

Trustees' Annual Report

For the period:

From	1st July 2025	To	30th June 2026
Name	4th Stafford Scout Group		
Charity Registration Number	EW89372		
HQ Registration Number	10016356		

Objectives and activities

Summary of the purpose and objects of the group as set out in its governing document	The objectives of the group are as a part of The Scout Association. The Purpose of Scouting Scouting exists to actively engage and support young people in their personal development, empowering them to make a positive contribution to society. The Values of Scouting As Scouts we are guided by these values Integrity – We act with integrity; we are honest, trustworthy and loyal Respect – We have self-respect and respect for others Care – We support others and take care of the world in which we live Belief - We explore our faiths, beliefs and attitudes Co-operation – We make a positive difference; we co-operate with others and make friends The Scout Method Scouting takes place when young people, in partnership with adults, work together based on the values of scouting and: - enjoy what they are doing and have fun - take part in activities indoors and outdoors - learn by doing - share in spiritual reflection - take responsibility and make choices - undertake new and challenging activities - make and live by their promise
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Achievements and performance

Summary of the main achievements of the group during the year.	Group Lead Volunteer Report - Catherine Hordern Welcome to our honoured guests from the district trustee board, our DLV, parents and scouts. It goes without saying this group of almost 100 young people would not be one of the most successful groups in the district if it weren't for the hard work of all the leaders, as always, I would like to thank them all for their continued support and dedication. Over the years we have been careful to nurture all our aged-out scouts, creating an environment where they can return as young leaders, so I would also like to thank our army of young leaders.
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	Through our young leader programme, we have welcomed 7 new adult leaders - who have remained with their sections and continue to assist week in, week out. We do however, say goodbye to Nathan (Conker) and Emilia (Echo) who head to university in September - we wish them luck and see you when you return home for the holidays! I would like to thank Karl Hilton, who stepped down this year as Chair, for his many years of quiet, tireless service to the group, it has been very much appreciated, we wish him all the very best. We welcome Rhys as our new chair; we thank him for his support and look forward to working with him. This year we ran a group camp, my thanks firstly to Vista for his hard work behind the scenes, all the leaders and parents that helped make it such a successful event, it was amazing fun, and lovely to see representation across all four sections. A couple of final notices. Lydia - Akela - leader of our cub pack, has advised that she will be stepping down from her role. I cannot describe the amazing impact Lydia has had on the pack - growing it to the dizzying heights of 50 members in 2020 - and to the group as a whole - I mean who will feed us on camps now! Your 13 plus years of service have been phenomenal. You have our whole hearted thanks for everything and you will be missed. This does leave an opening in our team, if you think you can spare an hour a week, please let me know. In other news, not that she needed any persuading, Lucy (Acorn) will be stepping up as our new Squirrel Drey leader - the Grey Squirrels will start in January 2027, I am aware that planning has already started and we wish Lucy every success with our new section. Each section will provide a report of their activities, so no spoilers from me! Thank you again. Section Report - Squirrels We began the year out and about navigating our way around Victoria Park whilst completing a scavenger hunt. We had a fantastic time at our annual campfire where we baked bananas and sang songs with TicTac (always his favourite night!). We focused on our community over the second half of the autumn term taking on our biggest ever food bank project and collecting an incredible 49kg of food. Stafford food bank came to visit for a talk about how our collection would help our community and to say a big thank you to our Squirrels! We've had several young leader takeovers that were wonderfully creative and showed just what an incredible bunch our future adult leaders are! We have had some of our best attendances at district and local events including Remembrance Sunday, Christmas Carol Service and St George's Day parade showing just how much our Squirrels can do! We have also awarded 2 Chief Scout Acorn awards and 70 other badges with more expected to be awarded by the end of the Summer term. We have seen some Squirrels confidently move on to Beavers and welcomed new faces too.
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	Spring has seen 2 of our young leaders move up to adult leaders. Conker and Acorn have taken to it like ducks to water. We have also welcomed Bramble, Skye and Henry to our drey and they have been invaluable in the smooth running of our sessions. This past term we have explored space, celebrated Burns night and Lunar New Year and talked about all the different ways we can look after our world. Looking ahead we are excited to have 4 brave squirrels joining group camp for the first time and we are enjoying the opportunity to run more sessions outdoors as well as looking forward to our hike with the Beavers. We are excited for all the new adventures 2026 will bring as we continue to show the Squirrels can do anything they put their mind to! Thank you to all at the 4th and beyond for the ever helpful and positive support of our little Drey! Section Report - Beavers We have had a jam packed year. We have been out and about to the chase – cycling and boat racing. The castle to take photos, and Victoria park to explore the gardens. We have covered our safety badge over the course of three terms most recently sitting by the river discussing what they would do if I was struggling in the water. I did raise objections to this as I swam 2.5km earlier this year to raise money for the group camp. We of course covered our experiments badge which as per previous years was more miss than hit – but the LED, battery and pencil experiment was very cool. The jitter bugs on camp were a huge success as well. We don't talk about the gardener's badge either – which again was more miss than hit too, although by all accounts Izzy has grown a multi-coloured nasturtium. We returned to Crispin court for carol singing, which was well received by the residents, who joined us in a sing-a-long. Spring term was dominated by our Space badge and culminated in our group camp in May. This was really successful and thoroughly enjoyable. Our final term has been a bit of a mis match of badges – due to mopping up the remaining bits and pieces for our older beavers, to complete the requirements for their Bronze awards. My thanks as always to Squirrel, who puts up with my crazy ideas and often wonders where the sessions are heading. Rainbow our permanent parent helper, Echo who eventually turned 18, became a leader and then leaves us for Uni – we wish her all the very best. Tic tac- who also turned 18 and returns in September (hopefully). To my gang of young leaders – none of what we do is possible without your help week in week out. This year we have awarded 33 Challenge badges, 193 activity badges, 34 staged badges. And an incredible 6 Bronze awards – Well done to all our young people for their hard work.
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	Section Report - Cubs The pack has maintained an excellent level of attendance & continues to enjoy a wide range of activities week on week. Highlights of the year have been our Christmas sleepover which is always very well attended & a lot of fun; trips to the chase, Sherratt's Wood, Clip & Climb and water activities. We've attended St. Georges Day Parade, Remembrance Parade & spent time doing activities with other sections of the Group. We have 5 adult leaders & 5 young leaders in our team. We are very prepared for our upcoming group camp & are looking forward to spending time with all sections of the Group & making new friends in our Scouting family. Section Report - Scouts We pride ourselves on our active outdoor and traditional Scouting programme. And what another action-packed year it has been. We finished off last Scouting year with our amazing Summer Camp in Dorset, a week of amazing activities, including Water Sports, sailing and windsurfing, as well as kayaking and paddleboarding. The Scouts were fantastic and will have made memories for life. In addition to summer camp, some of the Troop head the opportunity to take part in our Eryri Peak expeditions. Scaling peaks in North Wales, including Snowdon/Yr Wyddfa. As usual, we have been fortunate to take part in lots of other nights away experiences this year. Starting the new Scouting year in September with Autumn camp to Milldale, Cheshire. Then our infamous night hike in the Peak District returned, with the Troop hiking over the Roaches overnight to Gradbach. In February, our oldest Scouts take part in Winter camp, navigating themselves through a series of challenges across North Cheshire and Greater Manchester. In April, we are pleased to join with the 21st Scouts for our joint Spring Camp at Wrekin Scout campsite. Patrol camping, putting all those traditional scouting skills into action. Adventure is the keystone of our programme; the Scouts enjoyed a gliding experience, piloting their own glider, as well as hillwalking in the Shropshire hills, among some of the things we've done this year. As always, bushcraft and traditional Scouting skills featured heavily in our programme. The Scouts have taken part in many projects this year, carving their own spoon over several weeks in early 2026, then building and using mini forges in April.
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Financial review

