Scouts
15th St Helens
(St Andrews)

15th St Helens (St Andrews) Scout Group

AGM 2026



Tuesday 27th January 2026 – 7:30PM

Dartmouth Drive, Windle, St Helens, WA10 6BP

15th St Helens (St Andrews) Scout Group
AGM 2026

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15th St Helens (St Andrews) Scout Group
AGM 2026

Scouts
15th St Helens
(St Andrews)

Date/Time: Tuesday 27th January 2026 – 7:30PM

Location: Scout Hut, Dartmouth Drive, St Helens, WA10 6BP

Matters To Be Discussed:

1. Apologies
2. AGM 2025 Minutes Approval
3. Charity Governance/AGM Proposals
4. Receive Annual Reports & Presentation of Group's Annual Accounts
5. Appointment of Trustees
6. District Lead Volunteer's Comments
7. AOB

15th St Helens (St Andrews) Scout Group
AGM 2025 meeting

Scouts
15th St Helens
(St Andrews)

Date/Time: **Tuesday 28th January 2025- 7.30pm**

Location: **The Den/Teams**

Attendees: Liam Cawsey-Gilbert (LCG) Dave Bolton (DB) Kate Nicklin (KN) Karen Ackers(KA) - District Lead Volunteer Julie Gilbert (JG) Chris Lewis(CL) Carl Latham(CL) Peter Jackson(PJ) Phil Gilbert(PG) Jade Barry (JB)

Meeting started at 7.30pm

Matters To Be Discussed:

1. **Apologies**

- Jack Kilgannon(Tron) John Hunt (JH) Kevin McCooey(KMc) Gerard Jarosz(GJ) Miles Cheshire(MC) Jennifer Merrills(JM) Frank Grayson- District Chairman (FG)

2. **AGM 2024 Minutes Approval**

- Minutes from previous AGM 2024 approved by the group

3. **Charity Governance/AGM Proposals**

- Liam says the Constitution has been reworded slightly to align with transformation, but other than that it is still the same as the previous year - Group approve
- Phil says AGM Proposals - Keeping to the Financial dates as previous, running from 1st September 2024 to 31st August 2025 and 1st September 2025 to 31st August 2026
- Phil says that the current board is 13 people, maximum 14. Karen says since transformation, District suggests the Trustee Board should be 12 max.
- Phil queries Karen whether there would be any implications if it was to stay at 14. Karen says that there wouldn't be any implications, it is just a recommendation because of the board now being in two - Operational and Governance.
- Group agrees to stick with 13, but to go down to 12 next year
- Trustee Board Meetings are going to stay the same- last Tuesday at the Scout Hut/Teams every 2 months from 7.30pm - can be changed if needed. AGM to stay to January.

4. **Receive Annual Reports & Presentation of Group's Annual Accounts**

- Annual reports from Team Leads received - if any problems arise after reading them, they should let the group know.
- No Annual Report from Kev(previous Cub Leader) as this has now changed to Caroline
- Annual Financial Report from Dave - He informs the group that because the end of the financial year fell on a weekend, some claims have rolled over to this year. Dave has put a note on the report about this. He continues to say that because the Utilities had gone up,

there was a proposal to increase Subs which is happening this year and lastly, for the weekly budget to increase for Team Leads.
- 26k in Savings Account

5. **Appointment of Trustees**

- (everyone in the room was given a piece of paper with a list of people who want to be on the board for next year) Phil asks the group to vote on the approval of this - no changes required and all approved.

6. **District Lead Volunteer's Comments**

- Karen says that the 15th are doing very well, they do a lot with the young people, every group section is full and she couldn't ask for more and to keep up the good work. Thanks the group.

7. **AOB**

- N/A

Meeting ended at 7.53pm

15th St Helens (St Andrews) Scout Group
Charity Constitution

Preamble

This constitution describes the role, membership and operation of the Group Scout Council, and the Group Trustee Board.

Charitable objects

Our purpose is to actively engage and support young people in their personal development, empowering them to make a positive contribution to society.

The Group Scout Council

- The Group Scout Council has a governance role for the charity and makes Group Trustee Board appointments other than ex officio and co-opted Trustee appointments.
- The Group Scout Council has no Trustee responsibilities.
- The members of the Group Scout Council are:
    a) The ex officio members of the Group Scout Council are detailed in POR 5b.3.2.4.
    b) The Group Scout Council may **appoint** some members as detailed in POR 5b.3.2.8.
    c) The Group Scout Council may appoint some **community** members. See POR 5b.3.2.9.
    d) The maximum number of appointed and community members of a Group Scout Council is defined in POR 5b.3.2.10.
- Group Trustee Board administration must ensure that appointed Group Scout Council Members are recorded locally in the minutes of the Group Scout Council meeting which appoints them (normally the AGM). Group Scout Council members (whether ex officio or appointed or community) must not be recorded as such on the membership system.

