



Pathfinder Scout Group Annual Report & Accounts

Period Ended 31 March 2017

BEAVERS⁺

cubs⁺

SCOUTS⁺

EXPLORERS⁺

PATHFINDER SCOUT GROUP AGM

AGENDA 2017

1. Welcome & Introduction from Chair
2. Apologies for absence
3. Approve the Minutes of the 2016 Annual General Meeting
4. Approve the Annual Reports for the Group and Sections
5. Approve the Accounts for the year ending 31st March 2017
6. GSL Nomination of Chairman for approval.
7. Elections and appointments of Group Secretary, Treasurer & committee
8. Group Scout Leaders report;
9. Awards and presentations.
10. Address by District Commissioner.
11. AOB

Trustees' Annual Report for the year

1 April 2016 to 31 March 2017

Section A Reference and administration details

Charity name	Pathfinder Scout Group
Group registration number	1020859
Charity's principal address	Scout Hut Baden Drive Horley RH6 8SD

Name of the members of the Group Executive Committee

Ex –Officio	Trustee name	Office (if any)
	Mr Kevin Smith	Chair
	Mr Martin Sharp	Group Scout Leader
	Mrs Emma Jukes	Secretary
	Mrs Judith Shuttleworth	DBS and Compass Manager
	Mr Danny Patel	Parent

All trustees acted for the whole year except where stated

Section B Structure, governance and management

Description of Governance

Type of governing document	The Group'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 of The Scout Association.
How the charity is constituted	The Group is a trust established under its rules which are common to all Scouts.
Group Executive selection methods	The appointments are made in accordance with the Policy, Organisation and Rules of The Scout Association

Additional governance issues

The Group is managed by the Group Executive Committee and the Group is separately registered with The Charity Commission as an educational charity.

The Group Executive Committee exists to support the Group Scout Leader in meeting the responsibilities of the appointments and is responsible for:

- The maintenance of the Group's property and equipment
- The raising of funds and the administration of the Group's finance
- The insurance of persons, property and equipment
- Group public occasions
- Assisting with the recruitment of Leaders and other adult support

Risk and internal control

The Group has in place systems of internal controls that are designed to provide reasonable assurance against material mismanagement or loss; these include 2 signatories for all payments and a comprehensive insurance policy to ensure that insurable risks are covered.

Section C Objectives and activities

Summary of the objectives of the charity set out in its governing document	<p>The objectives of the Group are as a unit of the Scout Association. The purpose of Scouting is to contribute to 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 the Aim of the Association is by providing an enjoyable and attractive scheme of progressive training, based on the Scout Promise and Law and guided by adult leadership.</p>
Summary of the main activities in relation to these objects	<p>Refer to the reports by the section Leaders</p>
Public Benefit	<p>Subscriptions are charged for membership to cover 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.</p> <p>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 Scouting activities provide far outweigh the risks. Any private benefits from Scouting are incidental, other than to those as a beneficiary.</p>

Section D Achievements and performance

Summary of the main achievements of the charity during the year	<p>Refer to the reports by the Beaver Scout Leader, Cub Leader and Scout Leader for each section</p>
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Section E Financial Review

Brief statement on the charity's policy on reserves	Reserves Policy <p>We hold cash at bank of £34,028. The Group's policy on reserves is to hold sufficient reserves to continue the charitable activities of the Group should income and fundraising activities fall short and to effect repairs to the buildings we manage. The Group Executive Committee considers that the Group holds sufficient reserves to satisfy this policy.</p>
Details of any funds materially in deficit	<p>None</p>

Section F Investment Policy

The Group's policy does not have sufficient spare funds to invest longer term investments in stocks and shares. The Group has therefore adopted a low risk strategy to the investment of its funds. All funds are held in cash using only mainstream banks.

The current account is reviewed regularly to transfer funds not required for near use to obtain maximum value and income from its banking arrangements.

Section G Declaration

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

Signed on behalf of the charity's trustees

Signature(s)

The original has been signed by

**Full names(s)
Position
Date**

**Kevin Smith
Chair**

**Emma Jukes
Secretary**

20/11/2017

Chairman's Report

The Group Executive Committee plays a vital role in the running of a Scout Group, making decisions and carrying out administrative tasks to ensure that the best quality Scouting can be delivered to the young people in the Group. Members of the Executive Committee must act collectively as charity trustees of the Scout Group, and in the best interests of its members. During 2016-17 the Pathfinder Scout Executive Committee was made up of the following members: Kevin Smith (Group Chairman); Emma Jukes (Group Secretary); Judith Shuttleworth (Parent Member); Danny Patel (Parent Member) Martin Sharp (Group Scout Leader).

