

Trustees' Annual Report

For the period:

From	1 April 2025	To	31 March 2026
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Charity Name	1st Brenchley and Matfield Scout Group
Charity Registration Number	801782
HQ Registration Number	S10012605

Objectives and activities

Summary of the purpose and objects of the charity as set out in its governing document	The objectives of the charity are as a part of The Scout Association. The Purpose of Scouting Scouting exists to actively engage and support young people in their personal development, empowering them to make a positive contribution to society. The Values of Scouting As Scouts we are guided by these values Integrity – We act with integrity; we are honest, trustworthy and loyal Respect – We have self-respect and respect for others Care – We support others and take care of the world in which we live Belief - We explore our faiths, beliefs and attitudes Co-operation – We make a positive difference; we co-operate with others and make friends The Scout Method Scouting takes place when young people, in partnership with adults, work together based on the values of scouting and: - enjoy what they are doing and have fun - take part in activities indoors and outdoors - learn by doing - share in spiritual reflection - take responsibility and make choices - undertake new and challenging activities - make and live by their promise
Summary of the main activities in relation to the purpose and objects	Membership and Growth The group maintained healthy membership numbers across its Cubs and Scout sections. At the end of January 2026, the Group's census recorded 21 Cubs and 22 Scouts. The Group continued to operate with full sections and a substantial waiting list, reflecting strong demand for Scouting within the local community. New volunteers were successfully integrated into leadership and supporting roles to maintain a safe and active programme. New volunteers completed required DBS checks and induction training. Youth Programme and Awards The group delivered a wide range of outdoor and survival skills, including camping, cooking, fishing, micro lighting and ice skating, primarily using local woodlands such as Lordship Woods and district facilities. Young people were guided through the process of earning numerous activity and challenge badges, reflecting their personal progress in skills including first aid, camping and cooking. Young people were empowered to actively influence their own programme, allowing them to shape their Scouting experience.

	The Scout group also went to the Kent International Jamboree, following a very successful fundraising campaign where 22 Scouts enjoyed a week of activities. Frost and Flame camp should also be mentioned, where the Scouts attended a winter camp for 2 nights, and the Cubs pack also attended for the day (as only one of 2 Cub groups to attend). Furthermore, Scouts participated in Monopoly Run London, and a joint bonfire night was held between Cubs and Scouts in Lordship Woods. Cubs are working to a Youth Led programme, including cooking, stop motion film making and learning the history of Scouting. Community Engagement and Support The group represented Scouting at district-wide events, including the St. George's Day Parade, and participated in community events such as Remembrance Parade and Fireworks Night. Two Scouts have been selected for the World Scout Jamboree, with Scout Team Member, George Lade selected to attend as an International Service volunteer. The Group supported fundraising efforts for these opportunities. The group continued to offer its headquarters for hire, providing a valuable local resource and generating income to support activities. Inclusion and Financial Support The Group reaffirmed its commitment that no young person should miss out on Scouting because of financial circumstances. A hardship fund policy was developed to provide support to families experiencing financial difficulty, with options including payment by instalments and discretionary support for exceptional circumstances.
Statement confirming the trustees have had regard to the guidance issued by the Charity Commission on public benefit	The Trustees confirm that the charity meets the Charity Commission's Public Benefit criteria under both the advancement of education and the advancement of citizenship or community development headings.

Achievements and performance

Summary of the main achievements of the charity during the year identifying the difference and impact the charity's work has made, including on sustainability	Leadership and Governance Nicole and Paul Batchelor joined in September 2025 as Cubs leaders. NatWest Bankline signatories and NatWest mandate documentation were updated to ensure current Trustees have appropriate access and authority on the Group's accounts. Membership and Community Reputation The Group maintained full membership across Cubs and Scouts sections with a substantial waiting list, demonstrating strong community reputation and word-of-mouth engagement. Infrastructure and Facilities The Group progressed its hut improvement programme with contractor appointments approved. A carbon monoxide guidance review was completed and enhanced safety procedures for play park usage were implemented. A new Land Lease was signed to 2032. International Engagement and Fundraising The Group supported two Scouts' attendance at the World Scout Jamboree and George Lade's participation as an International Service volunteer. Fundraising efforts successfully supported these
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	opportunities, with quiz nights and World Scout Jamboree donations contributing to Group finances. Volunteer Development The Group successfully recruited and integrated new volunteers into leadership teams, with particular focus on Cubs section succession planning. New volunteers completed required DBS checks and induction training. Developments after the reporting period Governance was strengthened through the appointment of Robert Aplin as Trustee with Hut Improvement specialist focus (May 2026), bringing dedicated expertise to the Group's infrastructure plans.
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Financial review

