



Scouts

1st Ince and Elton

1st Ince and Elton Scout Group

Trustees Annual Report

2025/2026

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1. Reference and Administration Details

Charity Name: 1st Ince and Elton Scout Group
Charity Number: 1025963
Principal Address: 28 Lime Grove, Elton, Chester, CH2 4PX

1.1 Trustees

| | |
|----------------|--|
| Ashley Proctor | Group Lead Volunteer (<i>Ex-Officio</i>) |
| Sarah Price | Group Lead Volunteer (<i>Elected</i>) |
| Vicki Serna | Acting Group Chair (<i>until April 2026</i>) |
| Mike Box | Acting Group Chair (<i>since April 2026</i>) |
| Nicole McNally | Group Treasurer |
| Graham Proctor | Team Leader – Cubs |

Sharon Lennon, Jack Whibberley, Linda McKay, Lynda Canham, Keira Adshead.

2. Structure, Governance and Management

2.1 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 By-Laws of the Association and the Policy, Organisation and Rules (POR) of the Scout Association.

2.2 Group Scout Council

The Group Scout Council is the electoral body to which the Group Trustee Board is accountable. Membership of the Group Scout Council is open to:

- Scouters
- Colony, Pack and Troop Assistants
- Administrators
- Advisers
- Patrol Leaders
- All parents of Squirrel Scouts, Beavers Scouts, Cubs Scouts and Scouts
- any other supporters including former Scouts and their parents who may be admitted by the Group Lead Volunteer, the Group Trustee Board, or the Group Scout Council

2.3 Constitution

The Group is operated as an educational charity under the Policy, Organisation and Rules of the Scout Association. It has a constitution agreed by the Group Scout Council, but which is subservient to its governing documents.

2.4 Trustee Selection

The trustees are appointed in accordance with the Group's constitution and the Policy, Organisation and Rules of the Scout Association.

2.5 Group Trustee Board

The Group is led by a Group Lead Volunteer(s) and managed by a Group Trustee Board. They are accountable to the Group Scout Council for the satisfactory running of the Group.

The Trustee Board exists to support the Group Lead Volunteer(s) in meeting the responsibilities of their appointment.

Members of the Trustee Board must act collectively as charity Trustees of the Scout Group, and in the best interests of its members to:

- Comply with the Policy, Organisation and Rules of The Scout Association
- Protect and maintain any property and equipment owned by and/or used by the Group.
- Manage the Group finances.
- Provide insurance for people, property and equipment.
- Provide sufficient resources for Scouting to operate. This includes, but is not limited to, supporting recruitment, other adult support, and fundraising activities.
- Promote and support the development of Scouting in the local area.
- Manage and implement the Safety Policy locally.
- Ensure that a positive image of Scouting exists in the local community.
- Appoint and manage the operation of any sub-Committees, including appointing a Chair to lead the sub-Committees.
- Ensure that Young People are meaningfully involved in decision making at all levels within the Group.
- The opening, closure, and amalgamation of Sections in the Group as necessary.
- Appoint Administrators, Advisers, and Co-opted members of the Trustee Board.

- Approve the Annual Report and Annual Accounts after their examination by an appropriate auditor, independent examiner, or scrutineer.

2.6 Risk and Internal Control

The Group Trustee Board has identified the major risks to which they believe the Group is exposed which are:

2.6.1 Injury to Leaders, Helpers, Supporters or Members

The Group supports compliance with the Safety Policy and ensures appropriate risk assessment; elimination, reduction and control measures are taken to reduce the likelihood of any injuries.

In addition, through membership fees, the Group contributes to the Scout Association's national accident insurance policy.

2.6.2 Damage to Buildings, Property or Equipment

The Group would request the use of buildings, property and equipment from neighbouring organisations. The Group has sufficient buildings and contents insurance in place to mitigate against permanent loss.

2.6.3 Reduced Income from Subscriptions and Fund Raising

The Group is primarily reliant upon income from subscriptions and fund-raising. The Group holds adequate reserves to ensure the continuity of activities should there be a major reduction in income. The board could also raise the value of subscriptions to increase the Group income either temporarily or permanently.

2.6.4 Reduction or Loss of Leaders

The Group is totally reliant upon volunteers to run and administer the activities of the Group. If there were a reduction in the number of volunteers to an unacceptable level, then there would have to be a contraction, consolidation or closure of activities or sections.

2.6.5 Reduction or Loss of Members

If there were a reduction in membership of a particular section or the Group as a whole then there would have to be a contraction, consolidation or closure of a section.

