds remain healthy, enabling the Group to utilise high interest rate returns on a 95 day access deposit account of £28,728 (2023: £25,360) whilst retaining £13,280 (2023: £12,648) in a current account. Deposit account funds are earmarked for future infrastructure plans.

### **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 the

Group should hold a sum equivalent to six months running costs, circa £8,600. Total reserves at the year-end were £42,008 (2023: £38,008). Whilst this is well above our policy requirement to cover day to day operations, we have identified future large infrastructure improvements and are mindful of the increasing costs of an ageing minibus and potentially the need to replace it within the next few years.

### **Future Plans**

As noted in the GLVs report, the creation of a more usable and fun outside space is already underway.

Flooring: the main hall flooring was originally intended as a temporary measure when the hall was first built. We are now in the process of obtaining quotes for the replacement of the main hall, kitchen and bathroom floors.

Further refurbishment to kitchen and bathroom facilities will be considered after carrying out the above works. It will depend on available remaining funds which we may need to supplement by obtaining grants.

*Caroline Waters*

Group Treasurer

### **Donated Facilities & Services**

Scouting is very dependent on the voluntary work of Leaders, parents, skills instructors and other volunteers without whom the Scout programme could not be delivered. The Trustees would like to express their thanks to all who have helped to make the Group a success in the past year.

### **Trustees Declaration**

This report was approved by the Group Trustees Board on 21 October 2025 and signed on their behalf by:

*Hannah Holloway*

Group Chair

## **2<sup>nd</sup> CLEVEDON SCOUT GROUP**

### ***Independent Examiner's Report to the Trustees of 2<sup>nd</sup> Clevedon Scout Group for the Year Ended 31<sup>st</sup> December 2024.***

I report on the accounts of the Trust for the year ended 31<sup>st</sup> December 2024 which are attached.

#### ***Respective responsibilities of the trustees and independent examiner***

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed. It is my responsibility to:

- examine the accounts under Section 145 of the Charities Act
- to follow the procedures laid down in the general Directions given by the Charity Commission (under Section 145(5) (b) of the Charities Act, and
- to state whether particular matters have come to my attention.

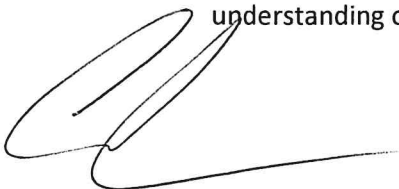
#### ***Basis of independent examiner's statement***

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. An independent examination includes a review of the accounting records kept by the charity and a comparison of 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 no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

#### ***Independent examiner's statement***

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

- (i) which gives me reasonable cause to believe that in any material respect the requirements:
  - to keep accounting records in accordance with Section 130 of the Charities Act;
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act have not been met; or
- (ii) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



C.I. Davies FCCA  
J&AW Sully (Clevedon) Ltd  
Paramount House  
2 Concorde Drive  
Clevedon  
BS21 6UH

10<sup>th</sup> October 2025

**2ND CLEVEDON SCOUT GROUP**  
**Statement of Income and Expenditure**  
**For the year ended 31 December 2024**

| <b>INCOME</b>                               | <b>Notes</b> | <b>2024</b>      | <b>2023</b>      |
|---------------------------------------------|--------------|------------------|------------------|
|                                             |              | <b>£</b>         | <b>£</b>         |
| <b>ANNUAL SUBS</b>                          | <b>5</b>     |                  |                  |
| Scouts                                      |              | 1,650.00         | 1,262.50         |
| Cubs                                        |              | 2,137.50         | 2,150.00         |
| Beavers                                     |              | 2,012.20         | 2,737.50         |
|                                             |              | <u>5,799.70</u>  | <u>6,150.00</u>  |
| Less: Subs payable to The Scout Association |              | (3,410.00)       | (3,965.00)       |
| <b>NET ANNUAL SUBS</b>                      |              | <u>2,389.70</u>  | <u>2,185.00</u>  |
| <br><b>CAMPS/EVENTS</b>                     |              |                  |                  |
| Aztec Troop Annual Camp                     | 6            | 2,800.00         | 0.00             |
| Other camps and events                      | 6            | 808.10           | 930.00           |
|                                             |              | <u>3,608.10</u>  | <u>930.00</u>    |
| <br><b>FUND RAISING</b>                     |              |                  |                  |
| Music Night                                 |              | 0.00             | 1,351.01         |
| 10K Cake Sale                               |              | 252.48           | 100.71           |
| Various events                              |              | 108.15           | 735.93           |
| Donations                                   | 10           | 1,737.09         | 178.60           |
|                                             |              | <u>2,097.72</u>  | <u>2,366.25</u>  |
| <br><b>OTHER INCOME</b>                     |              |                  |                  |
| Hall hire                                   | 7            | 5,678.00         | 4,839.00         |
| Minibus hire                                | 8            | 1,718.55         | 1,714.90         |
| Investment Interest                         | 9            | 1,389.74         | 224.87           |
| Gift Aid - tax refund from HMRC             | 5            | 1,003.29         | 805.29           |
|                                             |              | <u>9,789.58</u>  | <u>7,584.06</u>  |
| <br><b>TOTAL INCOME FOR YEAR</b>            |              | <u>17,885.10</u> | <u>13,065.31</u> |

**2ND CLEVEDON SCOUT GROUP****EXPENDITURE****2024****2023****£****£****CAMPS/EVENTS**

|                                |   |                 |                 |
|--------------------------------|---|-----------------|-----------------|
| Annual camp and events         | 6 | 2,947.81        | 1,495.00        |
| Troop night meetings expenses  |   | 152.09          | 423.42          |
| Camping and activity equipment | 6 | 177.41          | 631.80          |
| Badges                         |   | 119.59          | 701.31          |
| Uniform purchases              |   | 55.28           | 383.39          |
|                                |   | <u>3,452.18</u> | <u>3,634.92</u> |