The Group Trustee Board

- The Group Trustee Board is responsible for the governance of the charity. Although the Group Trustee Board is responsible for the charity, it is accountable to the Group Scout Council.
- Group Trustee Board membership
    a) The ex officio Group Trustees, as defined in POR 5b.3.3.5(a).

b) Appointed Group Trustees (including Chair and Treasurer) are persons appointed by the Group Scout Council as described in POR 5b.3.3.5(b).

c) The selection process for appointed Group Trustees must follow POR 5b.3.3.5(b) and POR 5b.3.3.6.

d) Co-opted Trustees are persons co-opted by the Group Trustee Board as described in POR 5b.3.3.5(c). Their term of appointment is a maximum of 12 months (though re-appointment is permitted).

e) The number of co-opted members must not exceed the actual number of appointed Trustees, excluding Chair and Treasurer. If a co-option is required mid-year because of a vacancy arising, then this rule may be broken, provided that the total number of Trustees remains no greater than the total number of Trustees permitted by Group Scout Council resolution at the AGM.

f) The selection process for Co-opted Trustees must follow POR 5b.3.3.5(c) and POR 5b.3.3.6.

g) The Sponsoring Authority, or its nominee, has right of attendance at a Group Trustee Board.

Group Scout Council – Annual General Meeting

- To support the planning and delivery of a Group AGM there is a downloadable 'script' (including agenda and script templates and a suggested planning timetable).
- Each Group Scout Council must hold an Annual General Meeting (AGM) within six months of the end of the Group's financial year. The Group should give a minimum of four weeks' notice of the date of the AGM.
- The AGM must:

    a) Undertake governance oversight by

        i. approving the minutes of the previous Group AGM

        ii. adopting (or re-adopting) the constitution of the Group (see POR 5b.3)

        iii. noting the dates of charity's financial year

        iv. approving appointed and community members of the Group Scout Council

        v. agreeing the maximum total number of members of the Group Trustee Board (this is one number representing the total of ex officio, appointed and co-opted members)

        vi. agreeing the quorum for future meetings of the Group Scout Council

    b) Review the previous financial year by

i. receiving from the Group Lead Volunteer an overview of the past 12 months of activity in the Group

ii. receiving and considering the Group Trustees' Annual Report and the annual statement of accounts which have been approved by the Group Trustee Board.

c) Make appointments

i. appoint a Chair of the Group Trustee Board, following recommendation from the selection process initiated by the Group Trustee Board.

ii. appoint a Treasurer of the Group Trustee Board, following recommendation from the selection process initiated by the Group Trustee Board.

iii. appoint other members of the Group Trustee Board, following recommendations from the selection process initiated by the Group Trustee Board.

iv. approve the appointment of any Group Presidents or Group Vice Presidents, and note current appointees (if any)

v. appoint (or re-appoint) an auditor or independent examiner as required (POR 5a.1.7)

Group Trustee Board - purpose

- The Group Trustee Board is a team of volunteers who work together, as charity Trustees, to make sure Scouts is run safely and legally. At the heart of their role is a focus on strategy, performance and assurance, working to ensure that the Group is meeting The Scout Association's overall aims and strategic goals.
- Effective Trustee support helps other volunteers run the Scout programme that gives young people skills for life.
- Members of the Group Trustee Board must act collectively as charity trustees of their Group, and in the best interests of the charity's members.
- The Group Trustee Board must act in the charity's best interests, acting with reasonable care and skill and take steps to be confident that:

a. the charity is:

i. well managed

ii. carrying out its purposes for the public benefit

iii. complying with the charity's governing document and the law

iv. managing the charity's resources responsibly

b. the charity is operating compliant with POR and the local charity regulator, including effective management of each of the Key Policies listed in POR Chapter 2a.

c. young people are meaningfully involved in decision making at all levels

d. the Group has sufficient resources (funds, people, property and equipment) available to meet the planned work of the Group including delivery of the high-quality programme and resource requirements of the training programme (POR 4.3.7)

- The Group Trustee Board members must themselves collectively:

a) develop and maintain a risk register, including putting in place appropriate mitigations

b) ensure that the Group's finances are properly managed, including development and maintenance of appropriate budgets to support the work of the Group

c) ensure that where the Group is partnered with an Explorer Unit and the operational financing is undertaken by the Group, this arrangement must be documented in the Partnership Agreement, and the finance arrangements must follow this guidance.