Review of the financial position	Financial Resilience and Sustainability The Group held reserves of £28,804 at 31 March 2026, compared with its minimum contingency reserve of £5,000. The higher level of reserves reflects the planned hut improvement works and the need to maintain financial resilience, including in light of reduced long-term rental income. Approximately £17,000 is anticipated to be spent on necessary hut improvements. During the reporting period, the Group received £10,000 from the Benenden sale, which was designated for hut improvement works. These funds will contribute towards the planned programme of necessary improvements, estimated at approximately £17,000.
Policy on Reserves, why they are held, and the amount of reserves	The policy on reserves is to hold sufficient resources to continue the charitable activities of the charity should income and fundraising activities fall short. The Trustee Board considers that the charity should not go below a reserve of £5000 for contingency. The charity held reserves of approximately £28,804 at year end, compared with the Trustee Board's minimum contingency reserve of £5,000. The Group anticipates spending approximately £17,000 on necessary hut improvement works. The reserves also provide financial resilience in light of reduced long-term rental income.
Policy on Investments and investment performance	The charity's reserves are small and therefore does not have sufficient funds to invest in longer-term investments such as stocks and shares. The charity 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.
A description of the principal risks	The Group Trustee Board has identified the major risks to which they believe the Group is exposed, these have been reviewed and systems have been established to mitigate against them. The main areas of concern that have been identified are: Safeguarding and Leadership Resilience: A safeguarding matter relating to Summer Camp 2025 was addressed during the reporting period in accordance with the relevant Scout Association procedures. The Group has continued to review its recruitment, vetting and leadership arrangements, with new volunteers completing the required checks and induction processes. Financial Sustainability: The Group is primarily reliant upon income from subscriptions and fundraising. A phased subscription increase was approved during the reporting period to reflect genuine increases in costs of delivering Scouting (activities, equipment, badges, insurance, utilities and maintenance). The Group maintains a reserve to ensure the continuity of activities and has established clear communication with families regarding financial support and hardship provisions. In the meantime we are working hard to generate

	additional revenue streams, such as Gift Aid collection from all eligible families, and investigating opportunities to rent the hall on a longer-term basis when it's not being used. Building and Infrastructure: The Scout Hut requires ongoing maintenance and improvement works. The Group has obtained multiple quotations and has identified a prioritised programme of works including electrical safety certification, roof and soffit repairs, structural remediation, external lighting and site access improvements. This will cost in the region of £17,000. The Group received £10,000 from the Benenden sale to support these works. Volunteer Recruitment and Retention: The Group is dependent on volunteers to run activities. Active recruitment and integration of new volunteers have been undertaken during the reporting period. New volunteers are supported through induction and training processes to ensure they feel valued and supported in their roles. Damage to the building, property and equipment: The Group would request the use of buildings, property and equipment from neighbouring organisations such as the community centre and other Scout Groups. Similar reciprocal arrangements exist with these organisations. The Group has sufficient buildings and contents insurance in place to mitigate against permanent loss. Injury to leaders, helpers, supporters and members: The Group through the capitation fees contributes to the Scout Association's national accident insurance policy. Risk Assessments are undertaken before all activities. Reduction or loss of members: The Group provides Scouting opportunities for young people in the age ranges covered by its sections, with ambitions to increase the number of units. The Group maintains a substantial waiting list, which provides some resilience against reduction in membership. However, should there be a significant reduction in membership in a particular section or the group, there would need to be a contraction, consolidation or closure of a section.
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Structure, governance and management

Type of governing document	The charity's governing documents are those of The Scout Association. They consist of a Royal Charter, which in turn gives authority to the Bye Laws of the Association and The Policy Organisation and Rules (POR) of The Scout Association.
How the charity is constituted	The charity is a trust established under its rules which are common to all Scouts. It is constituted as an educational charity.
Trustee selection methods	The Trustees are appointed in accordance with the Policy Organisation and Rules of The Scout Association.
Policies and procedures for the induction and training of trustees	All Trustees complete The Scout Association trustee and mandatory learning within the first six months of joining the Trustee Board, they also complete other Scout Association mandatory learning periodically as required.
Additional governance arrangements	The charity is managed by the Trustee Board, the members of which are the "Charity Trustees". As charity trustees they are responsible for complying with legislation applicable to charities. This includes the registration, keeping proper accounts and making returns to the Charity Commission as appropriate.