3. Objectives and Activities

The primary objective of the Group is that of the Scout Association generally, namely:

“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 cooperate 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.

The activities of the Group are:

- The provision of the Scouting programme for 4–14 year old members

4. Achievements and Performance

4.1 Public benefit statement

The Group meets the Charity Commission's public benefit criteria under both the advancement of education and the advancement of citizenship or community development headings.

4.2 GLV Report

Ashley Proctor – Group Lead Volunteer

It has now been almost four years since I took on the role of Group Lead Volunteer, and I continue to balance this alongside supporting the Scout section - a combination that certainly keeps me on my toes.

During the past year, I made the difficult decision to submit my resignation from the role. This was driven by a combination of personal factors and the increasing demands of the position. Following further discussions within the Group and the District, Sarah Price offered to step up her involvement and share the responsibilities of the Group Lead Volunteer role. With that additional support in place, I took the decision to withdraw my resignation and continue in post. This arrangement has helped to create a more sustainable approach to what is a significant and often demanding role.

Volunteer capacity remains the most significant challenge facing the Group. While we have been pleased to welcome several new volunteers over the past year, the overall position remains challenging. The Group continues to rely heavily on a small number of individuals, and recruiting and retaining adult support is critical to maintaining both our current provision and any future growth.

Earlier pressures on both volunteer capacity and Scout section numbers led to the temporary merger of Scouts and Cubs. Encouragingly, we have since seen some growth in the Scout section, allowing us to return to running a dedicated Scout night on Wednesdays. While this is a positive step, the section is not yet fully stable. We are expecting some further movement in numbers, and with limited transition from Cubs anticipated until after Christmas, this will remain an area we continue to monitor closely.

Beaver and Cub numbers have remained broadly stable, supported in part by the successful launch of our Squirrel Drey in January 2025. This continues to provide a strong foundation for the Group and a clear entry point for younger children into Scouting.

Despite the challenges faced, the Group has continued to deliver a full and varied programme of activities across all sections. Camps, sleepovers, badgework, and community involvement have all taken place, made possible by the ongoing commitment of our volunteers. The section reports provide further detail, but it is important to recognise the consistent effort required to sustain this level of activity.

Unfortunately, our annual Firework Spectacular did not take place last year. This was due to a combination of factors, including limited volunteer availability, additional requirements placed on our event management plans, and increased and unforeseen costs. We are currently working with the Elton Events Committee to explore whether the event can return this year, and to better understand how responsibility for delivering it might be shared.

To support this, an open community meeting will be held on Monday 22nd June at 7:30pm at Elton Community Centre to better understand the level of local support available. At present, however, the future of the event remains uncertain.

We have continued to support other local events, including the Elton Christmas Light Switch-On, and remain committed to playing an active role within the community wherever possible.

Finally, I would like to thank all of our volunteers, Trustee Board members, parents, and supporters - and most importantly, our young people. Their enthusiasm and resilience are what make Scouting possible. While there are ongoing challenges, I remain confident that, with the right support, the Group can continue to adapt and provide valuable opportunities for young people in our community.

4.3 Squirrels Section Report

Tina Snowdon – Team Leader (Squirrels)

Following a successful launch in early 2025, the Squirrel Drey has now settled into a regular programme and continues to develop well. We currently have 8 Squirrels on roll, supported by a team of three leaders and a regular parent helper.

Over the past year, the section has delivered a varied and engaging programme designed to build confidence, independence and teamwork through a mix of creative, outdoor and practical activities.

Highlights have included themed evenings such as Roald Dahl crafts, “All About Me” sessions exploring the senses, and a range of science and experiment-based activities. Squirrels have also taken part in seasonal events including Halloween, Christmas celebrations, and the Group’s Easter activities.

Outdoor learning has been a strong focus, with activities including den building, bug hunts, star gazing, and visits within the local community. A road safety evening saw the Squirrels out in the village practising safe crossings, while a visit to Helsby Library supported their storytelling badge.

The section has also been actively involved in wider Group activities, including an adventure day at Queen Charlotte’s Wood and participation in community events such as the Macmillan Coffee Evening and Remembrance Sunday.

Badgework has been a key part of the programme, with a total of 134 badges awarded across the year, reflecting the wide range of activities and achievements within the section.

Overall, the Squirrel Drey continues to grow in confidence and capability, providing a fun, supportive and engaging introduction to Scouting for our youngest members.

A huge thank you goes to the leadership team and parent helpers for their continued time and energy in establishing and developing the section.