I would like to take this opportunity to express my sincere thanks to Mike Haynes and Sue List our previous Trustees who stepped down this year, for their incredible work over the years in managing the group both as leaders and Trustees.

A review of Baden Drive was undertaken and we have now completed full replacement of all the fencing around the rear of the site and enclosed the rear garage area to make it safe. Alarms and lighting have been tested and new emergency lights fitted throughout. We have agreed contracts with a cleaner and janitorial supplies company to ensure the hall is fit for hire. We have also agreed contracts with the playgroup that use our premises for the first time in 18 years giving them security and helping them with any grants they can claim that require this. Finally the boiler will be replaced giving us a cleaner more efficient system which should bring some long term saving.

At Salfords we have formalised arrangements with the local groups who use our hall in the evenings and have new tenants during the daytime giving us a valuable extra source of income. We still have a lot to do with this building and the next year will see a focus on works we need to do there to ensure the long term sustainability of the site and building, including replacing the boiler, fencing and making the front area of the building more suitable for use.

At Bay Close we have opened the hall up for the first time in about 8 years, however the building is in a very poor state of repair and we are reviewing our options of whether we can get it up to standards to be viable for use. To this end we are approaching local organisations and Supermarkets who may be able to help us with fundraising.

We have engaged with a web design company for a new website for the group to enable us to communicate with our parents and the wider community, with intention to engage with new leaders and young people. We have also worked hard on social media and with local schools to raise awareness of the hall and it's availability for hire and to seek out new leaders who can help the group going forward.

Whilst we hold a reasonable contingency fund for repairs to the buildings it is important that we ensure that this will be sufficient for the long term sustainability of the group and we will look to review this over the coming year.

The Group is one of the fastest growing in Surrey and all of our Leaders and Supporters put in a huge amount of time and effort to ensure that our young people have best possible Scouting experience, under the enthusiastic leadership of Martin Sharp who has worked tirelessly to contribute to the amazing success of Pathfinder. I am pleased that we have the opportunity to acknowledge everyone's contributions and to thank them at this year's AGM.

Kevin Smith
Group Chairman

Group Scout Leaders Report

This is a new role for me and I have only been in post since February and I have big shoes to fill and would like to take this opportunity to thank Mike Haynes for all his hard work as GSL and his continued support . Also his right hand woman Sue List who has been doing so much work to keep the group moving on and ticking over.

Pathfinder is very large group. The group is made up of two beavers colonies (both at full capacity) ,three cub packs with really good numbers in each .Two scout troop and now we have started an explorer unit which is growing fast led by our new explorer leader Andy Murray ,welcome to the team Andy.

Can I say a big thank you to all the leaders who give up so much time to make sure there is quality scouting at Pathfinder. They do not get paid, they do it for the love of the job.

An update of what has been happening in the group. We have new signs for Baden drive HQ and Salfords HQ to say who we are and what we do with email address on for enquires. We have a new web site being designed and should be up and running very soon Thank you to Chris witty for putting that together.

But the most important thing is that we now have a committee woo hoo. Thank you to those who have volunteered and thank you to those who I will pounce on in the future to add to the numbers .We have 8 members at the moment, we really need about 15.

Between now and this time next year the plan is to provide more scouting opportunity's for the youth of Horley and for the families that will live in the new 2700 houses being built over the back of Meath Green. The plan is to open our hut in Bay Close which is right on the edge of the development and offer scouting to them. First a beaver colony and then cubs and scouts and so on.

The bottom line is that we have a great group doing some great scouting with great kids and we will go from strength to strength.

Can I thank all the leaders that give up so much time to make sure that the children of Horley have the experience of quality scouting.

Martin Sharp

July 2016

The Monday Beaver Colony's Report

Lisa and I took over the thriving Colony from Karen & Julia in January. We have had a busy and exciting time; here is a selection of what we have been up to:

The beavers have made paper aeroplanes & talked about their favourite planes to gain their air activities badge. They had a tour round the new Baptist's church and wrote prayers & reflections, they also acted out puppet shows, which earned them the faith badge. They spent several evenings learning about stars and junk modelling space craft. Tim Peake was on the space station during this time & they watched several of his podcasts. For this they received (unsurprisingly) their space badge.

