

# Annual Report and Accounts 2021 - 2022

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**Scouts**

  
**Scouts**  
Derwentside

# Trustees Annual Report

## 2021 - 2022



## 1 Reference and Administration Details

**Charity Name:** Derwentside District Scout Council  
**Charity Number:** 1016535  
**Principal Address:** c/o Howden Bank Farm, Maiden Law, Lanchester, County Durham. DH7 0QS

### 1.1 Trustees

David Lovett	District Chair	
David Ellis	District Secretary	
Nick McCormick	District Treasurer	
Jason Wise	District Commissioner	
Phil Roberts	District Explorer Scout Commissioner	Resigned 1 <sup>st</sup> December 2021
Finlay Marsh	District Youth Commissioner	
Kerry Chappell	Elected Representative	
Neil Jukes	Elected Representative	
Keith Slater	Elected Representative	
Margaret Roberts	Elected Representative	Resigned 1 <sup>st</sup> December 2021
Alison Fraser	Nominated Representative	Resigned 3 <sup>rd</sup> May 2022

### 1.2 Advisors

Kenneth Fraser	Co-Opted advisor
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### 1.3 Independent Examiner

Mr. Richard Major

## 2 Structure, Governance and Management

### 2.1 Governing Document

The District'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.

### 2.2 District Scout Council

The District Scout Council is the electoral body to which the District Executive Committee is accountable. Membership of the District Scout Council is open to:

Ex officio

All adult members and associate members of the Scout District (see District roles listed in The Appointments Process chapter, Table 2: Appointments).

- All adults holding the following appointments from the Scout Groups in the District
  - i. Group Scout Leader
  - ii. Deputy Group Scout Leader
  - iii. Group Chair
  - iv. Group Secretary
  - v. Group Treasurer
  - vi. Section Leader
  - vii. Assistant Section Leader
  - viii. Group Active Support Manager
- all Explorer Scouts;
- all members of the District Scout Network;
- all parents of Explorer Scouts;

Nominated Members

Other supporters of the District Appointed by the District Scout Council on the recommendation of the District Commissioner and the District Executive Committee.

The County Commissioner and County Chair are ex-officio members of the District Scout Council.

### 2.3 Constitution

The District is established under the Policy, Organisation and Rules of the Scout Association.

### 2.4 Trustee Selection

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

### 2.5 District Executive Committee

The District is managed by the Executive Committee, the members of which are the 'Charity Trustees' of the Scout District which is an educational charity. 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 Committee consists of 3 independent representatives, Chair, Treasurer and Secretary together with the District Commissioner, District Explorer Scout Commissioner, District Youth Commissioner and up to six nominated members and 6 elected members and meets every 3 months.

Members of the Executive Committee complete 'Essential Information for Executive Committee' training within the first 5 months of joining the committee.

This Executive Committee exists to support the District Commissioner in meeting the responsibilities of the appointments and is responsible for:

Members of the Executive Committee must act collectively as charity Trustees of the District, 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 District
- Manage the District 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 fund-raising 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 District
- The opening, closure and amalgamation of Groups as necessary.
- And all other duties as set out in Policy, Organisation and Rules.

### 2.6 Risk and Internal Control

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

## 3 Objectives and Activities

The primary objective of the District 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.

## 4 Achievements and Performance

The Executive Committee gratefully acknowledges the valuable contribution made by volunteer leaders across the District who have worked hard to deliver quality Scouting in Derwentside District. As with last year, we have been gripped by COVID and this has significantly impacted on activities. However, alongside these huge challenges, the district has gradually returned to face-to-face scouting, building on the foundations set during the pandemic and moving forward with no financial issues reported because of a reduction in income.

It was inevitable that COVID and not meeting face-to-face would have an impact on membership numbers. However, we fared much better than other districts and recovered some of the reductions we saw last year. Nationally, there was a general expectation of a 20% reduction in membership. Within the district, we actually saw a 0.3% increase in youth membership. We also saw an increase in Explorer members, an increase in registered Young Leaders and healthy waiting lists across the district.. This is testimony to the dedication of our volunteers.

The improvements we have made over the last few years in our web platforms paid real dividends during the pandemic. We have been ahead of the game since the first lockdown with our online systems and approaches enabling the District and groups to continue delivering Scouting despite lockdowns and restrictions and moving to a hybrid model of online and face-to-face as restrictions were lifted. Combining the creativity and innovation of our volunteers and our online systems resulting in over 600 online meetings taking place in groups and across the district over the course of the pandemic.