d) maintain and manage:
   i. a reserves policy for the charity. This must address the minimum reserves that should be maintained to allow for difficult financial circumstances in the Group, and must also include a statement about how reserves outside that 'minimum' will be used for development of Scouts
   ii. an investment policy for the charity
   iii. a public benefit statement for the charity

e) ensure that people, property and equipment are appropriately insured, and that any property and equipment owned or used by the Group is properly protected and maintained

f) ensure the appointment and management and operation of any sub-team(s) created in line with POR 5c.1.6.5, including appointing a Chair to lead the sub-team(s). This should normally be one of the Group's Trustees. This sub-team Chair role title is Sub-Team Leader (see the Teams Table in POR Chapter 16).

g) ensure that effective administration is in place to support the work of the Group Trustee Board

h) appoint any co-opted members of the Group Trustee Board

i) ensure transparency of operation, including:

i. prepare and approve the Annual Accounts and arrange their examination by an auditor or independent examiner (as appropriate) and as appointed by the Group Scout Council at their AGM
ii. prepare and approve the Group Trustees' Annual Report (which must include the Annual Accounts and include the report from the auditor or independent examiner)
iii. present the approved Group Trustees' Annual Report and Annual Accounts to the Group Scout Council for their consideration at the Group AGM
iv. following the Group AGM, ensure that a copy of the Group Trustees' Annual Report and Accounts is filed as described in POR 5e.2.1.2.

j) take responsibility for the Group's adherence to Data Protection Legislation recognising that, dependent on circumstances, it may at different times act as a Data Controller and as a Data Processor

k) individually and collectively maintain confidentiality regarding appropriate Group Trustee Board business

l) put in place annually an open and transparent selection process to recommend to the Group Scout Council appropriate members to be appointed members of the Group Trustee Board, including Chair and Treasurer. Vacancies for appointed Trustees only occur at the end of their period of appointment (for example, a Trustee may have been appointed for three years and so does not need to be re-appointed or re-selected after years 1 and 2).

m) where staff are employed:
i. act as a responsible employer in accordance with Scouts' values and relevant legislation
ii. ensure that effective line management is in place for each employed staff member and that these are clearly established and communicated
iii. ensure that appropriate specific personnel insurance is in place

- A Group Trustee Board may create sub-teams it deems necessary to support its governance function. The Group Trustee Board must ensure that for any sub-team it appoints:

a) its purpose is governance-focused and not operational

b) its members are agreed and approved by the Group Trustee Board

c) the Group Chair has right of attendance

d) the Group Lead Volunteer has right of attendance

- Sub-team members are not Trustees unless they are already members of the appointing Group Trustee Board.

- All sub-team members must be recorded on the membership system.

Group Scout Council – Conduct of meetings

- The Group Scout Council meets at their AGM (POR 5c.1.5).
- It would be unusual for there to be additional meetings of the Group Scout Council. This is because the primary task of the Group Scout Council is to appoint the Group Trustee Board. If members resign from the Group Trustee Board, POR 16.9.2.2 must be followed, thus rendering an additional meeting of the Group Scout Council unnecessary.
- A Group Scout Council meeting should normally be convened with at least four weeks' notice. A meeting may be convened on shorter or no notice with the agreement of at least three quarters of the members of the Group Trustee Board.
- Group Scout Council meetings are chaired by the Group Chair. If the Group Chair is unable to be present, the Group Chair may appoint a delegate to chair a meeting of the Group Scout Council subject to such appointment being approved at the start of the meeting by a majority of the Group Scout Council members present.
- Only Group Scout Council members, as defined in POR 5c.1.4.2, may vote in Group Scout Council meetings.
- The quorum for a Group Scout Council meeting is agreed by the Group Scout Council at their AGM (POR 5c.1.5.3(a)).
- If there is no quorum present at a meeting of the Group Scout Council, the meeting must be closed and reconvened at the earliest available opportunity.
- Decisions are made by a majority of votes cast by those present at the meeting. In the event of an equal number of votes being cast on either side, the Chair does not have a casting vote and the matter is taken not to have been carried.
- To discharge their responsibilities, the Group Scout Council may meet by video conference as well as, or instead of, face to face when agreed by the Group Chair. The Group Scout Council must not 'meet' using any indirect process, such as email.
- At any meeting which is not fully in person, there must be an online poll or other electronic method of counting votes.
- All meetings of the Group Scout Council, whether face-to-face or otherwise, must be properly recorded and minuted.

