



Newark District Scout Council

**Annual Report and Accounts
year ended 31st March 2024**

**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 (Chair)
Richard Dearlove (District Commissioner)
Ruth Rabon (Secretary)
Geoff Bow (Treasurer)
Rowena Aiken (Treasurer)
Steven Hartley (District Explorer Commissioner)
Ben Blyth (District Scout Network Commissioner)
Joshua Thorn (District Youth Commissioner)

Elected Trustees Chris Cobb
Charlotte Dray
Victoria Nicholson
Kerry Watson
Sharon Lathlane

Nominated Trustees Cathy Bow
Thomas Cragg
Jack Kellas
Natalie Muller

Bankers CAF Bank Limited

Charity Address 28 Harewood Avenue
NEWARK
Nottinghamshire
NG24 4AN

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>

Trustees Report

The district trustee board has been actively looking for a new chairman to fill the vacancy left for the past year. We have had an experienced member of the board stand in as chairman temporarily, this has enabled continued productive board meetings. To help share the responsibility I have volunteered to write this report regarding the activity of the district, on behalf of the board.

During this financial year we have continued to provide a variety of adventurous and youth led activities and camps for the young people in Newark scouting. This includes the Raptors and Vikings explorer units weekly meet ups alongside their events like Rabbit Run, Gladstonbury and water activities. We also helped facilitate the running of DofE and district events for sections other than explorers. As well as this we are constantly looking at district equipment provisions and how we can help the movement provide the best enrichment, this involved the continued running of the district minibuss and kit trailer, as well as other more typical provisions like cooking and camping equipment.

We have a new treasurer who has conquered a steep learning curve and is now working alongside the rest of the trustees to ensure the district's financial records are correct and understood. Objectives have been set to break down the accounting of the district units into separate funds to make it fairer and more accountable. The board discussed the drop-in membership fees due to an operational closure of some units in the district, and the steps that have been taken to help resolve the situation that caused it.

Joshua Thorn

Treasurer's Report

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

Financial Overview

The Receipts and Payments Account shows a surplus in the year of £4,924 in the year.

A large backpayment from the prior year for Gift Aid went through this year and so accounted for £2,684 of this. The rest was due to the timing of receipts and payments and therefore there was a balanced budget across the district in the year.

District fees remained at £6 per member this year enabling the continued use of Gold OSM which is now being used by all groups in the district.

Prepaid Cards

Prepaid cards have now been transferred over to OSM cards and these are integrated into OSM and so enable a smoother and quicker process for all involved in their use.

Online Scout Manager (OSM)- Online Payments

As introduced last year this is now being used through the integrated system with GoCardless and is showing better financial control and usability. This has improved operation use for both Parents and Groups and will continue to be in use despite the slightly higher cost.

Online Scout Manager (OSM)- Accountancy Tools

This has been used for the Accounts this year and due to its integration and importation features with Go Cardless and the rest of OSM it is proving to be useful tool. It provides reports as required and enabled the completion of the annual reports to be done in a smooth manner.

Reserves Policy

The Scout Councils 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 program, buildings must remain safe and adhere to health and safety guidance, as such we recognise that some one-off capital investments may be required.

The reserves in the year remain at £6958 restricted and £82,571 was general unrestricted at the year end. Of the unrestricted £30,000 is required as a contingency to meet operational costs for the next twelve months and provide working capital to secure continuity of the Scouts Councils 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 at 31st March 2024, the total reserves amounted to £89,529 (£84,605 on 31st March 2023).

Rowena Aiken

NEWARK AND DISTRICT SCOUT COUNCIL
RECEIPTS AND PAYMENTS ACCOUNT
For the year 1st April 2023 to 31st March 2024

		Apr 23 to Mar 24			Apr 22- Mar 23
		Unrestricted	Restricted	Total	Total
Receipts					
1	Membership Fees	27,069	0	27,069	35,948
	Fees Paid to County	-22,568	0	-22,568	-29,761
	Net Membership Fees	4,501	0	4,501	6,187
2	Youth Programme Activities	26,617	0	26,617	37,007
3	Grants	500	0	500	3,000
	Donations	450	0	450	0
4	Gift Aid	2,684	0	2,684	330
5	Fund Raising	1,303	0	1,303	313
6	Minibus Hire	1,510	0	1,510	50
7	Badge and Necker Sales	209	0	209	495
	Bank Interest	1,817	0	1,817	531
Total Receipts		39,591	0	39,591	47,913
Payments					
2	Youth Programme Activities	23,979	0	23,979	43,317
3	Grants	2,817	0	2,817	300
	Donations	320	0	320	-174
7	Badge and Necker purchases	873	0	873	554
8	Support Services	4,261	0	4,261	3,993
9	Repairs and Maintenance	118	0	118	262
	Training and Development	142	0	142	0
	Micellaneous	426	0	426	0
10	Go Cardless and Prepaid Cards	1,055	0	1,055	1,083
	Bank Fees	63	0	63	72
Sub Total		34,054	0	34,054	49,406
	Asset Purchases	612	0	612	1,173
Total Payments		34,666	0	34,666	50,580
				0	
Surplus (Deficit)		4,924	0	4,924	-2,666
	Cash funds b/f	77,648	6958	84,606	87272
12	Cash Funds at y/e	82,572	6958	89,530	84,606