As we came out of COVID restrictions, nights away resumed, with groups taking a cautious, risk-based approach to run nights away between August and March. This resulted in the Explorer Summer Camp for 2021 being rescheduled for summer 2022, as advice was to stay local. We were also one of the first nationally to resume international trips when restrictions were lifted in January. A pilot group of Explorers spent a very successful 9 days in the Middle East, experiencing local history, culture and landscape, and representing the District and UK Scouting, meeting senior officials of the Omani Scout and Guidance Association.

The last couple of years have had an impact on plans to improve access to resources and experiences for our youth members. The District has continued to provide OS Maps and Easier Scouting resources to all groups. With the agreement of the GSL at 1st Leadgate, the District will be setting up an archery and air rifle range and has purchased the equipment to enable those to operate. The Leadgate Scout Leader and other District Leaders have gained Archery permits. The intention is that the ranges will be set up, tested and available from the Autumn Term 2022. The District Target Shooting Squad are meeting face-to-face again and are hoping to have access back to MoD ranges from May 2022. They hope to enter their first National Rifle Championship, as the 2020 competition was cancelled due to COVID. The District was also successful in applying for a grant from the Youth Investment Fund to fund a powerboat, safety equipment and a 9-seater minibus. These resources have been purchased and will be in use from May 2022.

Across the District groups have worked exceptionally hard in ensuring our volunteers have the support and encouragement necessary to complete their mandatory training. We have maintained our high standard for compliance with 95%-100% for safety and safeguarding training, 94% compliance for GDPR training and, following two district first aid courses, 89% compliance for first aid training. This should be celebrated, particularly as face-to-face first aid training has only recently restarted.

## 4.1 Public benefit statement

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

## 5 Financial Review

### 5.1 Reserves Policy

The Scout District's policy on reserves is to hold sufficient resources to continue the charitable activities of the District should income and fundraising activities fall short.

In addition sufficient funds should be available to replace equipment, support Scout Groups and promote Scouting within Derwentside District.

The Executive Committee considers that the District should hold a sum equivalent to 12 months running costs.

The Committee allocated the following amounts:

General reserve	£3000
Equipment fund	£2000
Gang Show	£3000
Groups financial assistance fund	£2290
BBC Children in Need – YIF (Restricted)	£2000

The District held sufficient funds throughout the year to meet these requirements.

### 5.2 Investment Policy

The District does not have sufficient funds to invest in longer term investments. The District has therefore adopted a risk averse strategy to the investment of its funds. All funds are held in cash using only mainstream banks or building societies.

## 6 Declaration

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

Signed on behalf of the charity's trustees:

*D Lovett*

Signature:                      Date:                      27/09/2022

- Full Name:      David Lovett
- Position:       District Chair

*D Ellis*

Signature:      Date:                      27/09/2022

- Full Name:      David Ellis
- Position:       District Secretary



# Trustees Annual Report 2021 - 2022

## 7 Accounts

For the year from	01 April 2021	To	31 March 2022
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### Receipts and payments

	2021/2022 Unrestricted funds £	2020/2021 Unrestricted funds £
<b>Receipts</b>		
<b>Donations, legacies and similar income</b>		
Membership subscriptions	2,366	2,249
Capitation fees received	10,145	16,086
Less: Capitation fees paid on (National/County)	15,369	15,326
Net membership subscriptions retained	- 2,858	3,009
Donations	888	260
Legacies	-	-
Gift Aid	-	-
Other similar income	-	-
<b>Sub total</b>	<b>- 1,970</b>	<b>3,269</b>
<b>Grants</b>		
BBC Children in need - YIF	48,820	-
Other grants	-	300
<b>Sub total</b>	<b>48,820</b>	<b>300</b>
<b>Fundraising (gross)</b>		
Other fundraising activities	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>
<b>Activities</b>		
District Activities	6,889	-
Explorer Activities	3,702	380
<b>Sub total</b>	<b>10,591</b>	<b>380</b>
<b>Sundry Receipts</b>		
Other	-	-
Uniforms & Badges	-	69
Training	130	-
Capitation rebate	158	179
<b>Investment income</b>		
Bank interest	12	42
<b>Sub total</b>	<b>300</b>	<b>290</b>
<b>Total Gross Income</b>	<b>57,741</b>	<b>4,239</b>
<b>Asset and investment sales, etc.</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>57,741</b>	<b>4,239</b>