Group Trustee Board - Conduct of meetings

- Meetings of the Group Trustee Board should be convened on at least two weeks' notice, though it is good practice to schedule meeting dates well in advance.
- Meetings may be convened on shorter notice, using the guidance of POR 5c.1.8.7 to agree the date of the additional meeting.
- Group Trustee Board meetings are chaired by the Group Chair.

- If the Group Chair is unable to be present at a meeting, the Group Trustee Board may choose a member to act as Chair for the duration of the meeting of the Group Trustee Board subject to such appointment being approved at the start of the meeting by a majority of the members present at the meeting.
- Only members of a Group Trustee Board as defined in POR 5b.3.3 may vote in its meetings.
- The quorum for a meeting of a Group Trustee Board is one third of the Trustees (ex officio plus appointed plus co-opted) plus one [round down if necessary]. So, a Trustee Board with 10 members would have a quorum of four. And a Trustee Board with six members would have a quorum of three.
- For any sub-teams of the Group Trustee Board, the quorum for each sub-team must be set by the Group Trustee Board, based on the size of the sub-team and the complexity of its task(s).
- If there is no quorum present at a meeting of the Group Trustee Board, or a meeting of a sub-team, the meeting must be closed and reconvened at the earliest opportunity.
- Decisions are made by a majority of votes cast by the Trustees present at the meeting. In the event of an equal number of votes being cast on either side, the meeting Chair does not have a casting vote and the matter is taken not to have been carried.
- To fulfil their responsibilities, the Group Trustee Board may meet by video conference or in person, as determined by the Group Chair. This includes 'hybrid' meetings, where some Trustees are present at an agreed location while others participate remotely via phone or video.
- Whether hybrid or in person, it is important that all persons present at a meeting are able to:

    a) be seen

    b) ask questions

    c) join in the debate

    d) see, share and display documents such as resolutions

- Where urgent matters arise between scheduled meetings of the Group Trustee Board and if it is not feasible to convene a meeting of the Trustee Board, electronic voting (such as email) may be used for decision making provided the Group Chair deems it appropriate.
- Digital applications other than email are generally not appropriate to be used for such decision making. This includes WhatsApp, Doodle and similar tools, which should only be considered in exceptional circumstances and with the agreement of the Group Chair.

- For such decisions taken between meetings, a minimum of 75% of the total number of Trustees must approve the matter [the 'rounding' guidance from POR 5c.1.8.4 also applies in this case].
- The results of the vote must be reported to, and recorded in the minutes of, the next Group Trustee Board meeting.

Notes

- For any areas of dispute not covered by this document, the UK Scout Association's *Policy, Organisation & Rules (POR)* will apply.

Date of Adoption: ...../...../.....

Signed:

Philip Gilbert	Carl Latham
Group Chair	Group Lead Volunteer

15th St Helens (St Andrews) Scout Group
AGM 2026 Proposals

Group Constitution

See attached proposed Group Constitution, update in line with POR changes.

Group Financial Year Dates

It is proposed to remain on a financial year in line with the academic year.

Namely these dates would be:

- Financial Year 25/26 – September 1st 2025 – August 31st 2026
- Financial Year 26/27 – September 1st 2026 – August 31st 2027

Number of Group Trustee Board Members

It is proposed that the maximum number Trustees will be 12, bringing us in line with HQ guidance.

Trustee Board Meeting Quorum

It is proposed that the Group Trustee Board meeting quorums will be 1/3 of all Trustee Board members plus one.

Group Trustee Board Meeting Dates

It is proposed that the Group Trustee Board meetings remain on the last Tuesday of every other month, starting at 7:30PM, and remaining being held at the Scout Den & on Teams.

Namely these dates would be:

- Tuesday 31st March
- Tuesday 26th May
- Tuesday 28th July
- Tuesday 29th September
- Tuesday 24th November
- Tuesday 26th January '27 - AGM

These dates can be varied with agreement from the Group Chair. Additional meetings can also be arranged if deemed necessary by the Group Chair.

15th St Helens (St Andrews) Scout Group
GLV & Section Reports 2026

GLV Report:

The group continues to operate at almost full capacity with waiting lists still in place across the younger sections.

All the sections have been very active with various activities, camps and competitions, enjoying themselves and representing the group to a high standard. The Scout leaders even took home the trophy in first place of the leader's challenge at the chariot race weekend in October. The Scout team also won, not only as the fastest team from St. Helens but the overall competition.

