

1st Ashtead (Pelham) Scout Group

Annual Report and Accounts 2024-2025

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1. Agenda for the Annual General Meeting – Thursday 18th September 2025 at 8:00pm.

1. Welcome and introductions by the Chairman
2. Apologies for absence
3. Governance Topics
 - a. 2024 AGM Minutes
 - b. Trustees 2024/2025
 - c. Appointments
4. Review of previous year
 - a. Chair's report
 - b. Group Lead Volunteer's Report
 - c. Group Trustee Board Annual Report
 - d. Treasurer's Report
 - e. External examiner's report
5. Any other business

2. Minutes of the AGM of the 1st Ashtead (Pelham) Scout Group held on Friday 20th September 2024 at 7.30pm.

Welcome and introductions by the Chairman

1. Apologies for absence

Fiona Page District Commissioner Leatherhead District

Joe Rogerson County Commissioner Surrey Scouts

2. Governance Topics

3. 2023 AGM Minutes

4. The minutes of the 2023 Annual General Meeting were tabled.

Adoption of the minutes proposed by Mr Paul Brown

Seconded by Mr Alan Minister

The minutes were approved with no dissenters.

5. Approve appointed and community members

a) Neil Thornton, Treasurer

b) Sarah and Alan Minister, Deputy Group Lead Volunteers

c) Felicity Hewitt (Cub leader)

Proposed by Jo Nickels.

Seconded by Chris Townsend.

6. Election of Honorary Group President

Mr Chris Townsend was nominated for another year as Honorary Group President.

Proposed by Simon Horner-Long.

Seconded by Andy Marlow.

7. Review of previous year (see AGM pack)

8. Chair's report

9. Group Lead Volunteer's Report

Andy also fed back regarding range of activities completed by sections. Thanked leaders who train up in their own time to provide a wider range of activities for our young people.

Special thanks for Claire Wilkinson, who manages our waiting list and has a key role in recruiting adult volunteers.

10. *Treasurer's Report, Martin asked for further information regarding role of solar panels in reducing energy bills. Confirmed bill reduced by selling energy back to grid.*
11. *Group Trustee Board Annual Report - Simon fed back regarding drop in reserve fund by around £7000. Discussed decision last year to absorb increase in capitation costs. Need to consider raising fees next year. Remain committed to minimising rise in cost to families where possible. Invited group to ask questions. Stuart Kidd fed back that it is important to raise fees to ensure quality of services and protect the group in future. Fees vary significantly nationally, up to £500 per year/£30 per month.*

12. Any other business

Stuart Kidd, District Commissioner, gave thanks to everyone involved in the group and district. We have a number of successful groups and this is down to the part every person plays, cogs that are a part of the wheel. Stuart gave out certificate to Sarah Minister to thank her for 20 years service.

Chris Townsend, Surrey shared information regarding a fund called 'Your Fund' which may support Ashted Scouts with some projects, schools have applied for this successfully. For a larger project Chris may be able to support with this application and provide additional information.

Paul - thanked Trustee Board for supporting leaders with funding for items such as the trailer.

3. Trustees of the Group 2024-2025

Trustee Board of the Group Council

Chairman – Mr Simon Horner-Long
Group Lead Volunteer – Mr Andy Marlow
Secretary – Mrs Kim Reed
Treasurer – Mr Neil Thornton

Section Leaders:

Terry Wharton & Oliver Thornton - Explorers
Alan Minister, Paul Brown, Joe Bird – Scouts
Jenny Edwards, John Wright, Felicity Hewitt - Cubs
Sarah Minister, Mel Dunn and Steve Weller – Beavers
Alan Minister and Jenny Edwards - Squirrels

Appointments:

Changes to the Trustees during the 2024-2025 financial year.

There are no changes.

John Ashurst will be stepping down as our external examiner after many years supporting Ashtead 1st Scouts in this role. A new external examiner will be appointed as soon as possible.

4. Chairman's Report

It has been an honour to continue to serve as Chairman of the Ashtead (1st Pelham) Scouts Association over the past year. I am delighted to share a snapshot of another year filled with adventure, community spirit, and growth for our young people and dedicated volunteers.

Our group continues to thrive, with a total membership of 311, comprised of 254 youth members and 57 adult volunteers who deliver and manage scouting in Ashtead. Our sections are strong, with 3 Beaver Colonies, 3 Cub Packs, and 3 Scout Troops, all providing exciting programs and opportunities for personal development. In addition, as of January we have a waiting list of 140 across the sections which demonstrates how highly Scouting is valued within our local community – and is a wonderful testament to the calibre of our Scouting leaders and the programmes that they offer. In addition, I am delighted that we are starting a Squirrels section which will introduce younger children to the many joys and benefits of Scouting. And we continue to provide a physical home and facilities for the Explorers who are drawn from across the District.