4.4 Beavers Section Report

Sarah Price – Team Leader (Beavers)/Group Lead Volunteer

I would like to begin by thanking Hayley, Tina, Dan, Jen and Steve for their support over the past few months while I recovered from a back operation. Their commitment and teamwork ensured the section continued to run smoothly and deliver a high-quality programme, and that support has been greatly appreciated.

At the time of writing, the section has 25 active Beavers, reflecting strong and healthy engagement within the Group.

It's been another busy and enjoyable year for the Beaver section, with a varied programme designed to build confidence, teamwork and new skills through a mix of activities, visits and badgework. From outdoor and adventurous activities to creative sessions and learning important life skills, there has been plenty to keep the Beavers engaged throughout the year.

Highlights have included themed activities such as Marvellous Medicine, a festive trip to BeWILDerwood, and taking part in Around the World Camp. The Beavers also enjoyed events such as the Easter Disco and were proud to participate in the Act of Remembrance, helping them to understand and engage with the wider community.

Engagement has remained high, with strong attendance and enthusiasm across the section. Activities such as Bring a Friend Night and a range of themed evenings have helped to build confidence, friendships and a real sense of teamwork.

It has also been a strong year for badgework, with a total of 158 badges awarded. Six Beavers achieved their Chief Scout's Bronze Award - a fantastic accomplishment and a reflection of their commitment and progress. A wide range of Challenge and Activity badges have been completed, alongside staged awards such as Nights Away and Joining In, as well as YouShape badges recognising the Beavers' involvement in shaping their own programme.

Overall, the Beaver section continues to thrive, providing a fun, safe and supportive environment for young people to develop skills, confidence and friendships.

Thank you to all of our volunteers and supporters for their continued time and commitment, which make everything we do possible.

4.5 Cubs Section Report

Kim Proctor – Team Member (Cubs)

Cubs have had another busy and adventurous year since our last AGM, with a wide range of activities, badgework and trips keeping everyone engaged and active throughout the year.

We finished the summer term in 2025 with a visit to Queen Charlotte's Wood, where Cubs took part in outdoor activities including shelter building, exploring the woods, and an evening of orienteering.

Returning in September, the focus shifted towards teamwork and working together, which carried through much of the autumn term. Cubs took part in a variety of activities covering badgework such as pioneering, tower building, and first aid, where they worked through practical scenarios and supported each other. Other highlights included a visit to the local train station as part of their safety work, a disability awareness evening, and a creative "wacky" themed night.

The term also included a joint evening with 3rd Frodsham Sea Scouts at Delamere Forest, following a glow stick trail set by both groups - a great opportunity to work alongside other young people. Cubs also took part in Jamboree on the Internet (JOTI), connecting with Scouts from around the world, and supported the Group's Macmillan Coffee Evening, raising money for a cause that is close to many of our families. The year ended on a high with a festive visit to Chill Factore.

The spring term began with a Group camp at Queen Charlotte's Wood, where Cubs enjoyed a packed weekend including outdoor cooking, crate stacking, crafts, and team challenges. This was followed by a fantastic opportunity to attend the Marvellous Medicine Challenge Day at the University of Liverpool, where Cubs took part in a range of experiments, including making DNA models and herbal remedies - a memorable and hands-on experience for everyone involved.

Back at the HQ, Cubs continued with a mix of activities including soft archery, fire lighting and outdoor cooking, environmental and local knowledge work, and a night walk around the village. A visit from a local PCSO was another highlight, giving Cubs the chance to learn more about keeping the community safe - and to ask plenty of questions.

The term also included joint events such as the Easter disco with local Guiding groups, as well as the Group's Easter raffle fundraiser, both of which were well supported.

In recent weeks, Cubs have focused on "back to basics" Scouting skills, including map reading, knots, pitching tents, and packing equipment - all important skills as they prepare for future camps and their move up to Scouts.

It has also been a strong year for achievement, with six Cubs being awarded their Chief Scout's Silver Award before moving on to Scouts - a fantastic accomplishment that reflects their hard work and commitment.

Numbers in the section have grown over the past year, supported by a number of Beavers moving up, and we currently have 19 Cubs attending regularly.

As always, a huge thank you goes to our leadership team - Akela, Kim and Tina - along with our Young Leader Chloe, for their continued time, energy and commitment in delivering such a varied and engaging programme each week. We also thank our Cubs for their enthusiasm and willingness to get involved in everything we do.

We're looking forward to another year of adventure, learning and fun.