The sections continue to equip the Young People with "Skills for Life", and this was demonstrated when Cub Billy Nicklin calmly put his emergency training in to action when his brother was knocked from his bike. Billy remained calm, telling the adults around to call 999 while looking after his brother until the ambulance arrived. Billy was rightly recognised with the awarding of the Commissioner's Commendation Award.

The Group attended the annual District St. Georges Camp at Bispham Hall Scout site in April. We had around 100 young people and adults enjoying Saturday's activities followed by an evening meal all together. This is special as it is one of the few times when the entire group can spend time together. Standing in front of the four sections during the opening ceremony gives me an immense sense of pride in our group and all that we achieve together.

A huge thank you to all the leaders and helpers, without your continued commitment the group could not exist.

There are always opportunities to get involved with the group in lots of different guises, not just as a leader or with DIY! No offer of assistance will ever be turned down, no matter how big or small. Come and seek me out if you are interested in getting involved.

Carl Latham
Group Lead Volunteer

Squirrels:

Throughout the year, the Squirrel Section has remained a full and active section. The young people have continued to attend regularly and have shown growing confidence, enthusiasm, and teamwork during weekly meetings and activities.

The section has been supported by a team of 6 leaders and 3 Young Leaders. Their ongoing commitment has ensured a varied, safe, and engaging programme. The Young Leaders have played an important role in supporting activities and gaining valuable leadership experience.

A wide range of activities and visits were offered during the year. Highlights included visits to the local fire station, Birchalls Pumpkin Patch, and Spaceworld and some visited Freshfields Animal Rescue, all of which provided fun and memorable learning experiences.

The Squirrels also took part in several district events, including the Squirrels Fun Day at Tawd Vale and the District Christmas Party. These events gave the young people the opportunity to meet other Squirrels from across the district and take part in larger group activities.

We also attended St George's Day District camp and some YP asked if they could sleep over for two nights, as they had loved sleeping over the year before.

Throughout the year the Squirrels have achieved 379 Activity Badges and 5 Chief Scout Acorn Award.

Overall, the past year has been very successful for the Squirrel Section. Thank you to all leaders, Young Leaders, parents, and carers for their continued support, which has helped the section remain positive, welcoming, and enjoyable for everyone involved.

Julie Gilbert
Squirrel Team Lead

Beavers:

The Beaver Scout section has enjoyed a busy, exciting, and rewarding year, with a strong programme focused on skills development, teamwork, confidence building, and fun. Attendance has remained good throughout the year, and it has been encouraging to see the Beavers grow in confidence and independence.

Throughout the year, Beavers took part in a wide range of practical and adventurous activities. These included pioneering projects, where they worked together to build simple structures, and sessions on knots, learning essential Scouting skills and how to use them safely.

The Beavers also developed their navigation skills through orienteering activities, learning how to follow directions and work as a team. Cooking sessions were particularly popular, including both indoor cooking and backwoods cooking, where Beavers learned how to prepare food safely outdoors. Den building activities encouraged creativity, teamwork, and problem-solving, with some impressive shelters created.

The section enjoyed several visits during the year, helping Beavers learn more about the wider community. A visit to Pets at Home was a highlight, giving Beavers the opportunity to learn about animal care and responsibility. We also visited Sidings Lane, which provided an engaging and educational experience linked to outdoor learning.

Beavers took part in a number of District events. These included the Beavers Skills Day, where they had the chance to try new activities and meet other Beavers from across the district. The St George's Day Camp was another major highlight, with many of our Beavers taking part and successfully sleeping over, some for the very first time. This was a fantastic achievement and a real confidence booster for them.

We finished the year in style with an Australian-themed party, which was enjoyed by everyone. The evening was full of fun activities, games, and celebration, and was a great way to reflect on an action-packed year.

Through the year Beavers earned 363 Activity Badges and 11 Chief Scout Bronze awards. Thank you to all the leaders, helpers, parents, and carers for their continued support throughout the year. Your help makes it possible for us to deliver such a varied and enjoyable programme.

We look forward to another exciting year ahead with the Beaver Scout section and a big thank you to James Carroll who will be, taking over the role of Beaver Team Lead from September 2025.

Julie Gilbert
(Acting) Beaver Team Lead

Cubs:

At the start of September 2024, the Cub Scout section consisted of 11 Cub Scouts, supported by 2 Leaders and no Young Leaders. Over the course of the year, the section experienced steady movement, with new Cubs joining from Beavers, the waiting list, and other groups, alongside a small number of departures. As a result, we finished the year with 22 Cubs, 8 Leaders, and 3 Young Leaders. This represents positive growth overall, particularly in leadership support, which will greatly benefit the section moving forward.