This year, our young people have enjoyed a wide range of activities, from regular weekly meetings to trips and camping expeditions. A particular highlight has been the continued development of our water sports training, allowing our young people to gain valuable skills and qualifications. We've been able to offer all of this thanks to our strong leadership team, including dedicated leaders, section assistants, and skills instructors.

So, let me take this opportunity to thank ALL of those who freely volunteer their time and expertise to the Group in adult leadership and support roles, for their amazing and enthusiastic work in enabling our young people to receive, learn from, and have fun with a wide range of activities throughout a pretty packed calendar. Every one of you deserves thanks. Your commitment to providing life-changing opportunities for our young people is truly inspiring. And I want to specially mention Andy Marlow, our Group Scouts Leader, who commits an extraordinary amount of his time and energy outside of his day job to make it all possible with and through his section teams. I also want to thank our section leaders: Alan Minister and Jenny Edwards who lead Squirrels; Sarah Minister, Mel Dunn and Steve Weller who lead Beavers; Felicity Hewitt,

Jenny Edwards and John Wright who lead Cubs; and Terry Wharton and Oliver Thornton who lead Explorers.

Next I would like to commend the work we have done as a Trustee Board. I am delighted to announce that we have secured significant funding from Mole Valley Council for the hall floor replacement project. This will enable us to create a safer and more versatile space for our young people to enjoy for many years to come. We are in the final stages of planning and I hope that we will have a new floor by the end of the calendar year. My thanks to Paul Tylor who volunteered to lead the project, which has been key to us making this great progress.

I think it deserves mentioning, that in putting our case to the Mole Valley District Council for our Grant funding request, I was touched by the level of affection

We have continued to invest in new equipment to support our programs, ensuring our young people have access to the best possible resources for their adventures and programmes. And I'm also delighted that we are working to onboard new volunteers to manage and look after our equipment – we have been missing the quartermaster role for some time.

Financially, the Association is in a stable position. While a detailed breakdown is available in the Treasurer's Report, I am pleased that we have maintained a healthy reserve, allowing us to continue investing in our programs and facilities. Prudent financial management has ensured that we can continue to offer high-quality scouting experiences at an affordable price. In fact, we have been able to absorb much of inflation since Covid to keep costs as low as possible for parents. We are only now having to make modest fee increases as costs have risen across the District. But we remain committed, as a non-profit organisation, to keeping our fees as low as possible and to ensuring, on an individual case basis, that they do not become a barrier for children whose families may have fallen on hard times. Many thanks to Neil Thornton, our Treasurer.

Looking ahead, we have many exciting plans for the coming year, including the continued development of our Squirrels section and further improvements to our facilities. We will also continue to focus on providing high-quality training and support for our leaders, ensuring they have the skills and resources they need to deliver exceptional programs.

So, thank you the Trustee Board members and Operations Committee members who also freely volunteer to ensure that the charitable organisation enabling the Ashtead Scouts runs smoothly, looking after the finances, fee collection, investments, maintenance of facilities, facility hire, insurance, vehicles, equipment, health & safety, governance aspects and administration. And we also thank the Scouting leaders who give up additional time to represent the frontline work within these bodies. You are all greatly appreciated.

Finally, I would like to thank our parents and supporters for their ongoing support, without which we could not continue to thrive.

Yours in Scouting,

Simon Horner-Long, Chairman

5. Group Lead Volunteer's Report

This has been a year of significant change for Scouting, with challenges, opportunities, and even changes to role names. Ashtead has come through strongly thanks to the dedication of our Leads and volunteers. I am deeply grateful for everyone's time, energy, and commitment, which ensure Scouting continues to thrive for young people.

Two major events stood out this year. The first was our Group Camp at Boidierhurst, where Beavers, Cubs, Scouts, and Explorers came together for a weekend of fun activities. We deliberately mixed the groups so each activity included young people from every section. While this may sound unusual, it provided a fantastic opportunity for all sections to work together, have fun, and support each other — a style of camp I'm not sure you'd find elsewhere.

The second was Scoutabout — the Scout section's three-yearly highlight. This huge county activity camp, held at the South of England Showground in Ardingly, offers a very different camping experience to what we usually do at Ashtead. It allows Scouts greater freedom to choose and take part in activities as they wish. Most Scouts only get to attend once, making it an especially memorable experience.

