

# Trustees' Annual Report

For the period

From (start date)

0 1 0 4 2 3

to end date

3 1 0 3 2 4

## Section A

## Reference and administration details

Charity name

BRIGHOUSE DISTRICT SCOUT COUNCIL

Other names the charity is known by

Brighouse District Scouts

Registered charity number (if any)

1026831

HQ registration number

2677

Charity's principal address

35 Close Lea

Rastrick,

Brighouse

Postcode

HD6 3AR

Names of the charity trustees who manage the charity

(These will be published in the annual report of the charity and the Charity Register if reporting for a Registered Charity with a charity regulator)

	Trustee Name	Office (if any)	Dates acted if not for whole year
1	David Burge	Chair	
2	Andrew Robinson	District Commissioner	
3	Margaret Knapton	Treasurer	
4	Christopher Jay	Secretary	
5	Adam Watson	Youth Commissioner	
6	Mark Jay	Network Commissioner	
7	Brian Reeves		
8	Debbie Pullen		
9	Indra Parkinson		
10	Bradley Midgley		
11	Nick Watson		
12	Heather Wood		
13	Julie Bramley		
14	Fearne Robinson	Assistant Youth Commissioner	
15			

Names and addresses of advisers (optional information but encouraged as best practice)

(These will be published in the annual report of the charity)

Type of advisor	Name	Address

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 of The Scout Association.

The District is a trust established under its rules which are common to all Scouts.

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

The District is managed by the District Trustee Board, the members of which are the 'Charity Trustees' of the Scout Group 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 District consists of 3 independent representatives, Chair, Treasurer and Secretary together with the elected Trustees from the District Scout Council.

Members of the Trustee Board complete all Mandatory training modules and the Trustee module within the first 5 months of joining the committee.

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

- The maintenance of District property;
- The raising of funds and the administration of District finance;
- The insurance of persons, property and equipment;
- District public occasions;
- Assisting in the recruitment of leaders and other adult support;
- Appointing any sub committees that may be required;
- Appointing District Administrators and Advisors other than those who are elected.

Section B	Structure, governance and management (continued)
	<p>The District Trustee Board has identified the major risks to which they believe the District 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:</p> <p>Damage to the building, property and equipment. The District has sufficient buildings and contents insurance in place to mitigate against permanent loss.</p> <p>Injury to leaders, helpers, supporters and members. The District through the Membership fees contributes to the Scout Associations national accident insurance policy. Risk Assessments are undertaken before all activities.</p> <p>The District is primarily reliant upon income from subscriptions and rental of property at Bradley Wood. The Board could raise the value of subscriptions to increase the income to the District on an ongoing basis, either temporarily or permanently.</p> <p>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 comprehensive insurance policies to ensure that insurable risks are covered.</p>

Section C	Objectives and activities
	<p><b>The Purpose of Scouting</b> Scouting exists to actively engage and support young people in their personal development, empowering them to make a positive contribution to society.</p> <p><b>The Values of Scouting</b> As Scouts we are guided by these values:  <b>Integrity</b> - We act with integrity; we are honest, trustworthy and loyal.  <b>Respect</b> - We have self-respect and respect for others.  <b>Care</b> - We support others and take care of the world in which we live.  <b>Belief</b> - We explore our faiths, beliefs and attitudes.  <b>Co-operation</b> - We make a positive difference; we co-operate with others and make friends.</p> <p><b>The Scout Method</b> 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.</p>

Additional details of the objectives and activities (optional information but encouraged as best practice)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- contribution made by volunteers;
- policy on investments.

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.

**Section D****Achievements and performance**

Summary of the main achievements of the charity during the year

The District is in a good place financially with a final balance of £61,370.44. This is made up of £8,227.97 in the current account, £16,693.07 in the Instant Saver Account, £36,204.96 in the 32day account and £244.44 on the Expenses Cards.

Sub-accounts within the above are Beavers £412.03, Scouts £236.20, Explorers £1,982.50 and DofE £3,436.41. The Beaver and Scouts sub-accounts will be renamed in future to Beaver District Events and Scouts District Events and used accordingly.

Other sub-accounts include International Fund £1,702.50 and Bradley Lodge £5,109.47, leaving a working balance of £48,491.33.

The Badge account stands at £902.00, held independently to the District accounts but included within the summary.

