

GUILDFORD WEST DISTRICT SCOUT COUNCIL

England & Wales · Charity number 1023710

Details

Status Registered

Legal form Other

Registered 1993-07-12

Register [View on the Charity Commission register](#)

Contact

Address 4 Moorlands Way
Whitehill
Bordon
Hampshire
GU35 9FA

Phone 000000000

Email info@guildfordwestscouts.org.uk

Website www.guildfordwestscouts.org.uk

Activities

Objects: UNIT OF THE SCOUT ASSOCIATION

Activities: Providing support for Beaver, Cub and Scout Groups in the Guildford West area.

Classification

- **How:** Acts As An Umbrella Or Resource Body
- **What:** Amateur Sport
- **Who:** Children/young People

Geography

- **Area of benefit:** IN PRACTICE GUILDFORD SURREY
- Surrey

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£8,100	£5,841	-	-
2024-03-31	£45,304	£39,091	-	-
2023-03-31	£33,219	£17,437	-	-
2022-03-31	£14,684	£6,476	-	-
2021-03-31	£4,537	£528	-	-

Trustees

Name	Role	Appointed
CAROL SHIRTLIFF		
Dr Quentin Vaughan		2020-07-01
Eleanor Whittaker		2024-07-19
IAN BARNETT		2015-08-08
Jack Harrison		2024-07-19
Jack Warner		2024-07-19
Jeremy Phoenix		2024-07-19
Nikita Hazleden		2024-07-19
Peter Hurst		2014-06-12
SIOBHAN DOWST		2025-07-16

GUILDFORD WEST DISTRICT SCOUT COUNCIL

England & Wales - Charity number 1023710

Accounts

Guildford West District Scout Council- Minutes of the Annual General Meeting- 19.07.24

Welcome:

Quentin Vaughan welcomed everybody to the meeting in particular The Mayor and County Representatives. There were 20 members of the district scout council in attendance plus the officers of the district.

Apologies for absence: Cath Anderson, Catherine Alsop, Askari, James Bradbeer.

Governance:

Quentin Vaughan explained the background that the governance guidance is being republished, it had been received very late and the district would operate the meeting within the spirit of this update information.

A. The minutes of the previous AGM were circulated, and these were approved. Colin Bridger proposed these.

B. To adopt the constitution as described by POR- Agreed- Proposed by Peter Hurst and seconded by Eleanor Whittaker.

C. To note the District Financial Year 01/04 to 31/03 Agreed proposed by Tony Shirtliff & seconded by Judy Harrison.

D. Approve appointed & community members of the District Scout Council. The Mayor of Guildford was proposed by Quentin Vaughan & seconded by Richard Kirwin.

E. Agreed the number of members to be appointed to the trustee board - 10 proposed by Quentin Vaughan & Carol Shirtliff.

F. Agree a quorum for future meetings of the District Scout Council- 6 Proposed by Jonathan Gasson & seconded by Jonathan Gasson.

Review of Previous Year

A & B; The District Commissioner's review of Scouting in Guildford West District. To review and consider the Annual Report of the District Trustee Board including the Annual Statement of Accounts.

Quentin Vaughan gave a report on the previous year's activities. Ian Barnett the District Treasurer updated the meeting with regards to the accounts. It was noted that there is a typo in the accounts Ian Barnett to correct prior to upload to the Charities Commission. There was a discussion around the trustee board's decision to step away from the management of the Scout Shop & Centre.

Both the reports were adopted.

Making Appointments:

A. Appoint District Chairman- Andrew Kemp- carried unanimous.

B. Appoint District Treasurer- Ian Barnett - 19/20 votes appointed

C. Appoint members of the District Trustee Board:

Jack Harrison & Quentin Vaughan- Ex officio members.

Peter Hurst, Jex Phoenix, Carol Shirtliff, Eleanor Whittaker, Nikita Hazleden & Jack Warner appointed for a period of one year carried unanimous.