Ashtead continues to lead the District in membership, skills, and experience. Our dedicated volunteers not only train District and County volunteers in essential skills such as First Response, survival, archery, and climbing, but also generously provide our watersports capabilities when available.

The Group remains financially strong and well-equipped, supported by a programme of continuous repairs and improvements at our headquarters. This year, we invested in new Scout tents and gazebos, enabling more camping opportunities and more efficient dry space at events. We have also started planning for a new floor, and in July, we will launch a new Squirrel section, which will run full-time from September 2025.

Looking ahead, we know there will be challenges. With some volunteers stepping down, we will need new team members to keep our Cub sections thriving. We also expect Explorers selected for Jamborees and international camps will need support with fundraising. Personally, I always enjoy a good quiz as a way to raise funds!

Andrew Marlow , 1st Ashtead Group Lead Volunteer

6. Treasurer's Report

Treasurer's Report:

1. Financial Year 2024/2025 vs 2023/2024

Overview

The financial year ending 31st March 2025 reflects a strong recovery and growth in both income and asset value compared to the previous year. The Group recorded a net surplus of £18,870, a significant turnaround from the £7,631 deficit in 2023/2024.

Receipts

Total receipts increased by £12,200, rising to £84,041. Key contributors to this growth include:

- Membership Fees: Up by over £5,000 (to over £41,000)
- Donations: Up by £1,174.02 (to £1,290)
- Fundraising: Up by £1,569.74
- Rent Income: Up by £2,800

Payments

Total payments decreased by £14,300, to £65,171. Mainly due to the following one off costs in the prior year:

- Hall Redecorating: £5,320
- Removal of Gas Boiler / New Electric Heater: £7,456.80
- New Trailer: No expenditure this year previously £7,020

Offset slightly by the following costs this year:

- Motor Vehicles: Up by £1,800 (mainly servicing cost)
- New climbing equipment: New expenditure of £1,400

Net Income and Funding Position

- Net Income: £18,870 surplus (vs £7,631 deficit)
- Cash Carried Forward: £98,314 (up £18,870)
- Total Assets: £1,174,577.29 (up £70,814):

Conclusion

The Group is well-positioned with strengthened reserves and a healthier asset base. Continued focus on sustainable fundraising and cost control will be key to maintaining this positive trajectory.

2. 2025/2026 Financial Year to date

Monetary Asset Position (31 August 2025)

The total monetary assets stand at £121,599, representing an increase of £3,687 compared to the same date in 2024.

Breakdown of Assets:

- Cash and Floats: £32,685

- Time Deposits: £88,914

Key Year-on-Year Changes:

- Gift Aid of £8,433 was received in August 2024; the 2025 amount is expected in Q4.

- £3,000 was spent on new tents in May 2025.

Year-to-Date Accounts Summary (31 August 2025)

A net Income of £24,599 for the 5 months, mainly as a result of the Membership Fees income (£32,729), partly offset by tent purchases (£3,000) and minibuss insurance (£1,500)

We do expect the remaining 7 months to produce a net loss of ~ £12,000, as result of the ~ £19,000 capitation fees that we expect to pay to the scouting organization in Q1 2026 offset by the gift aid income and the fundraising from the Christmas market, other donations.

Forecast result

On the assumption that there are no other unexpected capital projects and the floor replacement is completely covered by the Council grant, I would anticipate a net income of ~£12,600 and a funding position of ~ £110,000,

7. Independent Examiner's Report

See Appendix 2.

8. Trustee's Annual Report for Year Ending 31st March 2025

The objectives of the Group are as a unit of the Scout Association. The aim of the Scout Association is to promote the development of young people in achieving their full physical, intellectual, social and spiritual potentials, as individuals, as responsible citizens, and as members of their local, national and international communities. The method of achieving this aim is by providing an enjoyable and attractive scheme of progressive training, based on the Scout Promise and Law, guided by adult leadership.

Subscriptions are charged for membership to cover the immediate running costs of the Group and these do not unduly restrict membership. The Group follows the principle that no one should be excluded because of their inability to pay membership subscriptions or fees charged for camps and outings. The Group endeavours to obtain bursaries and/or grants for those who could not otherwise afford to take part.

Two key principles demonstrate that Scouting's aims are for the public benefit and that, through the Scout method, young people develop towards their full potential and that there is a clear link between the benefits for young people and the purpose of Scouting. The safety of young people is taken very seriously and the benefits that Scouting provides, far outweigh the risks. Any private benefits from Scouting are incidental, other than to those as a beneficiary.