Review and suggest only any improvements	The Group's accounts are in good health. Our financial year runs to the end of March, at which point the Group had a balance of £4,552. This is in addition to the individual section accounts, which are used for day-to-day section activities, collecting camp deposits and holding funds raised by the sections. Our single biggest expense each year is the February Capitation payment to the wider Scout organisation. This payment supports the national, county and district teams, and increasingly helps cover insurance for our young people and volunteers. This insurance
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	enables us to continue running the activities we offer. The Capitation payment in February was £5,525. Despite this significant cost, we have continued to fund each section's termly activities, pay rent for our meeting places and maintain or replace equipment when needed. During the year, we spent £1,571 on new equipment, £155 on maintaining existing equipment and £285 on insuring our equipment. We managed to subsidise Scout Summer Camp, along with other section activities. We also paid for transport costs, such as minibus hire and trailer maintenance, to help ensure that activities which would otherwise be costly remain open to all. This is mainly achieved through the monthly subscriptions paid by members, alongside fundraising activities such as <i>Easyfundraising</i> and Gift Aid. Gift Aid alone contributed £2,391 last year. For the next financial year, starting in April, we will continue to support the same programme of activities. We recently increased subscriptions so that we can maintain this programme while also ensuring we hold sufficient reserves, as set out below, rather than reducing activities. We will keep this under review so that we can continue to deliver activities for young people, including subsidising major events such as the successful Group Camp we recently enjoyed.
Policy on Reserves, why they are held, and the amount of reserves	The Group's policy on reserves is to hold sufficient resources to continue its charitable activities if income and fundraising fall short. The Trustee Board considers that the group should hold reserves equivalent to one and a half times the previous year's February Capitation payment. A single fixed amount is not held separately; instead, reserves and cash flow are monitored monthly to ensure the Group remains on track. For February 2026, the Group should therefore have £8,287 reserved for the Capitation payment, and we are on track to meet this target. At the end of May 2026, we held £7,270 in reserves, which is above the level needed at this point in the year.
Policy on Investments and investment performance	The groups reserves are small and, as a consequence, it 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 for the investment of its funds. All funds are held in cash using only mainstream banks or building societies. Because the Group builds up reserves each year for the Capitation payment, the Trustees have agreed to hold some reserves in a higher-interest notice account to earn additional interest for the Group. This approach was adopted in December 2025 and has so far generated a modest £35 of interest.
A description of the principal risks	The Trustee Board has reviewed the principal financial risks facing the Group and has identified the following key risks and mitigations. Increase in Capitation costs; mitigated through maintaining adequate reserves. Rent increases; while significant increases would need to be managed, they are not currently material. Any change would give the Group time to restructure appropriately, including reviewing expenditure and income.