D. Appoint District President- The Mayor of Guildford-approved.

E. To appoint a scrutineer- deferred to the Trustee Board.

I: Nominate representatives of the District Scout Council to represent the District on the County Scout Council- Jonathan Gasson.

The Mayor of Guildford Sally Barker gave a short presentation to the meeting.

The County representative Marcus Martin-Burns gave a short presentation on behalf of the County Commissioner.

Quentin Vaughan presented awards including Tony Shirtliff- Silver Acorn and thanked board members who were stepping down.

There was no any other business and the meeting closed at 9.00pm.

Guildford West Dis Receipts and Payments

Year start date

For the year from	1st April 2023
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Receipts and payments

2022/23
Unrestricted funds
£

Receipts

Donations, legacies and similar income	
Membership subscriptions	21,245
Less: Membership subscriptions paid on (National/County/Area/District)	
Net membership subscriptions retained	21,245
Donations	14
Legacies	
Gift Aid	
Guildford Scout and guide shop	
Sub total	21,259
Grants	
Maintenence grant	-
Other grants	
Sub total	-
Fundraising (gross)	
Chief Scout Award / St. Georges Day / Jamboree / County AGM	2,660
Scouts / Network / Training/Explorers	8,984
Beavers / Cubs	36
Correction from Accounts 2022 £20 Explorer Reciept	20
Jacobs Well	
Stoughton Scout Group	
Wood Street	
Sub total	11,701
Investment income	
Bank interest	259
Building Society interest	-
The Scout Association Short Term Investment Service	
Property Rent income	-
Other investment income	-
Sub total	259
Total Gross Income	33,219
Asset and investment sales, etc.	-

Total receipts

33,219

Guildford West Dis Receipts and Payments

For the year from

1st April 2023

Receipts and payments

2022/23
Unrestricted funds
£

Payments

Charitable Payments	-
Youth programme and activities	
Adult support and training	350
Rent	
Water and Sewerage	
Electricity and Gas	
Bank Charges	72
Repairs and Renewals	
Materials and equipment	
General Expenses	
Contribution to camp costs	
Uniforms	
AGM and trustee expenses	154
Jacobs Well Beavers	
Stoughton Scout Group	
Wood Street Beavers	
Loki	
Sub total	576

Fundraising expenses	
Beavers/Cubs	570
Scout/Explorer Network/Jamboree	15,657
District Camp/donations etc	200
St Georges Day	434
Sub total	16,861

Total Gross Expenditure

17,437

Asset and investment purchases, etc.

-

Total payments

17,437

Net of receipts/(payments)

15,782

Cash funds last year end

41,802

Cash funds this year end

57,584

Statement of assets and liabilities at the end of the year

2022/23

Unrestricted funds

£

Cash funds	
Bank current account	21,709
Bank deposit account	35,876
Building society account	-
The Scout Association Short Term Investment Service	-
Cash/Floats	-
Total cash funds	57,584
Other monetary assets	
Tax claim	-
Debts due from the County/Area/District/Group	-
Insurance claim	-
Sub total	-
Investment assets	
Investment property - detail	-
Quoted investments	-
Other investments - detail	-
Sub total	-
Non monetary assets for charity's own use	
Badge stock	-
Shop stock	-
Other stock	-
Scouting equipment, furniture etc	-
Other	-
Sub total	-
Liabilities	
Accounts not yet paid	-
Expenses incurred but not invoiced	-
Subscriptions not yet paid	-
Loan - detail	-
Other liabilities- Funds Held for Loki	
Sub total	-

Contingent liabilities and future obligations

The Guildford East and Guildford West District Scout Councils are jointly responsible for any losses of the Guildford Scout

The above receipts and payments account and statement of assets and liabilities were

Signature

Andrew Kemp

Print Name

Ian Barnett

istrict
Account

Year end date

To	31st March 2024
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2023/24
Unrestricted funds
£

	20619.50
	19556.25
	1,063.25
	22.73
	5,000
	6085.98
	-
	-
	-
	28304.95
	9,969
	38273.95
	944.81
	-
	-
	-
	944.81
	45,304.74
	-

45304.74

istrict
Account

To 31st March 2024



2023/24
Unrestricted funds
£

-
125
66

-
191

4901.90
33142.51
856
38091.41

39,091.41

-

39091.41

22642.52

	Mr Ian Barnett	Treasurer
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Independent examiner's report to the trustees of Guildford West District

I report to the trustees on my examination of the accounts of the Guildford West District for the year ended 31/03/2024.