4.6 Scouts Section Report

Ashley Proctor – Team Leader (Scouts)/Group Lead Volunteer

This has been a year of rebuilding and gradual recovery for the Scout section.

Following a challenging period, it has been encouraging to see progress over the course of the year. By mid-October, we were able to reintroduce a dedicated Scout night on Wednesdays - an important milestone for the section. While numbers remain relatively small, this represents a positive step forward and provides a foundation to continue building on.

Despite the challenges faced, Scouts have still enjoyed a varied and active programme. Activities have included orienteering sessions at Delamere Forest, a trip to Scarefest at Alton Towers, and a smaller-scale group firework night in November. The section also took part in Remembrance Sunday, continuing to play an important role within the local community.

Over the festive period, Scouts chose their own end-of-year activity, combining Laser Quest with ten-pin bowling - a well-earned opportunity to relax and enjoy time together outside of the usual programme.

The new year brought further opportunities, including the Group camp at Queen Charlotte's Wood and participation in the Marvellous Medicine event at the University of Liverpool. These experiences have helped maintain momentum and provided valuable opportunities for teamwork, independence, and new skills.

One of the standout achievements of the year was participation in the Cheshire Hike. Working alongside 4th Frodsham, our joint team performed exceptionally well, finishing as Pathfinder winners for Mersey Weaver - a fantastic accomplishment and a testament to the determination and teamwork shown by all involved.

Throughout the year, the Scouts who have remained active have shown resilience, adaptability and a continued willingness to get involved. That commitment has been key in keeping the section moving forward during a period of change.

Looking ahead, the focus remains on continuing to build numbers, supporting the transition of Cubs into the section, and strengthening the programme further. While the section is not yet fully secure, there is a clear sense of progress and a strong foundation for the future.

A huge thank you goes to all those who have supported the section over the past year - volunteers, parents, and of course the Scouts themselves. The journey has not been without its challenges, but the section continues to move in the right direction.

5. Financial Review

5.1 Treasurer's Report

Nicole McNally – Treasurer

Income

The total income for 2025 was £9,806.20. Although this figure is lower than last year, we have more members this year as you can see from the increase in income collected from membership fees.

| | 2025 | 2024 | 2023 | 2022 |
|--|------------------|-------------------|-------------------|-------------------|
| TOTAL INCOME | £9,806.20 | £11,178.51 | £11,495.00 | £15,974.02 |
| Subs/membership Fees | £6,256.24 | £4,569.10 | £5,026.85 | £5,107.41 |
| Donations and grants | £1,114.18 | £3,875.60 | £2,033.56 | £8,073.57 |
| Fundraising | £85.47 | £1,034.02 | £2209.03 | £853.29 |
| Outings and Activities (all sections) | £2,350.31 | £1,019.50 | £1,441.38 | £1,599.75 |
| Other | £0 | £878.46 | £784.18 | £340 |

Donations and Grants

We were fortunate to receive donations from Elton Parish Council (although this was for the Firework Spectacular so was refunded) and The Charities Trust this year.

Fundraising

Due to the Firework Spectacular not taking place, fundraising is much lower than last year. It is yet to be confirmed whether this will go ahead in 2026.

Outings and Activities

The children have taken part in lots of activities and several outings further outlined in the section reports. The £2,350.31 figure is the amount we have collected from parents/carers towards outings and activities which is higher than the previous year due to the increase in membership numbers and additional trips the children have attended.

Expenditure

The total expenditure for 2025 was £15,411.70.

| | 2025 | 2024 | 2023 | 2022 |
|---|-------------------|-------------------|-------------------|-------------------|
| TOTAL EXPENDITURE | £15,411.70 | £17,617.61 | £15,004.24 | £22,562.47 |
| Hut Renovations/& Maintenance | £3,034.82 | £4,260.89 | £1,731.99 | £8,252.20 |
| Equipment& general expenses | £317.51 | £752.92 | £403.35 | £646.72 |
| Outings and Activities/Events | £4,340.34 | £5,631.68 | £6,438.01 | £6,533.87 |
| Badges and uniform | £634.26 | £504.36 | £324.06 | £1,339.04 |
| Camps | In events | In events | In events | In Events |
| Utilities (heat, water, light) | £1,763.90 | £1,681.70 | £1,119.55 | £1,231.36 |
| Census | £2,961.00 | £2,508.00 | £2,700 | £2,729.50 |
| Insurance | £1,331.70 | £1,513.26 | £1435.40 | £423.02 |
| Other (bank charges, admin, donations & sundry) | £1,048.17 | £764.80 | £851.88 | £723.76 |
| Training for Leaders | | | | £683.00 |

As with many things, costs for utilities have slightly increased. Events and activities continue to be subsidised where possible and we were able to donate for one of Ex-Scouts who is now one of our Young Leader's to attend the district international trip to Kanderstag in 2025. Spending has been reduced on hut maintenance and equipment as a precautionary measure as we knew funds were not coming in from the Firework Spectacular.