# Trustees Annual Report

## 2021 - 2022



For the year from	01 April 2021	To	31 March 2022
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### Receipts and payments

	2021/2022 Unrestricted funds £	2020/2021 Unrestricted funds £
<b>Payments</b>		
<b>Charitable Payments</b>		
Youth programme and activities (District)	4,773	280
Youth programme and activities (Explorers)	1,858	295
Adult support and training	594	292
Rent	510	596
Insurance	201	302
Repairs and Renewals	-	-
Materials and equipment	5,977	2,654
Administration	42	43
Contribution to camp costs	-	-
Badges & Uniforms	28	69
AGM and trustee expenses	-	-
Bank fees	169	97
Sundries	100	395
Loan to Groups	2,710	-
<b>Sub total</b>	<b>16,962</b>	<b>5,023</b>
<b>Fundraising expenses</b>		
Donation	-	105
	-	-
	-	-
Other fundraising costs	-	-
<b>Sub total</b>	<b>-</b>	<b>105</b>
<b>Total Gross Expenditure</b>	<b>16,962</b>	<b>5,128</b>
<b>Asset and investment purchases, etc.</b>	<b>42,975</b>	<b>-</b>
<b>Total payments</b>	<b>59,937</b>	<b>5,128</b>
<b>Net of receipts/(payments)</b>	<b>- 2,196</b>	<b>- 889</b>
<b>Cash funds last year end</b>	<b>24,114</b>	<b>-</b>
<b>Cash funds this year end</b>	<b>21,918</b>	<b>- 889</b>

**Statement of assets and liabilities at the end of the year**

	31 March 2022	31 March 2021
	Unrestricted funds	Unrestricted funds
	£	£
<b>Cash funds</b>		
<b>District</b>		
Current Account	4,236	7,876
Savings Account	4,399	4,898
Savings Account	8,384	8,373
Cash/Floats	-	-
<b>Explorers</b>		
Bank account	4,873	2,928
Cash/Floats	26	39
<b>Total cash funds</b>	<b>21,918</b>	<b>24,114</b>
<b>Other monetary assets</b>		
Tax claim	-	-
Debts due from Group	8,590	-
Insurance claim	-	-
<b>Sub total</b>	<b>8,590</b>	<b>-</b>
<b>Non monetary assets for charity's own use</b>		
Land and buildings	-	-
Motor vehicles	20,375	-
Scouting equipment, furniture etc	10,823	6,262
Boat	22,600	-
<b>Sub total</b>	<b>53,798</b>	<b>6,262</b>
<b>Liabilities</b>		
Accounts not yet paid	440	-
Expenses incurred but not invoiced	3,384	-
Subscriptions not yet paid	-	-
Loan - detail	-	-
Other liabilities	-	-
<b>Sub total</b>	<b>3,824</b>	<b>-</b>

**Contingent liabilities and future obligations**

# Trustees Annual Report

## 2021 - 2022



The above receipts and payments account and statement of assets and liabilities were approved by the Trustees on 27 th September 2022 and signed on their behalf by:

Signature	Print Name
<i>D J Lovett</i>	D J Lovett Chair
<i>N McCormick</i>	N I McCormick Treasurer

### Notes to the Accounts

The District has a policy of reserves as stated in our annual report. The amount of each fund is as follows:

Name	Type	Balance
General Reserves	Designated	3,000
Equipment Fund	Designated	2,000
Gang Show Fund	Designated	3,000
Group Financial Assistance Fund	Designated	2,290
BBC Children in need - YIF	Restricted	2,000
		<u>12,290</u>

**Independent examiner's report to the trustees of  
Derwentside District Scout Council**

I report to the trustees on my examination of the accounts of the Derwentside District Scout Council for the year ended 31<sup>st</sup> March 2022.

**Responsibilities and basis of report**

As the charity trustees of the Derwentside District Scout Council you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the Derwentside District Scout Council accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Derwentside District Scout Council as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Signed:



Name:

RICHARD MAJOR

Relevant professional qualification or membership of professional bodies (if any):

Address:

6 ST BEDE'S COURT,  
LANCHESTER,  
DURHAM  
DH7 0RX

Date:

26<sup>th</sup> September 2022