

1st Ashtead (Pelham) Scout Group

Annual Report and Accounts 2025-2026

Contents

1. Agenda
2. 2025 AGM Minutes
3. Trustees of the Group 2025-2026 and appointments information
4. Group Chairman's Report
5. Group Lead Volunteer's Report
6. Treasurer's Report
7. Independent Examiner's Report
8. Trustee's Annual Report for Year Ending 31st March 2026
9. Group Census 2025-2026

1. Agenda for the Annual General Meeting – Sunday 5th July 2026 at 11:30am.

1. Welcome and introductions by the Chairman
2. Apologies for absence
3. Governance Topics
 - a. 2025 AGM Minutes
 - b. Trustees 2025/2026
 - 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 Thursday 18th September 7:45pm.

Welcome and introductions by the Chairman

1. Apologies for absence

- *Fiona Page, District Commissioner Leatherhead District*
- *Joe Rogerson, County Commissioner Surrey Scouts*
- *Matt Hoath, District Chairman*
- *Chris Townsend, Local Councillor*

- *John Ashurst, Independent Examiner*

2. 2024 AGM Minutes

The minutes of the 2024 Annual General Meeting were tabled.

Adoption of the minutes proposed by Adam Slark

Seconded by Alan Minister

The minutes were approved with no dissenters.

3. Approve appointed and community members

No changes to be made. The group require a new external examiner, this will be arranged as soon as possible.

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

Additional Trustees:

Alan Minister

Sarah Minister

Felicity Hewitt

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

4. Election of Honorary Group President

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

Proposed by Andy Marlow.

Seconded by Simon Horner-Long.

Review of previous year (see AGM pack)

5. Chair's report - see AGM pack.

6. Group Lead Volunteer's Report - see AGM pack.

Andy thanked all those who give up their time to help with camps and activities.

7. Treasurer's Report - see AGM pack.

Malcom McKee asked about possible future liabilities.

Simon fed back that we will likely need to replace mini buses and to carry out maintenance work on the hall once the flooring has been replaced.

Accounts adopted. Proposed by Terry Wharton, seconded by Phil Kench

8. Group Trustee Board Annual Report - see AGM pack.

9. Any other business.

Stuart Kidd - there have been a lot of changes at every level in Scouting. Recognised the excellent teams involved at Ashtead.

3. Trustees of the Group 2025-2026

	Names of the charity trustees who manage the charity	Office (if any)	Dates acted if not for whole year
1	Mr Simon Horner-Long	Chair	
2	Mr Andy Marlow	Lead Volunteer	
3	Mr Neil Thornton	Treasurer	
4	Mrs Kim Reed	Secretary	
5	Felicity Hewitt		
6	Alan Minister		
7	Sarah Minister		

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 2025-2026 financial year.

There are no changes.

4. Chairman's Report

Chairman's Annual Report (2025–2026)

It is my privilege to present the Chairman's Annual Report for the 2025–2026 Scouting year. This has been a landmark year for the Ashted (1st Pelham) Scouts Association—defined by the completion of major infrastructure improvements, strategic investments in our vehicle fleet, steady section growth, and a continued commitment to providing exceptional opportunities for our young people.

Our Group remains an essential pillar of the local community, supporting a vibrant youth membership across all age brackets. Following its successful launch, our **Squirrels section** has gone from strength to strength, providing a wonderful introduction to Scouting for our youngest members. Our traditional Beaver Colonies, Cub Packs, and Scout Troops remain highly active, and we continue to provide a vital home base and facilities for the Explorer Scout District section. While we maintain a healthy waiting list that reflects the high regard for Scouting in Ashted, a shifting local demographic means we are actively encouraging new families to join our ranks and experience the benefits of the movement.

Capital Projects, Fleet & Facilities Update

This year has seen transformative changes to both our hut and transport facilities:

The Hall Floor Replacement Project: Supported by a **£35,497 grant** from the Mole Valley District Council, the installation is now complete. Following the initial works, our final installment of £1,560 was successfully processed to cover the specialized line-marking. I would like to formally extend the Group's profound thanks to **Paul Tylor** for his expert leadership in securing this funding and navigating the project requirements from start to finish. The new floor provides a safer, and highly versatile environment that will benefit Ashted youth for decades to come. And I trust you will agree that it has made the hall feel significantly fresher and lighter.

