



Newark District Scout Council

Annual Report And Accounts year ended 31st March 2023

Registered Charity: 1031735
Scout Association Registration Number: 14703
www.newarkscouts.org.uk



Trustees of Newark District Scout Council

The following trustees were in place during the year or when these accounts were signed.

Ex Officio Trustees

- Tony Roberts (Chairman)
- Richard Dearlove (District Commissioner)
- Ruth Rabon (Secretary appointed 01/12/2022)
- Geoff Bow (Treasurer)
- Steven Hartley (District Explorer Scout Commissioner)
- Ben Blyth (District Scout Network Commissioner)

Elected Trustees

- Chris Cobb
- Charlotte Dray (appointed 21/06/2022)
- Victoria Nicholson (appointed 21/06/2022)
- Joshua Thorn (appointed 21/06/2022)
- Kerry Watson (appointed 21/06/2022)

Nominated Trustees

- Cathy Bow
- Thomas Cragg (appointed 21/06/2022)
- Jack Kellas
- Sharon Lathlane
- Natalie Muller

Bankers

- CAF Bank Limited

Charity Address

- Walnut Cottage
- Inholms Road
- Flintham
- Newark
- Notts
- NG23 5LF

Constitution & Governance

The constitution of the District Scout Council is as laid down in the Policy, Organisation and Rules (POR) of the Scout Association a copy of which can be found at <http://www.scouts.org.uk/por>.

Chairman of the Trustees' Report

Having now been in post, officially for just about a year, I feel slightly better informed than twelve short months ago. I do recognise that I still have much to learn and much to do, especially getting more visits to individual groups in the district.

I have attended meeting of the Trustees as required and am always impressed by the amount of activity both at District and Group level. The amount of time, effort and dedication of Leaders and volunteers is breath-taking. The Queen's Award for Voluntary Service awarded to the County organisation was so well deserved.

Change continues apace and can only improve the Scouting experience for all members, but it must be supported by all. I do recognise that there has been some resistance to change in certain areas. I do urge all Leaders to embrace change as without it we cannot progress and as we are part of one large national movement, we all need to be going in the same direction and at the same pace.

Although we are not short of young people keen to join Scouting, there is a significant stumbling block in certain areas due to a dearth of volunteers. I know that efforts have been made to recruit at District, County and National levels, but with only limited success. If someone could come up with a magic solution to the problem that would be wonderful. I can reassure you that this is a problem that is not restricted to Scouting, other organisations with which I am involved are in just the same position. Part of the problem could be a fear of the unknown, a fear to commit. Perhaps we need to produce some 'job descriptions' together with time commitments? Let folks have a clearer idea of what our current leaders and volunteers do. If you have any thoughts about how we can improve our image and sell the joys of volunteering, please let me or the DC know.

I am aware that a number of Leaders and volunteers are stepping down over the next few months, many of whom have served Scouting for decades. I would like to take this opportunity to thank them for all they have done in creating chances for so many young people over many years. Please don't be strangers, your experience and knowledge should not be lost altogether, so stay in touch and be prepared to offer advice to those who are taking over.

My sincere thanks to everyone who have helped and supported our young people over the past twelve months. Let us all move forward, keeping in mind that the Scouting movement plays a vital role in preparing our members for their future roles in society.

Tony Roberts MBE

Treasurer's Report

The accounts have been drawn up on a receipts and payments basis

Financial Overview

The Receipts and Payments Account shows a deficit of £2,667 in the year due mainly to the utilisation of Equipment grants and the timing of receipts and payments. Broadly, the District had a balanced budget.

District fees have been increased this year from £2 to £6 per member to enable the District to provide greater support for Groups, put on District events and entitle Groups to the Gold+ OSM subscription for each of their sections.

The increase in receipts and payments for Youth Programme Activities has been due to:

- Increasing level of activity of the Raptors Explorer Scout Unit ("ESU")
- The migration of responsibility of 1st Balderton Explorers from Group to District (now named as Vikings ESU)
- The organisation of District Events for Scouts and Cubs

Prepaid cards

The District had been operating with Equals Money prepaid credit cards. OSM have now introduced a similar card which fully integrates with OSM accountancy tools. After successfully trialling these the District has purchased a number of cards and are now the preferred choice.