Throughout the year, the Cubs took part in a wide variety of activities and events, providing plenty of opportunities for learning, teamwork, and adventure. Our Cub Christmas outing to the Super Bowl proved to be a valuable learning experience for the leadership team. While some challenges were encountered, it highlighted areas for improvement and has helped inform better planning for future outings. This was followed by a very successful St George's Day Camp, attended by 18 Cubs, of whom 17 camped overnight and 1 attended for the day only**.**

We also welcomed several visitors who added valuable and engaging experiences to the Cubs' programme. Network Rail delivered a rail safety session using VR headsets, which the Cubs thoroughly enjoyed. Later in the year, a local parish member visited to speak about the history of Eccleston and Windle and shared his experiences of being a Cub Scout during his childhood, giving the Cubs a fascinating insight into Scouting in the past.
The Cubs also represented the Group at the District Handicrafts Competition held at District HQ, where they achieved an excellent second place**.**

This year has been particularly successful in terms of badge work and recognition. A total of 202 badges were awarded, including 4 Chief Scout's Silver Awards and even a Commissioner's Commendation Award, reflecting the hard work and commitment of the Cubs throughout the year.

Overall, the 2024–2025 year has been a busy and rewarding one for the Cub Scout section. Membership has grown, leadership support has strengthened, and the Cubs have enjoyed a wide range of activities, camps, competitions, and learning opportunities. I would like to thank all

Leaders, Young Leaders, parents, and supporters for their continued help and commitment throughout the year.

Caroline Ratcliffe
Cub Team Lead

Scouts:

The Scouts started the year with a fire lighting evening to welcome everyone back after the summer, followed shortly by Chariot Race practices as we began preparations for the competition later in the year.

In October, we once again entered a team into the Chariot Race competition at Bispham Hall. This year proved to be our most successful yet, as not only did we remain the fastest St Helens Scout team, but our leaders also won the leaders race! A fantastic achievement for the Scouts & leaders alike, and a real testament to their teamwork, determination, and practice.

Throughout the autumn and winter months, the Scouts took part in a mixture of indoor and outdoor activities, including badge work, challenges, and skills evenings. We finished the year with a relaxed Games Night in the Den**,** giving everyone a chance to unwind, have fun and reflect on another busy and successful year.

Winter Camp successfully ran this year and was held at Linnet Clough near Stockport**.** The camp was well attended and gave the Scouts the opportunity to develop their outdoor and teamwork skills while enjoying a full programme of activities away from home.

Over the spring months, we continued with many of our regular activities, including night hikes and other outdoor challenges, alongside attendance at District and County events. These events continue to provide great opportunities for the Scouts to mix with others, challenge themselves and represent the Group.

The summer term and holidays were rounded off with our annual Summer Camp, which this year was held at Beaudesert Scout Camp. This camp included several exciting activities, including a new activity for the Scouts – Coracling, which proved very popular. We also ran a drop-off hike**,** designed to test the Scouts' navigation and teamwork skills, and it was great to see them rise to the challenge and successfully find their way back.

Throughout the year, we maintained a steady attendance of around 20 Scouts, which is great to see. A total of 86 badges were issued over the year, reflecting the wide range of activities and skills covered.

I would once again like to thank all of the Scout Leaders and parent helpers for their continued hard work and commitment throughout the year. The time, effort and enthusiasm they give each week makes a huge difference to the Scouts' experience, and the section simply could not run without them. The impact they have on the Scouts' lives is invaluable, and I am extremely grateful for everything they do.

Liam Cawsey-Gilbert
Scout Team Lead

15th St Helens (St Andrews) Scouts
Treasurer's Report - FY24-25

Introduction

The full breakdown of the Group accounts as reflected in OSM for FY 24-25 is in the appendix document. This report is a written narrative of the current state of the group's finances, summarising that statement. The Groups current Financial Year accounting period runs from September 1st to August 31st, this is the 2nd time we have had a complete year recorded in OSM under that definition. We have used the stripe expense card system for 2 years on a wide scale for leader expenses and have expanded their use to put larger budgets on the cards, and on request allow for event expenses to also be paid for using the cards.

Treasurer's Opening statement.

I have now been treasurer for 2 years and do find it difficult to dedicating the time required to monitor the accounts, as closely and frequently as they really require. However overall, the group is in a strong financial position, as I will explain in my conclusion. Part way through the year we were finally able to finalise my access to view and download the real account information from the bank, still I would like to thank Liam for the continued support.