Major Fleet Investment (New Minibus): Following discussions regarding the long-term viability of our older transport fleet, I am thrilled to announce that we have purchased a **new 17 seater minibus**. This significant capital investment replaces the old white bus which was definitely end of life and has subsequently been scrapped. It ensures our sections can continue to travel safely and affordably to camps and external activities across the county and country.

Upgraded Hall Furniture & Storage: To protect our pristine new flooring surface from structural scratches, the Group invested to replace our old tables and chairs with 90 new high-quality, floor-safe chairs. We have also structurally reorganised our equipment storage areas with new shelving units as well.

Safety Infrastructure: Continuing our commitment to rigorous safety protocols, **wireless, app-controlled smoke and heat detectors** have been successfully installed across the building.

Looking ahead, the Board is evaluating a series of future premises projects, including a potential front-entrance canopy to shelter parents during collections, hall insulation, and essential accessibility modifications to improve our corridors and facilities.

Acknowledgements & Leadership Successions

An association of this scale simply cannot run without an extraordinary amount of volunteer hours. I would like to express my deepest thanks to all of our dedicated leaders, skills instructors, assistants, Trustees and Operations Committee members.

Group Scouting Leadership: Our Group Scout Leader, **Andy Marlow**, deserves special recognition. His tireless commitment to coordinating our sections, managing leader training, and executing community fundraising events is inspiring.

Frontline Leaders: Thank you to our section heads who give up their evenings and weekends: Alan Minister and Jenny Edwards (Squirrels); Sarah Minister, Mel Dunn, and Steve Weller (Beavers); Felicity Hewitt, Jenny Edwards, and John Wright (Cubs); Paul Brown, Alan Minister and Joe Bird (Scouts); and Terry Wharton and Oliver Thornton (Explorers).

Financial Stewardship & Support

Financially, the Association remains in a robust and healthy position despite significant capital outlays. I refer you to the Treasurers Report.

My sincere thanks go to **Neil Thornton**, our Treasurer, and **Caroline**, our subscriptions manager, for their diligent fiscal oversight.

Governance, Safety, and Community Trust

The Trustee Board remains rigorously focused on charity compliance and risk management. All Trustees have reviewed the latest national Scout Association safeguarding and safety guidance to ensure our local operating procedures align precisely with official Policy, Organisation and Rules (POR).

Our safety infrastructure has been modernised, and the vital "Purple Card" emergency procedures are prominently displayed within the hall. While we navigate occasional isolated minor incidents on camps and outdoor trails, they are thoroughly reviewed via Online Scout Manager (OSM) to continuously refine our leader-to-youth supervision frameworks.

My deepest thanks go to our youth members, parents, family members, and local Ashted supporters. Your trust, transport help, and endless enthusiasm are what allow the 1st Pelham group to thrive.

Yours in Scouting,

Simon Horner-Long

Chairman, Ashted Scouts Association

5. Group Lead Volunteer's Report

I am pleased to present my report for the period April 2025 to March 2026.

This has been another successful year for 1st Ashted Scout Group. During the year we supported around 250 young people across our Squirrel, Beaver, Cub, scout and explorer sections, made possible by the dedication of around 60 volunteers. Together, we have continued to provide adventurous, enjoyable and challenging activities while maintaining a strong and thriving Group.

One of our biggest achievements has been replacing our ageing hall floor. A huge thank you goes to Paul Tyler, the Operations Committee and our Trustees for seeing this project through, supported by a grant from Mole Valley District Council. The new floor has transformed our hall and will benefit both the Group and the wider community for many years to come.

Our membership has remained strong despite the wider trend of falling youth membership. The introduction of our new Squirrel section has been a great success. Our 4 to 6-year-olds have embraced every challenge that Scouting has to offer and have progressed exceptionally well. We are delighted that several Squirrels will soon be receiving their Chief Scout's Acorn Award.

Our Beaver Colonies have enjoyed another fantastic year, including sleepovers, camping and Beaver Go Wild. For the first time in many years, Ashted Beavers camped under canvas without parents, which was a real milestone. They also attended Bazzaz, the County activity day, joining around 4,000 Beavers and Rainbows for a memorable day despite the rain.