	The Trustee Board consists of the Chair, Treasurer and 4 Trustees (including 1 Ex-Officio Trustee) and meets 4-6 times a year. The Trustee Board is supported by a Board Administrator. The Trustee Board exists to support the Leadership Teams in meeting the responsibilities of their appointments and in supporting them to run high-quality and safe programs that give young people skills for life. The Trustee Board maintain appropriate governance policies and oversight. The Trustee Board is responsible for carrying out its purposes for the public benefit, complying with the charity's governing document and the law, and managing the charity's resources responsibly. The Trustee Board is responsible for ensuring the charity is well managed, risks are assessed and mitigated, buildings and equipment are in good order and everyone follows legal requirements and Scout Association Policy, Organisation & Rules. This includes responsibility for: • Promoting a positive image of Scouting in the community, as well as its development; • Developing, maintaining and regularly a risk register, including putting in place appropriate mitigations; • Ensuring that the finances are properly managed, and there are sufficient resources (and reserves) to deliver high quality Scouting; • Ensuring a system of internal controls is in place that is designed to provide reasonable assurance against material mismanagement or loss; • Ensuring that property is appropriately managed; • Maintaining appropriate insurance of persons, property and equipment; • Assisting in the recruitment of leaders and other adult support; • Having an open and transparent selection process for the recruitment of Trustees; • Appointing Advisors as required; • Ensuring effective administration is in place to support the Trustee Board; • Ensuring compliance with applicable governance and charity regulations, including in respect to safety and safeguarding; • Ensuring incidents are appropriately reported in line with regulation and policy; • Ensuring applicable policies and regulations are regularly reviewed and changes implemented as appropriate; • Ensuring transparency of operations, including in the preparation of accounts and holding and AGM; • Ensuring compliance with Data Protection legislation; • Acting as a responsible employer for any employees, who are effectively managed.
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Plans for future periods

Plans for future Periods	Looking ahead, the Group has identified the following priorities to support the continued delivery and development of Scouting activities: Hut Improvement and Infrastructure The Group has approved a prioritised programme of hut improvement works, with contractor appointments confirmed.
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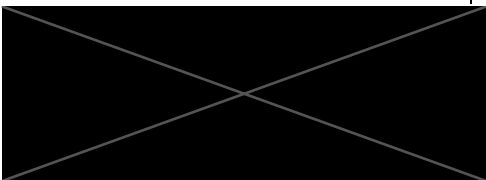
	Works include; soffit and fascia repairs, structural bracing, electrical upgrades, rear site levelling, brickwork repairs, and installation of an electric hand dryer. Multiple quotations have been obtained, and works are scheduled to commence. The Group received £10,000 from the Benenden sale to support this investment in the Group's facilities, which we anticipate costing around £17,000. Beaver Colony Development The Group has ambitious plans to open a Beaver Colony (for younger members aged 6-8) by September 2027, subject to completion of the necessary building works at the Scout Hut and recruiting volunteers. Explorers Trial We are trialling the introduction of an Explorers unit (members aged 14-18) from September 2026 to be run by George Lade, initially once per fortnight. Financial Sustainability A phased subscription increase has been approved to take effect from September 2026, designed to ensure the Group can continue to deliver high-quality programmes whilst maintaining financial sustainability. The Group has committed to communicating transparently with families and providing support for those experiencing financial difficulty. Volunteer Recruitment and Succession Planning The Group continues to actively recruit new volunteers, to strengthen the leadership teams and to fill the Treasurer position. Succession planning is underway to ensure continuity of key roles and to support the sustainability of the Group's activities. District Merger The Group is preparing for the merger of Brenchley & Matfield Scout Group into the new RTW and Weald District, expected to be completed by the end of 2026. The Group is working with Kent County Scouts and District partners to ensure a smooth transition.
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Reference and administration details

Principal Address	1st Brenchley and Matfield Scout Group Brenchley Road, Brenchley Tonbridge TN12 7NY
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	Names of the charity trustees who manage the charity	Office (if any)	Dates acted if not for whole year
1	Adam Flinn	Chair	
2	Nicholas Bottle	Lead Volunteer	
3	Sarah Cox	Treasurer	
4	Katherine Lawson	Trustee	
5	Sarah Lade	Trustee	
7	Richard Barsley	District Chair of Trustees	
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Name and address of advisors

Type of advisor	Name	Address
Independent Examiner / Auditor	Matthew Wedge	
<i>Detail others</i>		

Declaration

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

Signed on behalf of the charity's trustees by:

Signature		
Full name	Adam Flinn	Richard Barsley
Position held	Trustee Chair	District Chair of Trustees
Date	21/09/2026	21/09/2026