	Financial failure within the banking sector; this would be material but is highly unlikely. The risk is mitigated by using only high street banks and building societies. Reduction in Gift Aid income; this would be material, but there is no indication that it is likely. We would expect any announcements to allow enough time for the Group to explore other funding sources.
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Structure, governance and management

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 (POR) of The Scout Association.
Trustee selection methods	The Trustees are appointed in accordance with the Policy Organisation and Rules of The Scout Association.
Policies and procedures for the induction and training of trustees	All Trustees complete The Scout Association trustee and mandatory learning within the first six months of joining the Trustee Board, they also complete other Scout Association mandatory learning periodically as required.
Additional governance arrangements	The group is managed by the Trustee Board, the members of which are the "Trustees". The Trustee Board consists of the Chair, Treasurer and 6 Trustees (including Ex-Officio Trustees, and co-opted Trustees) and meets every 3 months. The Trustee Board exists to support the Leadership Teams in meeting the responsibilities of their appointments and in supporting them to run high-quality and safe programs that give young people skills for life. The Trustee Board maintain appropriate governance policies and oversight. The Trustee Board is responsible for carrying out its purposes for the public benefit, complying with the Scout Association's governing document and the law, and managing the group's resources responsibly. The Trustee Board is responsible for ensuring the group is well managed, risks are assessed and mitigated, buildings and equipment are in good order and everyone follows legal requirements and Scout Association Policy, Organisation & Rules. This includes responsibility for: • Promoting a positive image of Scouting in the community, as well as its development; • Developing, maintaining and regularly a risk register, including putting in place appropriate mitigations; • Ensuring that the finances are properly managed, and there are sufficient resources (and reserves) to deliver high quality Scouting; • Ensuring a system of internal controls is in place that is designed to provide reasonable assurance against material mismanagement or loss; • Ensuring that property is appropriately managed; • Maintaining appropriate insurance of persons, property and equipment;

	• Assisting in the recruitment of leaders and other adult support; • Having an open and transparent selection process for the recruitment of Trustees; • Appointing Advisors as required; • Ensuring effective administration is in place to support the Trustee Board; • Ensuring compliance with applicable governance and group regulations, including in respect to safety and safeguarding; • Ensuring incidents are appropriately reported in line with regulation and policy; • Ensuring applicable policies and regulations are regularly reviewed and changes implemented as appropriate; • Ensuring transparency of operations, including in the preparation of accounts and holding and AGM; • Ensuring compliance with Data Protection legislation; • Acting as a responsible employer for any employees, who are effectively managed.
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Plans for future periods

Plans for future Periods	2026/2027 will explore the opening of a new Squirrel drey within the group to help reduce the waiting list and provide scouting based activities for the young people of the local community.
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Reference and administration details

Principal Address	31, The Pippins, Stafford, ST17 9DN
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	Names of the Groups trustees:	Office (if any)	Dates acted if not for whole year
1	Rhys Powell	Chair	n/a
2	Catherine Hordern	Lead Volunteer	n/a
3	Darren Hordern	Treasurer	n/a
4	Alexander Windows		n/a
5	Gemma Phillips		n/a
6	Luke Vernon		n/a
7	Ian Davis MBE		n/a
8	Tracey Evans		n/a
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Name and address of advisors

Type of advisor	Name
Independent Examiner / Auditor	Mrs Melanie Blakeman
<i>Detail others</i>	N/A

Declaration

The trustees declare that they have approved the trustees' report above.
Signed on behalf of the group's trustees by:

Signature	
Full name	Mrs Gemma Phillips
Position held	Group Secretary/Trustee
Date	13 th July 2026