Our Cub Packs enjoyed another successful summer camp and are looking forward to even more opportunities in the coming year, including SCRAM, the Cub equivalent of Bazzaz. We will also see the leaders who established Jubilee Pack 13 years ago step back, allowing a new generation of leaders to take the pack forward. I would like to thank them for their years of dedication and commitment to the Group.

Our Scout Troops continue to offer an impressive programme of watersports, camping, shooting, archery and traditional Scouting skills. This is a testament to the skilled, dedicated and highly trained volunteers who give so much of their time to provide these opportunities.

This year we were also proud to host the District St George's Day celebration, welcoming Scouts from across the District to parade through the village before renewing their Promise outside our hall. It was wonderful to see a number of our volunteers recognised with awards for their outstanding service to Scouting.

One of the greatest strengths of our Group continues to be our volunteers. Whether they are leading sections each week, maintaining our hall and equipment, serving as Trustees, supporting fundraising or simply lending a hand when needed, every volunteer plays an important part in delivering Scouting in Ashted. We have welcomed new volunteers into the Group this year while also saying thank you to those stepping back after many years of dedicated service. As always, we are keen to

welcome more adults to join our team, whether in a regular role or by helping occasionally. Every extra pair of hands allows us to offer even more opportunities to our young people.

Looking ahead, we have already encountered one challenge, with one of our minibuses suffering a major mechanical failure and needing replacement. Securing another vehicle will be a priority so that we can continue to provide adventurous activities and camps throughout 2026/27.

Whilst we anticipate a slight reduction in membership over the coming year, we remain committed to reducing our waiting list and offering Scouting to as many young people in Ashted as possible. We look forward to hosting St George's Day once again, alongside another exciting programme including SCRAM, camps, activity days and Pirate Day for our Squirrels.

Finally, I would like to thank every one of our volunteers, Trustees, Operations Committee members, parents and supporters. Without your commitment, enthusiasm and countless hours of work behind the scenes, none of these opportunities would be possible. Most importantly, thank you to our young people, whose enthusiasm, curiosity and sense of adventure make everything we do worthwhile.

As we look forward to another year of adventure, challenge and friendship, I am confident that 1st Ashted Scout Group will continue to thrive. Together we will keep providing life-changing experiences, helping young people develop skills for life and ensuring that Scouting remains at the heart of our community.

Andrew Marlow, 1st Ashted Group Lead Volunteer

6. Treasurer's Report

Statement of Assets and Liabilities For the year ended 31st March 2026

	2025/2026	2024/2025
Non-monetary assets		
HQ Building (at valuation for Insurance)	919,542.00	884,175.00
Garage (at valuation for Insurance)	21,311.00	20,491.00
Concrete Store (at valuation for Insurance)	15,566.00	14,967.00
All Equipment (at valuation for Insurance)	68,394.00	68,555.00
Climbing Wall (at valuation for Insurance)	30,571.00	28,571.00
Gas Cage	2,370.00	2,215.00
Other equipment	10,226.00	5,044.00
Solar Panels	19,519.00	18,678.00
Canoes (at valuation for Insurance)	16,921.00	16,921.00
Trailer & other water sports equipment	18,067.80	17,960.80
Total non-monetary assets	1,122,487.80	1,077,577.80
Montary assets		
Lloyds TSB Current Account	62,891.26	16,079.27
Subscription Account	1,998.00	1,998.00
Lloyds TSB Time Deposit	19,000.00	60,000.00
Lloyds TSB period notice deposit	10,264.35	18,558.53
Cash Floats	283.17	383.75
Total group monetary assets	94,436.78	97,019.55
Liabilities due wihin one year		
Exceptional Accrued Expenses	0.00	0.00
Cash Float creditors	0.00	-20.06
Total liabilities due within one year	0.00	-20.06
Net monetary assets	94,436.78	96,999.49
Total assets	1,216,924.58	1,174,577.29