Subscriptions

Membership fees cover the costs of the group, including the Census, HQ maintenance, weekly activity costs, etc..

- As of January 2026, the membership fee is £165 per annum (£15 per month, with payments not taken during the month of August).
- Subscriptions are reviewed and set annually by the Group Trustee Board.

Bank Accounts

Amounts held in Bank Accounts or cash as at 31/12/2025 were £19,181.93. A full set of the Annual Accounts for 2025 are included in the appendix at the end of this document.

5.2 Reserves Policy

The Group aims to hold reserves of **£14,000** to ensure we can continue delivering Scouting if income drops or unexpected costs arise. This total includes:

- **£6,000** for six months of essential running costs (admin, utilities, census, maintenance)
- **£8,000** for emergency repairs or unforeseen financial needs

The reserve level is reviewed each year by the Trustee Board as part of the budget process. If reserves fall below the target, a recovery plan will be agreed.

Reserves may only be used with Trustee Board approval and must be replenished where possible. Any additional funds set aside for future projects will be recorded separately as designated funds.

5.3 Investment Policy

The Group's Income and Expenditure is very small and consequently, does not have sufficient funds to invest in longer-term investments such as 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 or building societies or The Scout Association's Short Term Investment Service.

6. Declaration

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

Signed on behalf of the charity's trustees:

Signature:

Date:

Full Name:

Position:

Signature:

Date:

Full Name:

Position:

Appendix 1 – Full Accounts 2025

| 1st Ince and Elton Scout Group | | | |
|--|-------------------|-----------------------------------|--------------------|
| Annual Accounts for Year Ended 31st December 2025 | | | |
| Opening Balance as of 01/01/2025 | | | |
| | | Bank | £ 23,890.87 |
| | | Cash | £ 400.00 |
| | | Stripe account balance(OSM cards) | £ 484.79 |
| | | equals card balance | £ 11.77 |
| Total | | | £ 24,787.43 |
| Income | | Expenditure | |
| Subscriptions | £ 6,457.04 | Admin | £398.17 |
| Donation | £ 1,114.18 | Census | £2,961.00 |
| Fundraising | £ 85.47 | Events & Activities | £4,340.34 |
| Events& Activities | £ 2,350.31 | Utilities | £1,763.90 |
| Rent | | Hut Maintenance | £3,034.82 |
| Sundry | | Badges & Uniform | £634.26 |
| Stripe/Go Cardless | -£ 200.80 | Equipment | £317.51 |
| cash from fundraising | | Insurance | £1,311.70 |
| | | Sundry - Refund to EPC | £500.00 |
| | | Donations (Kandersteg 2025) | £150.00 |
| TOTALS | £ 9,806.20 | | £15,411.70 |
| Closing Balance as of 31/12/2025 | | | |
| | | Bank | £18,627.17 |
| | | Cash | £400.00 |
| | | Stripe account balance(OSM cards) | £142.99 |
| | | Balance on equals cards | £11.77 |
| Total | | | £19,181.93 |
| Opening balance at 01/01/2025 | | | £24,787.43 |
| Income | | | £9,806.20 |
| Expenditure | | | £15,411.70 |
| Closing Balance at 31/12/2024 | | | £19,181.93 |

Appendix 2 – Scrutineer’s Report

Scrutineer's Report to the Trustees of the 1st Ince & Elton Scout Council

I report on the accounts of the Group/District for the year ended December 2025

Respective responsibilities of Trustees and Scrutineer

As the Group's/District's trustees you are responsible for the preparation of the accounts; you consider that neither the audit nor independent examination requirements of the Charities Act 2011 apply. It is my responsibility without carrying out an audit or independent examination to scrutinise the accounts and to report to you.

Basis of Scrutineer's Statement

In accordance with the directions given in the Group's/District's constitution, I have scrutinised the records and the accounts set out on pages “Cashbook 2025” (Pages 12 to 15, and Page 16 in this report)

Scrutineer's Statement

In my opinion the accounts are in accordance with the records produced to me and comply with the constitution.

Name: Judith Dodd

Date: 20/05/2026