Explorers also hold a Savings account with a balance of £4,957.57 leaving their funds standing at £6,940.07.

DofE is self-funding with budgets being set prior to the year ahead and participants' costs calculated accordingly.

Annual Subscriptions received were £25,680, an increase again from the previous year. We paid £17,511 to County/HQ and passed £726 into the International Fund.

The build of the dining shelter at Bradley Lodge is ongoing and income has dropped this year owing to miscalculations on invoices received from WYCSC which we have had to repay. We have received £6,317 from bookings and £500 donation from Local Giving with spend of £5,767.62.

**Section E****Financial Review****Reserves Policy**

The District's policy on reserves is to hold sufficient resources to continue the charitable activities of the District should income fall short.  
Approx £17K

### Investment Policy

The District's Income and Expenditure is very small and as a consequence does not have sufficient funds to invest in stocks and shares.

District 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.

### Section F

### Other Optional Information

Plans for future periods (details of any significant activities planned to achieve them)

Annual Subscriptions to County/HQ will be £16,693.50 and District will receive £21,352.50 with £718 being allocated to the International Fund.

Plans for Bradley Lodge in the financial year are completing an external dining shelter.

### Section G

### Declaration

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

Signed on behalf of the charity's trustees

Signature(s)

Full name(s)

Christopher Jay

Position (eg Secretary, Chair)

Secretary

Date

6/27/2024



CHARITY COMMISSION  
FOR ENGLAND AND WALES

## Independent examiner's report on the accounts

### Section A

### Independent Examiner's Report

Report to the trustees/  
members of

Charity Name

Brighouse District Scout Council

On accounts for the year  
ended

31 March 2024

Charity no  
(if any)

1026831

Set out on pages

Attached 3 pages

1 to 4 (remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31 March 2024.

Responsibilities and  
basis of report

As the charity's trustees, 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 Trust's 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 which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did 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:

J.B. Smith

Date:

28-05-2024

Name:

John Barry Smith FCA

Relevant professional  
qualification(s) or body  
(if any):

Institute of Chartered Accountants

Address:

First Floor

1 Edmund Street, Bradford

West Yorkshire BD5 0BH



# Brighouse District Scouts

## Receipts and Payments Account

Year start date

Year end date

<b>For the year from</b>	<b>01/04/2023</b>	<b>To</b>	<b>31/03/2024</b>
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### Receipts and payments

		<b>2023/24</b>	<b>2022/23</b>
		Unrestricted funds	Unrestricted funds
		£	£
<b>Receipts</b>		<b>This Year</b>	<b>Last Year</b>
<b>Donations, legacies and similar income</b>			
Membership subscriptions from Groups		21,516	20,266
Monthly subscriptions from Explorers	Explorers	4,164	3,488
Donations (District)		2,027	157
Donations (DofE)	DofE	925	
Donations (Explorers)	Explorers	424	
Petty Cash			24
Badge Stock Sales (Badges)	Badge	2,151	2,625
<b>Sub total</b>		31,207	26,561
<b>Grants</b>			
HMRC Gift Aid	Explorers	763	1,868
<b>Sub total</b>		763	1,868
<b>Fundraising (gross)</b>			
Fundraising (Explorers)	Explorers		290
Other fundraising activities			219
<b>Sub total</b>		-	509
<b>Investment income</b>			
Bank interest		983	180
Property rent income (Bradley Lodge)		6,317	10,440
<b>Sub total</b>		7,300	10,620
<b>Youth Programme &amp; Activity Income</b>			
World Jamboree		1,052	11,617
Activities & Events (District)		115	1,939
Activities & Events (DofE)	DofE	3,603	938
Activities & Events (Explorers)	Explorers	1,625	792
Miscellaneous Income (District)		758	
Miscellaneous Income (Explorers)	Explorers	546	10
<b>Sub total</b>		7,699	15,296
		46,968	54,853
<b>Asset and investment sales, etc.</b>			
<b>Total receipts</b>		46,968	54,853



# Brighouse District Scouts

## Receipts and Payments Account

Year start date

Year end date

For the year from	01/04/2023	To	31/03/2024
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### Receipts and payments