Receipts**For the year ended 31st March 2026**

	2025/2026	2024/2025
Membership Fees	38,351.00	41,163.51
Donations	875.75	1,290.00
Section activities and camps	19,913.87	15,338.88
Fundraising	3,197.24	4,947.42
Tax refund (Gift Aid)	0.00	8,432.67
Interest	2,488.98	1,468.60
Grants income (Floor replacement)	35,496.56	0.00
Rent	5,829.50	11,399.75
Total receipts	106,152.90	84,040.83

Payments**For the year ended 31st March 2026**

	2025/2026	2024/2025
Membership Costs	19,453.50	18,632.00
Section activities and camps	21,729.17	17,711.74
Insurance	5,663.66	5,628.87
Utilities	3,034.68	3,162.62
Monthly cleaning	1,831.27	1,867.92
Hall redecorating	1,560.00	188.70
climbing wall inspection / maintenance	0.00	1,332.00
Electrical Work and Gas Inspection	1,101.50	1,547.00
Other maintenance	867.22	1,039.83
Professional Floor clean	1,920.00	0.00
Activity Equipment	1,337.62	858.00
New Chairs and Tables	2,151.00	0.00
Hall floor replacement	35,496.56	0.00
Climbing equipment	0.00	1,428.33
Camping Equipment	4,722.27	1,741.38
Other Administration	940.78	1,112.60
Transaction fees	1,295.63	1,220.67
Badges and Uniforms	3,455.71	2,977.21
Donations	750.00	823.75
Training	139.25	580.00
Motor Vehicles	1,265.79	3,318.43
Total payments	108,715.61	65,171.05
Net income / (payments) for the year	-2,562.71	18,869.78

7. Independent Examiner's Report

See Appendix 2.

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

Trustees' Annual Report

Charity Name	<i>1st Ashtead (Pelham) Scout Group</i>
Charity Registration Number (if registered - leave blank if excepted charity)	<i>Group Registered Charity Number – 305770</i>
HQ Registration Number	<i>Group Registration Number with the Scout Association – 5904</i>

Objectives and activities

Summary of the purpose and objects of the charity as set out in its governing document	The objectives of the charity are as a part of The Scout Association. 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. 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 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
Summary of the main activities in relation to the purpose and objects	Through a balanced programme our young people learn practical life skills, build confidence and resilience, work as part of a team, contribute to their local communities, and develop respect for others and the environment. A wide range of activities are offered enabling members to grow in character, responsibility, and citizenship while having fun in a safe and supportive environment.
Statement confirming the trustees have had regard to the	The Trustees confirm that the charity meets the Charity Commission's Public Benefit criteria under both the advancement of education and the advancement of citizenship or community development headings.

guidance issued by the Charity Commission on public benefit	
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Achievements and performance

Summary of the main achievements of the charity during the year identifying the difference and impact the charity's work has made, including on sustainability	The installation of a new hall floor has improved our facilities, enabling us to continue providing Scouting opportunities for local young people while also supporting the many community groups and clubs that use the hall. Our Squirrels section continues to introduce younger children to Scouting, supporting their early development through fun and engaging activities. Across all sections, we have maintained a broad programme of traditional Scouting alongside adventurous activities such as watersports, climbing, archery, and shooting. We have also welcomed new volunteers who are now regularly supporting section meetings, strengthening our leadership team and helping to ensure sustainable succession planning for the future.
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Financial review

Review of the financial position	<i>Bankers: Lloyds Banking Group, Ashted, Surrey.</i>
Policy on Reserves, why they are held, and the amount of reserves	The policy on reserves is to hold sufficient resources to continue the charitable activities of the charity should income and fundraising activities fall short. The Trustee Board considers that the charity should hold a sum equivalent to 15 months running costs, circa £35k. Plus funds for any designated for liabilities. The designated liabilities identified are £53k for 2 replacement minibuses. One minibus was acquired for £28k in April 2026. Leaving £25k in reserve for the second. The charity held reserves of approximately £95k at the year end. This is above the level required for operating expenses and designated liabilities.
Policy on Investments and investment performance	The Trustee Board regularly monitors the levels of bank balances and the interest rates received to ensure the charity obtains maximum value and income from its banking arrangements. Occasionally this may involve using an account that requires a period of notice before funds may be withdrawn, before doing so the Trustee Board considers the cash flow requirements.