Ongoing badges at the moment are: the gardener badge where they are tending tomatoes & beans that a local gardener helped them to plant; and the camp craft badge, most of which was achieved by the Beavers that visited Cub Camp for the day last weekend, where they collected wood, lit a fire and then cooked over it; put up some tents and went tunnelling!

■ A number of Beavers have given presentations on their hobbies, pets, sports and collections – all earning the relevant badges.

Some Beavers have begun to earn the new challenge badges. The "Personal Challenge" has been awarded to Beavers who successfully completed the "Leap Day Jumping Challenge" and then went on to meet new Beavers by attending District Fun Day or the district St George's Day Event.

Events towards completing the other challenge badges include: a nature evening in the meadow by the river, going for a ramble behind Landon Farm and pond dipping & bug hunting at Meath Green Junior School. They have learnt about Scotland and Wales and carried out team building challenges & games. A Councillor came to visit and spoke about re-cycling & litter, so from this, they are beginning to create a project to help the community. They have completed various craft activities and have even begun to learn to tie a few knots! Next Friday will be our Gruffalo themed Beaver Sleepover, which will be held jointly with the Salford's colony – scrambled snake anyone?!

During this time 5 new Beavers have joined us and we were pleased to welcome another 5 Beavers from the Thursday pack when it closed. While Edward, Joshua & William all gained their Bronze award and have moved onto Cubs.

Both Lisa & I have been on a steep but enjoyable learning curve and are really enjoying running the Colony, but we wouldn't be able to do it without the ongoing advice and support of Martin, Karen and Julia and we would especially like to thank our strong army of parent helpers who roster themselves on a regular basis - your support is gratefully appreciated!

Samantha Sharp
July 2016

Beavers at Salfords



Chief Scout's Bronze



In the last year we have completed our Safety, cyclist, explore, communicator, global issues and international activities badges and our adventure challenge as well as two hikes, first aid level 1, nights away level 1 and awarded two Chief Scout Bronze awards.



Communicator



Explore

We have attended the District Beaver Funday, sleepover and St Georges Day Celebrations, walked up Reigate Hill and around Earlswood lakes where we also built dens, had a joint Family Camp with 1st & 2nd Horley and next week we have a joint sleepover with the Monday beavers!



Adventure



Safety



Hikes

We have 18 beavers in the Salfords Colony, meeting on Wednesdays from 5-6pm and have lots of helpers on a busy parent rota, thank you everyone for all your help and support!

Helen and Dave

Haynes Cub Pack

We have had a busy year learning Scouting Skills and earning some badges. We had our bike ride and were joined by Parents and Scouts ending the evening with a BBQ. We took part in the Farm to Fork challenge at Tesco, where we made pizza and the Cubs were let loose on the tills. Our Young Leader, Tom, attended the Japan Jamboree and we spent a couple of evenings finding out what he was going to be doing in Japan and then after the event we heard what he had done. In October we had an interesting talk from the RSPCA and the Cubs were all given a magazine and note book. At Christmas we joined the Thursday Beavers and hired a magician for the evening which was quite amusing.



Pathfinder Windsor Pack

The last year has been a fantastic year.

The cubs have earned so many badges lately that some of them are going to have to get new jumpers soon

This year is the 100th anniversary of Cub scouts and we have been celebrating it by having a birthday party at the beginning of the year with a birthday cake designed by one of the Cubs. The cubs gave a presentation to the parents about the birthday and the history of Cub Scouting. During the year the cubs have completed 100 themed challenges e.g. stack 100 cups. At the end of the year we will have another party and have another cake also designed by one of our cubs.

We had a great visit from a cub scout from New Zealand whose grandfather was a leader at the group. The cubs swapped badges, scarfs and spoke about what each other does at cubs in their own countries.

The cubs had a trip to Tesco and were shown the process of the food coming to the store and then out to the families that buy it to take home .They made pizzas learnt about where different foods came from and had a go at putting shopping through the checkout. A great day with all the cubs getting a badge supplied and sponsored by Tesco's.

The cubs had great fun bring all their bikes down to cubs and with the help of some parents all of them completed their Cyclist badge.

We have had two great weekend camps one to Downe Scout Camp last year and this year a joint camp with Pathfinder Salfords cubs to Frylands woods Scout site in Croydon .Both went really well with the cubs earning badges and having great fun, the sun shone on both .

We were lucky enough to get invited down to Suzy radio which covers Surrey and Sussex and the cubs became DJs for the day and went on the air talking about the 100th birthday of Cub scouting .Very stressful visit you never know what children are going to say .but it all worked out in the end and we didn't break anything.