		2023/24 Unrestricted funds £ This Year	2022/23 Unrestricted funds £ Last Year
<b>Payments</b>			
<b>Donations, legacies and similar expenses</b>			
Membership subscriptions to WYCSC		15,791	14,360
Membership subscriptions to District (Explorers)	Explorers	1,720	1,567
Donations			1,817
Honorariums		600	250
		18,111	17,994
<b>Youth programme and activities</b>			
Activities & Events (District)		2,225	2,010
Activities & Events (DofE)	DofE	986	1,204
Activities & Events (Explorers)	Explorers	2,419	1,429
World Jamboree		2,750	12,750
<b>Sub total</b>		8,379	17,394
<b>Overheads</b>			
Accounting, Legal and Professional			252
Adult Support and Training (District)			91
Adult Support and Training (Explorers)	Explorers		60
Advertising			220
Badge & Uniform Purchases (District)			83
Badge & Uniform Purchases (Explorers)	Explorers	975	
Badge Stock Purchases (Badges)	Badge	2,078	2,765
Bradley Lodge Cleaning, Repairs & Renewals		1,458	5,447
Bradley Lodge Equipment		139	
Bradley Lodge Insurance		1,170	933
Bradley Lodge New Build		2,264	
Bradley Lodge Professional Fees		612	
Bradley Lodge Refunds		125	
Computer Domain & Consumables		371	229
Hall Hire (Explorers)	Explorers	1,420	1,318
Loan to DofE	DofE	627	
Loan to Explorers	Explorers	627	
Materials and Equipment (DofE)	DofE	520	
Materials and Equipment (Explorers)	Explorers	766	806
Miscellaneous (District)		392	191
Miscellaneous (Explorers)	Explorers	492	108
Online Scout Manager		573	562
PAT tester			71
Petty Cash returned to c/a			26
Regulatory and Entertainment licences		299	294
		14,909	13,455



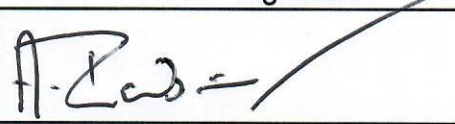
<b>Total Gross Expenditure</b>	41,399	48,843
<b>Net of receipts/(payments)</b>	5,569	6,010
<b>Cash funds last year end</b>	61,661	55,650
<b>Cash funds this year end</b>	67,230	61,661


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

		<b>31/03/2024</b>	<b>31/03/2023</b>
		<b>Unrestricted funds</b>	<b>Unrestricted funds</b>
		<b>£</b>	<b>£</b>
<b>Cash funds</b>			
Lloyds Bank Treasurers Account		8,228	5,773
Lloyds Bank Online Saver		16,693	32,284
Lloyds Bank Online Saver	Explorers	4,958	7,114
Lloyds Bank 32 Day Notice		36,205	15,452
Expense Cards		244	208
District Badge Secretary Account	Badge	902	828
<b>Total cash funds</b>		<b>67,230</b>	<b>61,661</b>
<b>Non monetary assets for charity's own use</b>			
Badge stock	Badge	440	395
<b>Sub total</b>		<b>440</b>	<b>395</b>
<b>Liabilities</b>			
Accounts not yet paid		442	
Expenses incurred but not invoiced			
Other liabilities		-00	-00
<b>Sub total</b>		<b>442</b>	<b>-00</b>
<b>Contingent liabilities and future obligations</b>			
<b>Sub total</b>		<b>-00</b>	<b>-00</b>
<b>Total Assets</b>		<b>67,670</b>	<b>62,056</b>
<b>Total Liabilities</b>		<b>442</b>	<b>-00</b>
<b>Solvency</b>		<b>67,228</b>	<b>62,056</b>

The above receipts and payments account and statement of assets and liabilities were approved by the Trustees on 23 June 2024 and signed on their behalf by

Signature





Print Name

Andrew Paul Robinson  
(District Lead Volunteer)

Margaret Knapton  
(Treasurer)





CHARITY COMMISSION  
FOR ENGLAND AND WALES

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# Brighouse District Scouts

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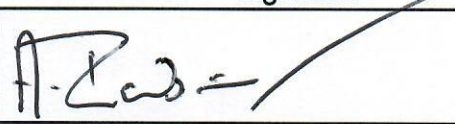
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Signature





Print Name

Andrew Paul Robinson  
(District Lead Volunteer)

Margaret Knapton  
(Treasurer)