Responsibilities and basis of report

As the charity trustees of the Guildford West, 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 Guildford West 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 Guildford West as required by section 130 of the Act; or
2. the accounts do not accord with those records.

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: Micheal Hammond

Name: Micheal Hammond

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

Address: 24 Belmont Avenue, Guildford, GU2 9UF

Date: 10.07.24

GUILDFORD WEST DISTRICT SCOUT COUNCIL

England & Wales - Charity number 1023710

Accounts

Minutes of Guildford West Scout Council AGM held 21.09.23.

1. Introduction and Welcome:

Andrew Kemp welcomed everybody to the meeting and thanked 1st Normandy for hosting the meeting. He also welcomed our president The Mayor Guildford Councillor Masuk Miah, along with Joe Rogerson County Commissioner and his Deputy Julia Kielstra.

2. Apologies for Absence:

Tony, Carol and Alexis Shirliff, Cath Anderson.

3. To Approve Minutes of the Meeting held 14.07.22.

One correction noted Julia Kielstra was missed from the attendance list. Proposed by Josh Goodwin, seconded by Jonathan Gasson.

4. Governance Topics:

A: Adopt model constitution from Policy Rules and Organisation to change to a Trustee Board: Proposed by Neil Wibberley and seconded by Colin Bridger.

B: Note the District's Financial Year- 1st April to 31st March

C: Agree numbers of members that maybe elected to the trustee board- 5 members is the board proposal. Proposed Richard Kirwin and seconded by Calum Owen.

D: Agree the quorum for each District Scout Council(including the AGM), Trustee Board and any sub committee meetings. Proposal by the board 6. Proposed by Josh Goodwin and seconded by Colin Bridger.

All governance topics were agreed.

5. Review of the Previous Year

A: The District Commissioner's Review of Scouting in Guildford West. Quentin's report was circulated, he drew attention to the fact that there is a lot of demand for scouting in the area, but that Adult recruitment was an issue for us. Two new troops had been started during the year. He thanked everybody for the work that they did and drew attention to the long service of Peter Hurst and Neil Wibberley who have exceeded the 10 year service length in Assistant District Commissioner roles.

B: To receive and consider the Annual Report of the District Trustee Board including the Annual Statement of Accounts. Ian Barnett drew attention to the accounts, there is minor error on line 3 on page 3 in relation to the 21/22 accounts and that the scrutineer's certificate is a temporary certificate caused by a computer error, the accounts have been scrutineered correctly and approved by the board. The district is in a healthy position financially and the accounts reflected the increased activity in the sections in particular the Scout Section. The board does have concerns about the trading position of the jointly owned Scout Shop as it continues to trade at a loss, this matter will be raised with our

partners in Guildford East. There were no questions to the treasurer and the accounts were adopted.

6. Making appointments:

A: To reappoint the President- it was approved that the Mayor of Guildford would continue to be the District President.

B: To note any other supporters who may be admitted to membership of the District Scout Council, by the District Commissioner, The District Trustee Board or the District Scout Council. - None proposed.

C: To approve the District Commissioner's nomination of the District Chair. Andrew Kemp, position approved.

D: Election of District Secretary/notetaker- Position vacant.

E: Election of District Treasurer: Ian Barnett- Position Approved.

F: Election of members to the District Trustee Board: Neil Wibberley, Alexis Shirliff and Tony Shirliff. Positions approved.