Last Christmas we took part in the Christmas tree celebration at Horley Methodist church .The cubs designed and made decoration for a Christmas tree designed to look like a scout with old scout hat and a pair of books .The decorations were scout badges and anything else that we could think of to celebrate scouting .This was displayed with 49 other trees from other local organisations for four days for all to see and raised a lot of money for charity .This went towards their Artist badge .The other part of the artist badge was drawing me sitting in a chair ,the results were very interesting and not flattering in any way .

We took part in the Go karting competition and even though we didn't win, we do get higher up the results board every year.

We took part in a District trip to Duxford Air museum and were lucky enough to see the spitfire fly and other second world war and vintage planes in the air. Also the cubs completed the Air Activities stage two due to the visit and hard work looking for certain types of aircraft.

We have completed the naturalist badge cyclist Badge, Navigators, Athletics, backwoods cooking, collector's badges and visited Reigate caves. In two weeks time the cubs are going canoeing on Tilgate lake and as a result of the two hours that they will spend on the water they will earn 3 badges ,I'm sure we will have fantastic day.

We had a unique presentation that we have not done before at Pathfinder ,two cubs that are nearly at the end of their time at cubs were made Senior Sixers .So well done to Jake Brennen and Jack Tilford – Carey ,well deserved.

Thanks you to Russ ,Susan and Gareth for all your help over the past year .The pack would not run without you .

Salfords Cubs

We have 28 cubs at present, meeting on Tuesdays from 6:30-8pm and we rely on the help from our parent rota to be able to offer the children all the exciting things they have been able to achieve this year.

The cubs have achieved their home safety, entertainer, disability awareness, athletics and cyclist activity badges as well as the digital citizen, hike, nights away, first aid and air activities staged badges.

They have been working very hard and have also completed the skills and adventure challenges and a Chief Scout Silver Award was presented in September.

The group have attended District events including push-kart races, swimming gala, football tournament, St Georges Day and the memorable trip to Duxford.

We have been on hikes around Tilgate park, up Reigate Hill and across Earlswood lakes where we also had a den building competition. Our hike through Hookwood and along the Gatwick Stream last week was rather wet under foot due to the heavy rain that had, fortunately, stopped as we gathered in Tesco ready to start!

There have been three camps this year, Easter cub camp and Family camp with 1st & 2nd Horley and then Summer camp with Pathfinder Windsor Pack, all were enjoyed by those who were able to join us and they are looking forward to our next event.

Helen and Dave

Salfords Scout Section

The Salfords Scout Troop has 20 members who are a joint section with 1st & 2nd Horley Scouts and share resources between the two HQ's. They meet on Mondays from 7:30-9pm.



The troop have enjoyed spending time kayaking, canoeing and camping as well as joining in the celebrations on St Georges Day at Reigate College. Their next adventure will be caving on Saturday 16th July in Merstham.

As a group Salfords have visited Crawley Fire Station to complete their Fire Safety badge, written newspaper articles, poems and stories as part of their writers badge and made air fix models for their model maker badge. They have also completed the craft, world faiths,

local knowledge, chef and athletics badges as well as using a sewing machine, learning to iron their group tee-shirts and scarves and taking part in various other activities towards their Skills Challenge. They also hope to have finished their individual Personal Challenges before we break up for the summer.

A great time was had at our joint Family Camp with 1st & 2nd Horley at Blacklands Farm where some exciting new activities were undertaken, including grass sledging, abseiling and archery.



Skills

We have enjoyed some fun evenings including geo-caching, hiking and first aid in unusual places. We especially enjoyed our Survival Camp where we learnt the best ways to light fires, how to prepare and cook rabbit and we all had a go at gutting and cooking fish!

During the holidays we will be going on a bike ride to complete our cyclist badge.

The scouts are looking forward to coming up with some new ideas and outings ready for next terms program.