Online Scout Manager (OSM) – Online Payments

The District has been using GoCardless and its dashboard to manage direct debit payments from members for many years as we recognised the benefits over the more common method of standing orders. However, we are now using the OSM online payments system and its integration with GoCardless as it gives greater financial control and usability. There is an additional transaction fee but the improved functionality for both leaders and parents more than compensates for this.

Online Scout Manager – Accountancy Tools

These accounts were put together using the OSM Accountancy Tools module which is a simple but very powerful double entry bookkeeping system. Because it integrates with the Online Payments system and has a simple interface with prepaid cards, the time and effort to produce both regular reporting and completion of the annual accounts is significantly reduced.

The benefits are so great that we have encouraged all Scout Groups across the District to adopt this system over the coming years. To achieve full the benefits, it is essential for Groups to use OSM for all their sections and the District will provide help in utilising OSM Gold+ subscriptions.



Reserves Policy

The Scout Council's policy on reserves is to hold sufficient resources to continue the charitable activities of the Newark District should income and fundraising activities fall short. The trustees note that in addition to maintaining a scouting programme, we must ensure that buildings remain safe and adhere to health & safety guidance, as such we recognise that one-off capital investments may be required.

The reserves comprise of £6,958 restricted, £6,285 designated and £71,362 was general unrestricted at the year end. Of the unrestricted reserves, £20,000 is required as a contingency to meet operational costs for the next twelve months and provide working capital to secure continuity of the Scout Council's activities.

During the year the Trustees continually reassess the utilisation of the Charity's remaining cash reserves for the benefit of Scouting within the District.

As on 31st March 2023, the total reserves amounted to £84,605 (£87,272 on 31st March 2022).

Geoff Bow

NEWARK DISTRICT SCOUT COUNCIL
RECEIPTS AND PAYMENTS ACCOUNT
For the year 1st April 2022 to 31st March 2023

		Apr 22 to Mar 23			Apr 21 to Mar 22
		Unrestricted	Restricted	Total	Total
		£	£	£	£
Receipts					
1	Membership Fees	35,948	-	35,948	18,357
	Fees paid to County	(29,761)	-	(29,761)	(15,229)
	Net Membership Fees	6,187	-	6,187	3,128
2	Youth Programme Activities	37,007	-	37,007	11,913
3	Grants	1,500	1,500	3,000	-
	Donations	-	-	-	1,120
4	Gift Aid	330	-	330	-
5	Fund Raising	313	-	313	-
6	Minibus Hire	50	-	50	-
7	Badge & Necker Sales	495	-	495	505
	Bank Interest	531	-	531	15
	Total Receipts	46,413	1,500	47,913	16,681
Payments					
2	Youth Programme Activities	37,032	6,285	43,317	14,157
3	Grants	300	-	300	1,600
3	Donations	(174)	-	(174)	-
7	Badge & Necker Purchases	554	-	554	311
8	Support Services	2,493	1,500	3,993	2,085
9	Repairs & Maintenance	262	-	262	-
	Training & Development	-	-	-	40
	Miscellaneous	-	-	-	308
10	GoCardless and Prepaid Cards	1,083	-	-	248
	Bank Fees	72	-	1,155	96
	Sub Total	41,622	7,785	49,407	18,845
	Asset Purchases	232	941	1,173	6,223
	Total Payments	41,854	8,726	50,580	25,068
Surplus/(Deficit)		4,559	(7,226)	(2,667)	(8,387)
	Cash Funds b/f	73,088	14,184	87,272	95,659
12	Cash Funds at y/e	77,647	6,958	84,605	87,272

NEWARK DISTRICT SCOUT COUNCIL STATEMENT OF ASSETS AND LIABILITIES

As on 31st March 2023

		31/03/2023	31/03/2022
		£	£
12	Cash Funds		
	Petty Cash	-	9
	Current Account	3,965	9,625
	Prepaid Card Funds	1,606	1,127
	Investment Account	79,034	76,511
		<u>84,605</u>	<u>87,272</u>
	Other Monetary Assets		
	Trade Debtors	66	11
4	Gift Aid	2,684	-
1	Group Membership Fees	1,443	6,918
		<u>4,193</u>	<u>6,929</u>
	Stock		
7	District and County Badges	502	729
7	District Neckers	-	105
7	Other Badges for resale	-	348
		<u>502</u>	<u>1,182</u>
	Assets for Own Use		
6	Minibus (valuation for insurance purposes)	62,000	-
	Activity Equipment	10,541	9,368
	Office Equipment	208	208
		<u>72,749</u>	<u>9,576</u>
	Liabilities		
	County Membership Fees	-	(6,644)
	1 st Balderton Cub Scouts	-	(300)
		<u>-</u>	<u>(6,944)</u>