The membership of the Group at this year's census on 31st January 2025 was 311, 72 up from last year. Scout numbers stand at 98, Cub Scouts currently number 83 and Beaver Scouts are 73. Our waiting list for Beaver Scouts remains significant at 140 – mostly across Beavers and Cubs. Overall, the adult leadership numbers 57 with a young person/adult leader ratio of 0.23. The youth male/female balance in the Group currently stands at 225 male and 86 female. These numbers do not include Explorers, Network nor Squirrels (as they have only just started).

1st Ashtead (Pelham) Scout Group continues to be the largest of the six Groups in the District. The Group Trustee Board comprises 6 appointed roles (Chair, Treasurer, Secretary, Lead Volunteer, Youth Lead and Facilities Manager - 5 male and 1 female. There are 11 co-opted roles who together with the Trustees form the Operations Committee. They manage the following functions: Youth Leader Representation x2, mini-bus management, hall bookings, insurance, subscriptions, electrical maintenance, and waiting lists. A further two roles for fundraising and equipment management are currently vacant.

All Scouting sections have held regular weekly meetings and have been involved in arranged trips and camping expeditions. All young people have been encouraged to gain badges across the programme range. Our specialism in the provision of water sports training has continued to develop at a fast pace. We continue to have a strong leadership team including leaders, section assistants and skills instructors. However, the situation is constantly changing and additional adult help and support – regular or occasional, is always welcomed.

The Annual General Meeting of the Group Council was held in September 2024 in the Scout Hall. At the end of the 2024-2025 financial year, the Group had cash reserves amounting to £96,999, which is approximately £18,000 more than last year. The Group's policy on financial reserves is to hold a sufficient amount to meet its present and future liabilities and thus, enable it to carry out its objectives. The Trustees have identified the major risks to which they believe the Group is exposed. They have reviewed these and established systems to mitigate them.

The key objectives of the Group are to be an effective, functional unit through which the design and delivery of the Scout "6-25 programme" can be achieved subject to the policy, organisation and rules of the Scout Association. The financial accounts have been drawn up on a receipts and payments basis, consistent with the previous year.

Approved by the Trustees on 12th September 2025 and signed on their behalf by Simon Horner-Long (Chair) and Neil Thornton (Treasurer)

Group Registration Number with the Scout Association – 5904 Group Registered Charity Number – 305770 Bankers: Lloyds Banking Group, Ashtead, Surrey.

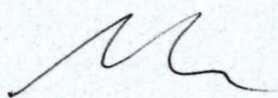
Contact Name and Address: Andrew Marlow, 59 Bramley Way, Ashtead, Surrey, KT21 1QZ

Appendix 1 Published Accounts 2024-2025

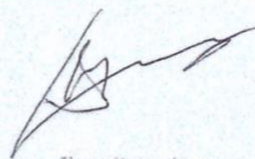
Published Accounts (Receipts & Payments / Assets & Liabilities) For the year ended 31st March 2025

	2024/2025 THIS YEAR £	2023/2024 LAST YEAR £
Total receipts for the year (see page 2)	84,040.83	71,841.98
Total payments for the year (see page 3)	-65,171.05	-79,473.47
Net payments for the year	18,869.78	-7,631.49
Cash, bank and similar funds brought forward	79,444.07	87,075.56
Cash, bank and similar funds carried forward (see page 4)	98,313.85	79,444.07

The above account and accompanying Statement of Assets and Liabilities were approved by the trustees on and signed on their behalf by:

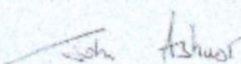


Neil Thornton
Group Treasurer



Simon Horner Long
Group Chairman

I have examined the above accounts together with the records of the Group and certify that they are in accordance therewith.



John Ashurst
Hon Auditor

Appendix 2 External examiner's report

Independent Examiner's Report to the Trustees of the

1st Ashtead (Pelham) Scout Group

I report on the accounts of the Group for the year ended 31st March 2025 which are set out in the annual report for 2024/2025.

Respective responsibilities of trustees and 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(2) of the Charities Act 2011 (the 2011 Act) and that an Independent Examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- follow the procedures laid down in the General Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- state whether particular matters have come to my attention.

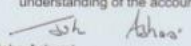
Basis of Independent examiner's report

My examination was carried out in accordance with the general Directions given by the Charity Commission. 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 no opinion is given as to whether the accounts present a "true and fair view" and the report is limited to the matters set out in the statement below.

Independent Examiner's statement

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

- (1) 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 2011 Act and to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 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.


John Ashurst
Independent Examiner
29 Broadhurst
Ashtead
Surrey
KT21 1QB

Registered Charity Number: 305770