Helen, Dave, Marie and Mark

Surrey Scout Caving Club
Merstham Experience Day
16th July and 24th September 2016
Come along and experience the Surrey mines!
Cost is £36 per trip (up to 6 people, Scouts, Explorers, SASU)
Each trip is two hours long
Contact Andrea on 07812177467
or caving@surrey-scouts.org.uk
2017 days to be programmed later in 2016



Survival Skills

Pathfinder Scout Group

Summary of Financial Performance

Pathfinder Scout Group

Registered Charity no. 1020859

Income and Expenditure Account

Year ended 31 March 2017

		2017		2016
	£	£	£	£
Income				
Subscriptions received		12,416		10,799
Hall hire:				
Rainbow Nursery	7,029		7,030	
Salfords	1,500			
Martial Arts, (ceased January 16)	-		1,240	
Occasional hall hire	140	8,669	290	8,560
Marquee/bouncy castle hire		985		685
Uniform and scarves		-		45
Fundraising & Donations received		556		579
Jamboree contribution from Tom Leah		-		1,995
Other Income (Unaccounted)		3,202		
Bank Interest		11		
Total Income		25,839		22,663
Expenditure				
Subscriptions paid		4,902		4,640
Section expenses:				
Beavers	105		912	
Cubs	-		442	
Scouts	1,186		515	
Uniforms/Badges	1,329	2,620	1,209	
General		4,773	475	
Training		-	50	3,603
Premises costs:				
Insurance	1,590		4,870	
Gas & Electricity	2,695		2,165	
Rent	750		750	
Rates	1,086		1,138	
Water	713		391	
Repairs	1,588		1,125	
Cleaning	665	8,337	1,100	11,539
Salfords HQ refurbishment		-		2,645
Administration costs:				
Motor expenses	-		953	
Vehicle insurance	207		438	
Telephone	233		565	
Office costs	165	605	20	1,976
		21,987		24,403
Surplus / (Deficit) for the year		3,852		(1,740)

Pathfinder Scout Group
Registered Charity no. 1020859

Balance Sheet as at 31 March 2017

	2017		2016
	£	£	£
Fiat vehicle	2,600		2,600
Equipment	2,176		2,176
Cash at bank:			
subscription account	1,368	754	
General account	600	1,010	
Deposit account	32,060	28,412	
	34,028		30,176
Total Assets	<u>38,804</u>		<u>34,952</u>
Represented by:			
Accumulated reserves			
Brought forward 1 April 2015	34,952	36,692	
Surplus / (Deficit) for the year	3,852	(1,740)	
	<u>38,804</u>		<u>34,952</u>

Pathfinder Scout Group

Minutes of the Annual General Meeting Held on 7th September 2017 at Baden Drive Horley

Apologies –

The Chair, Kevin Smith welcomed everyone to the AGM and stated that all officers and members of the Executive are still able and willing to remain for another year.

Minutes of the Last Meeting - The minutes of the last meeting were accepted without amendment. The Chair asked for a proposer and seconder for the Minutes.

Proposed: Marie Featherstone Seconded: Jo Bourne

Sectional Reports - All reports were distributed before the meeting and Kevin welcomed all present including Chris Davis, Deputy District Commissioner

He highlighted the main events and the hard work of the new GSL, Leaders and committee. Particular note was made of the growth in members during the year and the influx of new leaders.

Kevin also thanked the GSL and leaders for their support and the members of the committee for the great work they have done during the year in getting the Group back under control.

The Chair asked for a proposer and seconder for the Reports:

Proposed: Dave Bunn Seconded: Helen Bunn

Accounts – Kevin Smith presented the Treasurer's report in the absence of a Treasurer.

The meeting accepted the accounts and noted the return to a positive year end position..

The Chair asked for a proposer and seconder for the accounts

Proposed: Mike Haynes Seconded: Sue List

Executive Committee

- **Nomination of Chairperson** – Kevin Smith was re-elected
- **Nomination of Executive Committee** - All on council to continue
- **Election of Group Secretary** – Emma Jukes was re-elected
- **Election of Group Treasurer** – Position remains vacant

Any Other Business -

Awards were made to the outstanding members of each section during the evening, who will hold their trophy for one year until the next AGM.

There being no other business the meeting closed.

Independent examiner's report on the accounts



CHARITY COMMISSION
FOR ENGLAND AND WALES

Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name
Pathfinder Scout Group

On accounts for the year
ended

31 March 2017

Charity no
(if any)

1020859

Set out on pages

14 and 15

(remember to include the page numbers of additional sheets)

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 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed. ~~The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [named body]. Delete [] if not applicable.~~

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 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 the 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 material matters have come to my attention ~~(other than that disclosed below*)~~ which gives me cause to believe that in, any material respect,:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have 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.

* Please delete the words in the brackets if they do not apply.

Signed:

Date:

4.12.17

Name: E J Warans

Relevant professional qualification(s) or body (if any): Chartered Accountant

Address: Tanfield, Hogspudding Lane
Newdigate
Dorking RH5 5DU

Section B Disclosure

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).