These financial statements were approved by the Trustees on the 24th May 2023 and signed on behalf of the Trustees by:

Tony Roberts
Chairman of Trustees

Geoff Bow
Treasurer

Notes to the Accounts

1. Membership Fees

Membership fees paid on to the County are deducted from membership fees collected and these are shown as net in the Receipts section. This is because these fees are in effect held by the district as an agent before being passed on.

As receipts and payments may span the year-end these are not necessarily matched in the same accounting year. The table below shows the membership fees from Groups with matching receipts and payments by subscription year.

	2022/23	2021/22	2020/21
	£	£	£
Fees from Groups	25,919	22,776	18,512
less paid to County	(23,117)	(21,874)	(17,800)
Net Total	<u>2,802</u>	<u>902</u>	<u>712</u>
HQ Fee per member	35.50	34.50	36.00
County add on per member	14.00	14.00	14.00
Number of members	467	451	356
District levy per member	6.00	2.00	2.00

The District is largely dependent upon the district levy of the youth membership subscription fee to sustain its core expense of administration, training, insurance and licensing. These fees are paid in March/April and represent payments in advance. The increase in the District levy has enabled an increased level of support given by the District to Groups including the provision of OSM subscriptions.

2. Youth Programme Activities

Explorers Activities

In addition to the regular weekly evening meetings, more than three dozen events were conducted in the year including, camps, hikes, monopoly runs, city trips. Some were for individual ESUs and some were combined Explorer events.

District Events

These include camps, monopoly runs and other events as mentioned in the attached District Commissioner's report.

DofE

Two qualifying Gold expeditions (11 participants) and one Bronze expedition (4 participants) were successfully completed in the summer of 2022.

3. Grant and Donations

The BNA Charitable Incorporated Organisation ("BNA") provided a grant of £1,500 to cover the first year cost of insurance for the minibus which they also donated to the District. BNA also donated a grant of £1,500 for the Danish Jamboree last summer.

The District Executive agreed to provide a grant of £300 to 1st Balderton to support the setting up of a new Beaver colony.

Maggie Clarke, a former scout leader in Newark Scouts, died this year and in recognition for her work the District donated £30 to Kesteven Rideability as per her family's request. A St George's day donation cheque of £204 to the Newark Girl Guides which has remained uncashed for some time has been written back in the accounts. Attempts will be made to reapply the donation next year. Net donations paid was therefore (£174).

4. Gift Aid

Gift aid claims from HMRC have been made dating back 4 years. £330 was received in 2022/23. A further £2,684 was received post year end and is recognised in the Statement of Assets and Liabilities.

The claiming of gift aid has been made more manageable following the introduction of OSM online payments and the use of online gift aid declarations.

5. Fund Raising

£313 was raised at quiz night for the Czech International Camp.

6. Minibus

BNA donated a minibus worth £62,000. This is for use by the District, Scout Groups and other community organisations at a reasonable charge to cover running costs.

7. Badge and Necker Sales

The District no longer procures scout badges on behalf of Groups as these could be better served by online scout shops. The remaining stock of these badges as well as district Neckers have been passed to the Assistant District Commissioners for their use and subsequently their value has been fully written down.

Newark District and County badges will continue to be provided by the District to Groups at reasonable price.

Necker sales and purchases all relate to the Raptors and Vikings ESUs

8. Support Services

In addition to increases in the standard spends for licences, independent examination, website and general office supplies, we purchased a further £820 of discounted OSM licence subscriptions to continue the rollout across the District so that Groups can experience the benefits of this system.

9. Repairs and Maintenance

With the addition of a Minibus and trailer to the District's portfolio there is an additional cost of repairs and maintenance.

10. GoCardless and Prepaid Cards

The adoption of OSM online payments had incurred an addition transactional fee payable via GoCardless to OSM. However, the benefits far out way the costs and the intention is that Gift Aid claims made easier by this adoption will more than cover the expense.