Summary of Accounts Balances

	Brought Forward	Carried Forward	
Expense Account	440.89	680.67	
Treasurers Account	2 602.05	4 596.89	
Reserve Account[1]	4 012,05	4 049.19	
Savings Account	26 935.19	29 026.38	
Fundraising Account	159.65	267.64	
Hardship Account		1 006.28	
Total	**31 530.99**	**34 149.83**	

[1] Reserve account funds are restricted amount equivalent to 6 months running costs. They are only to be used in the event the group finds itself in severe financial distress with all other monies used.

Overall, the group has a net income of approximately £5 477.22 for the year. We again had some late income and outgoings that were attributable to events in the last financial year, (mainly Scout summer camp). When those have been factored in a value of £5 392.56 is a more accurate reflection. This is a significant increase over the previous year's, resultant from the increase in membership fees and lower than expected expense in utilities mainly for heating the building.

Over the last 2 years we had significant increases in our utility bills and were fully expecting them to rise again this year. We were able to secure a better rate and therefore have not had that additional increase, in fact seeing the bill fall back slightly.

We continue to have an outlay in capital expenditure as the executive team works through the results of the safety audits on the premises and the surrounding grounds. This is not a small or short task and it is foreseen that this expenditure will continue in the new financial year.

We have once again seen a rise in capitation costs, however given the much-improved financial position of the group, I see no reason to change the membership fees this year. Additionally on raising the membership fees the committee agreed to increase the weekly budgets for leader activities to ensure that they were able to put on engaging and accessible programs for our young people.

Section budgets, events, and expenses.

Generally, section events overall are covering their own costs, there were two specific cases this year where this was not the case. One Beaver event appears significantly overspent this FY, the reason was attributed to the income being collected prior to the event in FY23-24, whilst payment for the event went out this Financial Year. Additionally, an event for the Cub Pack appears overspent, however this was a considered decision by the section leader in consultation with the committee to use a surplus from the weekly meeting budget that had not been spent whilst the section had no leader.

The team now seem to be familiar with the expenses process that we implemented two years ago, and it is functioning well. Problems we have tend more to be with outside payees not supplying us with invoices and/or receipts in a timely manner. Again, a reminder to all involved that it doesn't have to be used just for personal expenses but also can be used to cover outlays that can be made directly from the groups account, please ask for an invoice and payment details to avoid delays.

I again request all section leaders, occasional helpers and others familiarise themselves with the full policy particularly the requirements for timely claims and submission of accompanying receipts.

Section budgets were increase in line with my recommendation last year, aligned with the increase in monthly subs. This increase to £4.50 per member help section leaders with their programs. The budgets currently stand at, and it is my recommendation that they remain fixed at this rate moving forwards.

Squirrels - £4.50 per member (as at 1st of the month) per month
Beavers - £4.50 per member (as at 1st of the month) per month
Cubs - £4.50 per member (as at 1st of the month) per month
Scouts - £4.50 per member (as at 1st of the month) per month

Any unused funds from these budgets roll over each month (Sep-Aug) but are reset at the end of the financial year (31st August). Should any Section Leader feel they need to spend more than their allocated budget within the financial year, prior approval must be given by the Group Executive Committee.

FY25-26 Outgoings.

Alongside the expected regular expenses of Insurance, Utilities, Capitation, Cleaning, and servicing (such as fire extinguishers), the committee should examine any foreseeable expense for the coming financial year, to ensure the group can budget for them.

The group committee has recently completed a safety review of the building used by the scout group. The results of that review required a further outlay of capital expense, and it is anticipated that continued spend in this area will be required in FY 25-26.

FY25-26 Ring-fenced project funds.

As of the end of FY 24-25 The following monies held within the group savings account have been ring fenced for on-going projects. In most case the source of the funding is from grants and thus the monies held are classed as 'restricted'. This ringfencing rolls over into the new financial year 25-26 and as such should be treated as committed funds.

Savings Account Total			**26 935.19**
	Of which ringfenced Total		**3 451.67**
		Rear Flagging [1]	500.00
		Car Park Light	250.00
		Squirrel Camping Equipment	180.00
		Sports Equipment	1 500.00
		Projector (MetroHM donation)	540.00
	Of which non-ring fenced		**23 483.52**

Note 1 : £500 was set aside for flagging the rear area on 26-05-2021 as a significant time has passed since this and the work not completed. Delays in this project are attributable to difficulties we have had with the local authority and clarifying permission to do the works required.

Who To Contact

If you have any queries relating to this financial report, please contact David Bolton, Group Treasurer (Dave@standrewsscouts.org.uk).