**OPERATIONAL COSTS**

|                                           |    |                  |                 |
|-------------------------------------------|----|------------------|-----------------|
| Fundraising Expenses                      |    | 205.51           | 738.80          |
| Online Payment Fees (GoCardless/OSM)      |    | 371.49           | 256.00          |
| Minibus costs (inc insurance)             | 8  | 3,913.40         | 1,970.87        |
| Heating servicing and repairs             |    | 353.78           | 561.94          |
| Hall minor equipment and repairs          |    | 88.64            | 471.52          |
| Cleaning                                  |    | 1,773.47         | 1,656.52        |
| Gardening                                 |    | 567.00           | 468.00          |
| Insurance (property and public liability) |    | 959.31           | 858.90          |
| Gas                                       |    | 371.65           | 484.25          |
| Electricity                               |    | 1,208.78         | 1,316.00        |
| Water                                     |    | 302.56           | 294.00          |
| Admin and IT                              | 11 | 317.82           | 392.22          |
|                                           |    | <u>10,433.41</u> | <u>9,469.02</u> |

**TOTAL EXPENDITURE FOR YEAR**13,885.5913,103.94**NET SURPLUS /(DEFICIT) FOR YEAR****3,999.51****(38.63)**

**2ND CLEVEDON SCOUT GROUP**  
**Statement of Assets**  
**As at 31 December 2024**

| <b>Cash at Bank</b>                       | <b>2024</b>      | <b>2023</b>      |
|-------------------------------------------|------------------|------------------|
|                                           | <b>£</b>         | <b>£</b>         |
| Lloyds Bank Current Account               | 13,279.89        | 12,648.41        |
| Monmouthshire Building Society Account    | 0.00             | 25,359.83        |
| Lloyds Bank Savings Account 95 Day Access | 28,727.86        | 0.00             |
| <b>TOTAL</b>                              | <u>42,007.75</u> | <u>38,008.24</u> |

| <b>Fixed Assets</b>                          | <b>2024</b>       | <b>2023</b>       |
|----------------------------------------------|-------------------|-------------------|
|                                              | <b>£</b>          | <b>£</b>          |
| Scout building at insured value              | 330,239.00        | 321,620.00        |
| Contents & stores at insured value           | 7,417.00          | 7,136.00          |
| Equipment & radios at insured value          | 26,976.00         | 25,951.00         |
| Minibus at book value (25% reducing Balance) | 3,375.00          | 4,500.00          |
| <b>TOTAL</b>                                 | <u>368,007.00</u> | <u>359,207.00</u> |

**Liabilities as at: 31/12/2024**

There are no special liabilities other than normal running costs.

These accounts were approved by the Trustees on 10th October 2025 and signed on their behalf by:

*Caroline Waters*  
Group Treasurer

## **2ND CLEVEDON SCOUT GROUP**

### **NOTES TO THE ANNUAL ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2024**

#### **1. Basis of preparation**

These accounts have been prepared on the receipts and payments basis i.e. income and expenditure is recorded when monies are actually received or paid.

There have been no changes to the basis of preparation or to the previous year's accounts

#### **2. Fund Accounting**

Unrestricted funds are those that can be expended at the discretion of the trustees in the furtherance of the objects of the charity. All funds in the reported year are unrestricted.

Restricted funds are those that may only be used for specific purposes. Restrictions arise when specified by the donor, or when funds are raised for specific purposes.

#### **3. Taxation**

The charity is not liable to income tax or capital gains tax on its charitable activities.

The charity is not registered for VAT. Irrecoverable VAT is included in the expense to which it relates.

#### **4. Transactions with trustees and related parties**

No remuneration was paid to trustees or any persons connected with them during the year (2023: £Nil).

#### **5. Membership subscriptions**

Member's subscriptions are set at £12.50 per month for all sections, equating to £150 per year.

Subscriptions were slightly lower in 2024, matched by a reduction in capitation fees charged by the Scout Association National, County and District bodies.

Gift Aid on subscriptions is claimed every year where applicable.

#### **6. Camps and events**

Scouts summer camp costs incurred were covered by scout contributions of £2,800. It should be noted that advance costs to prebook the site were incurred and reported in 2023.

Event fees charged for specific activities are calculated to only cover costs at best, not to produce a "profit". Surpluses or shortfalls arise where there is a timing difference across more than one reporting year. In 2024, for camps and offsite activities this resulted in a surplus of £483 but a deficit of £1,197 in 2023.

## **2ND CLEVEDON SCOUT GROUP**

NOTES TO THE ANNUAL ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2024 continued

### **7. Hall hire and hall costs**

Income from the hire of the hall to external users was £5,678 (2023:£4,839) being an increase due to more “one-off “ bookings and one new regular booking.

This income continues to cover premises costs, allowing membership subscriptions to be used wholly for scouting activities.

### **8. Minibus**

Minibus hire income has usually covered a significant proportion of the annual running costs. This year, costs of £1,624 were incurred on major repairs. Minibus insurance cost was £831 (2023: £731).

### **9. Investment income**

The Monmouthshire Building Society account was closed during the year and funds transferred into a 95 day notice Lloyds Deposit account. This has resulted in a substantial increase in bank interest received.

### **10. Donations**

The Group has greatly benefitted in 2024 from kind donations received from:  
David Day , memorial collection £1,242  
Mark Shattock £240  
Clevedon Lions £250

We express our gratitude for the generosity of our donors.

### **11. Admin and IT**

These costs were incurred for website hosting, OSM fees and sundry kitchen supplies.

### **12. Group Assets**

At the year end there were no significant amounts owed or uncollected debts.