11. Trustees Expenses

No trustee received any remuneration during the year. Two trustees were reimbursed for travel expenses at a total of £85 (2022 nil).

12. Funds

Unrestricted Funds: These funds are those received that are not subject to any special restrictions; they are divided between general funds and designated funds. Designated funds comprise amounts set aside by the Trustees of the Council to be used for particular purposes.

Restricted Funds: Restricted funds are those earmarked for a special purpose by a donor or in terms of an appeal. The restricted funds all relate to international events, grant funding for equipment and money from County to part fund a District store.

In the year, the international reserve has been fully utilised on Ryan Flights for the Czech International Camp which is occurring this summer. To recognise the fund raising efforts and sound financial management of previous trips, a designated reserve has been created for the same value. This technical transfer gives the District more flexibility in managing its funds.

	31/03/2022 £	Receipts in year £	Transfers	Payments in year £	31/03/2023 £
Unrestricted Funds					
General Fund	73,088	46,413	(6,285)	(41,854)	71,362
Designated (Int)	-	-	6,285	-	6,285
Total Unrestricted	73,088	46,413	-	(41,854)	77,647
Restricted Funds					
Equipment	2,899	-	-	(941)	1,958
Minibus Insurance	-	1,500	-	(1,500)	-
International	6,285	-	-	(6,285)	-
District Store	5,000	-	-	-	5,000
Total Restricted	14,184	1,500	-	(8,726)	6,958
Total Funds	87,272	47,913	-	(50,580)	84,605

Independent Examiner's Report to the Trustees

Newark District Scout Council (Registered Charity 1031735) for the year ending 31st March 2023 set out on pages 6 to 10

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/03/2023.

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 do not accord with the accounting 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.

24th May 2023

Charlotte Wilson ACA (ICAEW)
Unit 14, Halifax Court,
Fernwood Business Park,
Cross Lane, Fernwood,
Newark, Notts, NG24 3JP



District Commissioner's Report

We have had a busy year since the last AGM, our district support team has been able to provide further help and support to groups, with district events now being planned by our District Explorer Scout Commissioner (DESC) and our Assistant District Commissioners (ADC) for Beavers, Cubs and Scouts. We have seen a Beaver Day, a Cub Merit Day, District Scout Camp and District Cub Camp to name but a few, our explorers have attended the Danish Jamboree and we have seen both Vikings and Raptors Explorer Scout Units attend the Manchester and London Monopoly Runs and the Lincolnshire Rabbit Run.

Membership numbers have remained almost identical to last year, but we have seen a huge recovery in membership at 6th Newark, the relocation of 9th Newark to Christchurch and the Tom Mann Centre. We have seen membership recover at Collingham.

We are almost ready to embark on our next challenge and open our first Squirrel Drey in the District, welcoming members from 4 to 6 years old, together with their parents. Squirrels have proven to be a very effective section in adult recruitment, as it exposes parents to the fun that we have in scouting and often those parents decide they would like to volunteer as they have enjoyed their scouting experience.

Last year we appointed two District Youth Commissioners who are actively visiting groups and promoting Youth Shaped Scouting to both the members and the leadership team. We have a new treasurer set to take over from Geoff, when he stands down at the next AGM, I would like to take this opportunity to thank Geoff for all the help and support he has provided me with, since coming into role and for the positive impact he has had on the District whilst being in role.

This January the district took delivery of a brand new 17-seater minibus, which has kindly been donated by the BNA Charity. The Minibus will be a game changer for the district, allowing us to safely transport our members both around the district and wider afield so they can experience even more life opportunities. The district has funded 3 leaders to be trained in axe throwing and we will shortly be buying the necessary equipment to offer yet another exciting activity for our membership.

This summer 4 young people from the district will be visiting World Scout Jamboree in Korea for 3 weeks. We also have a new team who will be taking 29 scouts and explorers to the Czech Friendship Camp for 2 weeks in early August.

There are many changes on the horizon over the coming few years, scouting is a progressive inclusive youth lead movement, which constantly evolves and stays relevant to its members. The district is committed to a youth lead program, embracing new ideas and being at the forefront of improving lives and opportunities for young people.

I would invite anyone who is inspired by all the positive changes we are making to join us on this journey and make a real difference to young people's lives.

Yours in scouting

Richard Dearlove