G: To approve the District Commissioner's nominations to the District Trustee board: Carol Shirliff and Cath Anderson, Peter Hurst to continue as an Ex Officio member. Positions approved.

H: To appoint the scrutineer- Decision deferred to the trustee board.

I: To nominate representatives of the District Scout Council to represent the District on the County Scout Council- Jonathan Gasson- position approved.

7. Any other business:

A: The Mayor made some short remarks and thanked everybody for their work.

B: The County Commissioner thanked everybody for their hard work and support.

The meeting closed at 20.35.

Guildford West District Receipts and Payments Account

Year start date

Year end date

For the year from	1st April 2022	To	31st March 2023
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Receipts and payments

	2021/22	2022/23
	Unrestricted funds	Unrestricted funds
	£	£
Receipts		
Donations, legacies and similar income		
Membership subscriptions	22,276	21,245
Less: Membership subscriptions paid on (National/County/Area/District)	-	-
Net membership subscriptions retained	3,507	21,245
Donations	56	14
Insurance Refund	126	
Gift Aid		
Guildford Scout and guide shop	5,000	
Sub total	8,689	21,259
Grants		
Maintenence grant	-	-
Other grants		
Sub total	-	-
Fundraising (gross)		
Chief Scout Award / St. Georges Day / Jamboree / County AGM		2,660
Scouts / Network / Training	3,589	8,984
Beavers / Cubs	2,400	36
Correction from 2022 accounts. £20 Explorer receipt		20
Jacobs Well		
Stoughton Scout Group		
Wood Street		
Sub total	5,989	11,701
Investment income		
Bank interest	6	259
Building Society interest	-	-
The Scout Association Short Term Investment Service		
Property Rent income	-	-
Other investment income	-	-
Sub total	6	259
Total Gross Income	14,684	33,219
Asset and investment sales, etc.	-	-
Total receipts	14,684	33,219

Guildford West District Receipts and Payments Account

For the year from	1st April 2022	To	31st March 2023
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Receipts and payments

	2021/22	2022/23
	Unrestricted funds	Unrestricted funds
	£	£
Payments		
Charitable Payments	-	-
Youth programme and activities		
Adult support and training	609	350
Rent		
Water and Sewerage		
Electricity and Gas		
Bank Charges	96	72
Repairs and Renewals		
Materials and equipment		
General Expenses		
Contribution to camp costs		
Uniforms		
AGM and trustee expenses	158	154
Jacobs Well Beavers		
Stoughton Scout Group		
Wood Street Beavers		
Loki		
Sub total	863	576
Fundraising expenses		
Beavers/Cubs	1,780	570
Scout/Explorer Network/Jamboree	3,619	15,657
District Camp/donations etc	214	200
St Georges Day		434
Sub total	5,613	16,861
Total Gross Expenditure	6,476	17,437
Asset and investment purchases, etc.	-	-
Total payments	6,476	17,437
Net of receipts/(payments)	8,208	15,782
Cash funds last year end	33,594	41,802
Cash funds this year end	41,802	57,584

Statement of assets and liabilities at the end of the year

	2021/22 Unrestricted funds	2022/23 Unrestricted funds
	£	£
Cash funds		
Bank current account	634	21,709
Bank deposit account	41,169	35,876
Building society account	-	-
The Scout Association Short Term Investment Service	-	-
Cash/Floats	-	-
Total cash funds	41,802	57,585
Other monetary assets		
Tax claim	-	-
Debts due from the County/Area/District/Group	-	-
Insurance claim	-	-
Sub total	-	-
Investment assets		
Investment property - detail	-	-
Quoted investments	-	-
Other investments - detail	-	-
Sub total	-	-
Non monetary assets for charity's own use		
Badge stock	-	-
Shop stock	-	-
Other stock	-	-
Scouting equipment, furniture etc	-	-
Other	-	-
Sub total	-	-
Liabilities		
Accounts not yet paid	-	-
Expenses incurred but not invoiced	-	-
Subscriptions not yet paid	-	-
Loan - detail	-	-
Other liabilities- Funds Held for Loki	-	-
Sub total	-	-