Appendix

Annual Report 2024-2025 Compared To 2023-2024.xlsx

Version Control

Version	Author	Date	Changes
1.0	David Bolton	15-01-2026	First Draft
2.0	David Bolton	26-01-2026	Removed struck-through paragraph from previous year, Removed struck-through item in ringfencing table. Improved Spelling Punctuation and Grammer.

15th St Helens (St Andrews) Scout Group AGM 2026 – Current/Proposed Trustee Board Members

Current Members (Remaining Terms):

Ex-Officio Members:

Group Chairman: Philip Gilbert (2 Years)
Group Treasurer: David Bolton (2 Years)
Group Lead Volunteer: Carl Latham (Ex-Officio)

Appointed Members:

Parent Representative: Kate Nicklin *(1 Years)*
Leader Representative: Jade Barry *(2 Years)*
18-25 Representative: Jack (Tron) Kilgannon *(2 Years)*

Co-Opted Members:

Squirrel Team Lead: Julie Gilbert
Cub Team Lead: Caroline Ratcliffe
Scout Team Lead/Bank Signatory: Liam Cawsey-Gilbert
Bank Signatory: John Hunt
Bank Signatory: Kevin McCooey

Proposed Members (Proposed Terms):

It is proposed to re-elect the following member:

Parent Representative: Emma Roberts *(3 Years)*

It is also proposed to formally appoint last years co-opted members:

Squirrel Team Lead: Julie Gilbert (3 Years)
Cub Team Lead: Caroline Ratcliffe (3 Years)
Scout Team Lead/Bank Signatory: Liam Cawsey-Gilbert (3 Years)
Bank Signatory: John Hunt (3 Years)
Bank Signatory: Kevin McCooey (3 Years)

15th St Helens (St Andrews) Scouts

Appendix A: Financial Accounts 2024/25

	2024-2025 After deadline	2024-2025	2023-2024
Income			
Bank Interest		£268.11	£382.54
Camping Equipment Refunds		£0.00	£20.08
Donation		£831.00	£0
Events - Beavers		£254.20	£189.00
Events - Cubs		£144.50	£1,016.00
Events - Group		£3,786.00	£3,442.26
Events - Scouts	£205.80	£7,054.13	£7,172.87
Events - Squirrels		£1,009.20	£639.50
Fundraising		£106.05	£155.55
Gift Aid		£3,139.45	£4,872.62
Grants		£0.00	£4,293.20
Group Clothing		£26.50	£0.00
Leader's Expenses Overpayment		£0.00	£0.10
Membership Fees		£16,215.00	£13,680.00
Rent		£539.06	£0
Utility Refunds		£0.00	£90.40
Expense			
Admin		£47.00	£35.00
Camping Equipment		£0.00	£3,394.87
Events - Beavers		£419.86	£9.00
Events - Cubs		£449.65	£1,042.94
Events - Group		£3,345.78	£3,537.60
Events - Scouts	£235.26	£6,280.36	£6,395.95
Events - Squirrels		£1,129.10	£477.05
GoCardless Fees		£686.21	£567.33
Group Expenses		£1,466.42	£892.50
Insurance		£365.86	£289.60
Maintenance	£55.20	£1,333.81	£2,066.45

Meetings - Beavers		£1,112.20	£589.97
Meetings - Cubs		£395.51	£864.07
Meetings - Scouts		£1,370.29	£461.30
Meetings - Squirrels		£1,022.81	£1,411.88
Membership Costs		£4,625.00	£4,136.40
OSM		£126.00	£90.04
Rent		£18.98	£0
Savings Expenditure		£876.20	£3,955.45
Utilities		£2,796.16	£3,117.88
Website		£28.78	£0

Account Balances

Lloyds Treasurers Account		£4,596.89	£2,602.05
Lloyds Reserve Account		£4,049.19	£4,012.05
Lloyds Savings Account		£29,026.38	£26,935.19
Lloyds Fundraising Account		£267.64	£159.65
Expense Account		£680.67	£440.89
Lloyds Hardship Account		£1,006.28	£0

Summary

Account balance brought forward		£34,149.83	£31,530.99
Total income	£33,579.00	£33,373.20	£35,954.12
Total expenditure	£28,186.44	£27,895.98	£33,335.28
Net Income	£5,392.56	£5,477.22	£2,618.84

Account Balance Carried Forward		£39,627.05	£34,149.83

Some expense claims for FY2024/25 were claimed after the end of the financial year. These are represented in the 'after deadline' column to give a more realistic view of the year's accounts, but for legal purposes the '2024-2025' column is to be taken as the years formal accounts.