Structure, governance and management

Type of governing document	The charity's governing documents are those of 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 (POR) of The Scout Association.
How the charity is constituted	The charity is a trust established under its rules which are common to all Scouts. It is constituted as an educational charity.
Trustee selection methods	The Trustees are appointed in accordance with the Policy Organisation and Rules of The Scout Association.
Policies and procedures for the induction and training of trustees	All Trustees complete The Scout Association trustee and mandatory learning within the first six months of joining the Trustee Board, they also complete other Scout Association mandatory learning periodically as required.
Additional governance arrangements	The charity is managed by the Trustee Board, the members of which are the "Charity Trustees". 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 5 Trustees and meets 6 times a year. There are 12 co-opted roles who together with the Trustees form the Operations Committee. They manage the following functions: Youth Leader Representation, mini-bus management, hall bookings, insurance, subscriptions, electrical maintenance, waiting lists and equipment management. A further role for fundraising is currently vacant. The Trustee Board exists to support the Leadership Teams in meeting the responsibilities of their appointments and in supporting them to run high-quality and safe programs that give young people skills for life. The Trustee Board maintain appropriate governance policies and oversight. The Trustee Board is responsible for carrying out its purposes for the public benefit, complying with the charity's governing document and the law, and managing the charity's resources responsibly. The Trustee Board is responsible for ensuring the charity is well managed, risks are assessed and mitigated, buildings and equipment are in good order and everyone follows legal requirements and Scout Association Policy, Organisation & Rules.

	This includes responsibility for: • Promoting a positive image of Scouting in the community, as well as its development; • Developing, maintaining and regularly a risk register, including putting in place appropriate mitigations; • Ensuring that the finances are properly managed, and there are sufficient resources (and reserves) to deliver high quality Scouting; • Ensuring a system of internal controls is in place that is designed to provide reasonable assurance against material mismanagement or loss; • Ensuring that property is appropriately managed; • Maintaining appropriate insurance of persons, property and equipment; • Assisting in the recruitment of leaders and other adult support; • Having an open and transparent selection process for the recruitment of Trustees; • Appointing Advisors as required; • Ensuring effective administration is in place to support the Trustee Board; • Ensuring compliance with applicable governance and charity regulations, including in respect to safety and safeguarding; • Ensuring incidents are appropriately reported in line with regulation and policy; • Ensuring applicable policies and regulations are regularly reviewed and changes implemented as appropriate; • Ensuring transparency of operations, including in the preparation of accounts and holding and AGM; • Ensuring compliance with Data Protection legislation; • Acting as a responsible employer for any employees, who are effectively managed.
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Plans for future periods

Plans for future Periods	• Strengthen recruitment and retention of volunteers to ensure a stable and committed team. • Establish a sustainable approach to managing vehicles and trailers that require towing, including supporting adults to obtain the necessary towing licences. • Plan and undertake fundraising to support the acquisition of an additional minibus, replacing the older vehicle currently in use.
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Reference and administration details

Principal Address	<i>Contact Name and Address: Andrew Marlow, 59 Bramley Way, Ashted, Surrey, KT21 1QZ</i>
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Name and address of advisors

Type of advisor	Name	Address
Independent Examiner / Auditor	<i>Bryan Bailey</i>	<i>10 Oakfield Road Ashted KT21 2RE</i>

Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees by:

Signature		
Full name	Kim Reed	
Position held	Secretary	
Date	01/07/2026	

Published Accounts (Receipts & Payments / Assets & Liabilities)

For the year ended 31st March 2026

	2025/2026 THIS YEAR £	2024/2025 LAST YEAR £
Total receipts for the year (see page 2)	106,152.90	84,040.83
Total payments for the year (see page 3)	-108,715.61	-65,171.05
Net income / (payments) for the year	-2,562.71	18,869.78
Cash, bank and similar funds brought forward	96,999.49	78,129.71
Cash, bank and similar funds carried forward (see page 4)	94,436.78	96,999.49

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.



Bryan Bailey
Hon Auditor

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 2026 which are set out in the annual report for 2025/2026.

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.



Bryan Bailey
Independent Examiner
10 Oakfield Road,
Ashtead,
Surrey
KT21 2RE

Registered Charity Number: 305770