Contingent liabilities and future obligations

The Guildford East and Guildford West District Scout Councils are jointly responsible for any losses of the Guildford Scout and Guide shop. However, as at 31st March 2022, each districts share of the net assets was £28727

The above receipts and payments account and statement of assets and liabilities were approved by the Trustees on 2023 and signed on their behalf by

Signature
Andrew Kemp
Ian Barnett

Print Name	
Mr Andrew Kemp	Chair
Mr Ian Barnett	Treasurer

Profit Loss

GUILDFORD WEST DISTRICT SCOUT COUNCIL

Registered Charity no: 1023710

RECEIPTS AND PAYMENTS FOR THE YEAR ENDED 31 MARCH 2023

2022	RECEIPTS	2023	2022	PAYMENTS	2023
22,276	Membership fees	0.00	18,769	Membership fees	0.00
0	Scout Shop	0.00	0	Scout Shop	0.00
0	Training/conferences	0.00	609	Training/conferences	0.00
0	Acitivities-Beavers	0.00	0	Acitivities-Beavers	0.00
2,400	Acitivities-Cubs	0.00	1,780	Acitivities-Cubs	0.00
3,589	Acitivities-Scouts	0.00	0	Acitivities-Scouts	0.00
	Explorers	0.00			
0	Jamboree	0.00	3,619	Jamboree	0.00
0	District camp	0.00	214	District camp	0.00
0	Postage, stationery, telephone, AGM	0.00	0	Postage, stationery, telephone, AGM	0.00
56	Donations & Fund Raising	0.00	0	Donations / Fund Raising	0.00
0	St Georges day	0.00	0	St Georges Day costs	0.00
0	Scoutabout	0.00	0	Scoutabout	0.00
5,000	scout & Guide shop		0	District Night Hike	0.00
0	Loki	0.00	0	Loki	0.00
0	Jacobs Well	0.00	158	Jacobs Well	0.00
6	Interest	0.00	96	Bank charges	0.00
126	Insurance refund		0	County activity	0.00
			0		0.00
<u>33,453</u>		<u>0.00</u>	<u>25,245</u>		<u>0.00</u>
	0 Excess of payments over receipts	0.00	8,208	Excess of receipts over payments	0.00
<u>33,453</u>		<u>0.00</u>	<u>33,453</u>		<u>0.00</u>

Balance Sheet

GUILDFORD WEST DISTRICT SCOUT COUNCIL

Registered Charity no: 1023710

BALANCE SHEET AS AT 31 MARCH 2023

2022 GENERAL FUNDS	2023	2022 ASSETS	2023
General accounts		Cash & bank balances	
33,594 Balance brought forward	41,802.85	Petty cash & floats	
8,208 Excess of receipts over payments	0.00	634 CAF cheque account	21,708.79
0 Excess of payments over receipts	0.00	41,168 CAF deposit account	35,876.02
		0 Unpresented cheque	0.00
<u>41,802</u>	<u>41,802.85</u>	<u>41,802</u>	<u>57,584.81</u>

Contingent Liability

The Guildford East and Guildford West District Scout Councils are jointly responsible for any losses of the Guildford Scout Centre and The Scout and Guide Shop. However, as at 31 March 2023 each Districts' share of the net assets amounted to £

Reconciliation

RECONCILIATION PER BANK BALANCES



Independent examiner's report to the trustees of Guildford West District Scout Council.

I report to the trustees on my examination of the accounts of the Guildford West District Scout Council for the year ended 31 March 2023.

Responsibilities and basis of report

As the charity trustees of the Guildford West 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 Guildford West 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 Guildford West District Scout Council as required by section 130 of the Act; or
2. the accounts do not accord with those records.

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: Micheal Hammond

Name: Micheal Hammond

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

Address: 24 Belmont Avenue, Guildford, GU2 9UF

Date: 04.09.23