NEWARK AND DISTRICT SCOUT COUNCIL
Statement of Assets and Liabilities
As on 31st March 2024

12 Cash Funds	31/03/2024	31/03/2023
Petty Cash	0	0
Current Account	15,880	3,965
Prepaid Card Funds	3,811	1,606
Investment Account	69,838	79,034
	<u>89,530</u>	<u>84,605</u>
Other Monetary Assets		
Trade Debtors	374	66
4 Gift Aid	0	2,684
1 Group Membership Fees	708	1,443
	<u>708</u>	<u>4,193</u>
Stock		
7 District and County Badges	502	502
7 District Neckers	0	0
7 Other Badges for resale	0	0
	<u>502</u>	<u>502</u>
Assets for Own Use		
6 Minibus (valuation for insurance purposes)	62,000	62,000
Activity Equipment	11,153	10,541
Office Equipment	208	208
	<u>73,361</u>	<u>72,749</u>
Liabilities		
County Membership Fees	0	0
	<u>0</u>	<u>0</u>

These Financial Statements were approved by the Trustees on the 4th December 2024 signed on behalf of the Trustees by:

Trustee

Rowena Aiken
Treasurer

Notes to the Accounts

1. Membership Fees

Membership fees are paid on to the County and 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

	2023/24	2022/23	2021/22
	£	£	£
Fees from Groups	24,087	25919	22776
less paid to County	<u>-21483</u>	<u>-23117</u>	<u>-21874</u>
Net Total	2,604	2802	902
HQ Fee per member	35.50	35.50	34.50
County add on per member	14.00	14.00	14.00
Number of members	434	467	451
District Levy per member	6.00	6.00	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 licencing.

2. Youth Programme Activities

Explorer Activities

In addition to the regular weely meetings, 6 events were conducted in the year including, camps, hikes, Gladstonbury, Rabbit Run, Water Experience and Parks. Some were for individual Explorer Scout Units and some were combined events.

District Events

These include camps, Water experience day and Wide Games.

Duke of Edinburgh

During the year there were 8 Gold and 8 Bronze Duke of Edinburgh Participants.

Analysis of Spend

	Income	Expense	Balance
D Of E	1,792.00	-945.06	846.94
Events - Beavers	780.00	-1,160.65	-380.65
Events - Cubs	3,550.00	-2,225.76	1,324.24
Events - Explorers	15,801.50	-12,185.47	3,616.03
Events - Scouts	4,363.92	-3,983.55	380.37
Clothing Sales	330.00	-1,127.00	-797.00
Activity Equipment	-	-588.12	-588.12
Rent and Meetings	-	-1,763.25	-1,763.25
	26,617.42	-23,978.86	2,638.56

3. Grant and Donation

A donation of £400 was received from the Southwell Ploughing Match event, which takes place locally, and which the ESU's volunteer their time to assist in the event.

Another donation of £50 was received from South C Sport

A Grant was awarded of £500 from Early Years. This was to assist in the set up of the Squirrel Drey for 4-6 year olds at 7th Newark.

4. Gift Aid

Last year a claim for Gift aid for the previous 4 years was made and received from HMRC. This was paid in following the last year end and therefore shows in this years accounts.

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

5. Fundraising

£1303.27 was raised for the Czech International Camp through a Quiz Night, parade and other fundraising efforts

6. Minibus Hire

BNA donated us a Minibus in the financial year 2022-23

This is now in use by the District Scout Groups and other community organisations at a reasonable charge to cover running costs.

7. Badge and Necker Sales

Newark District and County badges are provided by the District to Groups at a reasonable price.

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

8. Support Services

Small increases were seen inline with inflation during the year in this area, across the insurance, independent examination, website and general supplies.

Additional licence costs were also incurred as per the rollout of OSM and its use within all Groups in the district.

9. Repairs and Maintenance

Ongoing annual maintenance costs for the donated Minibus and Trailer were incurred to ensure operational use.

10. GoCardless and Prepaid Cards

During the year the adoption of the OSM cards was fully implemented and other cards ceased to be operational. This has a benefit in terms of admin time required to submit expenses and more than covers the expense incurred.
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11. Trustees Expenses

No trustee received any remuneration during the year. One trustee was reimbursed for travel expenses at a total of £65 (2023 - £85)

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 a 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 held all relate to international events, grant funding for equipment and money from County to part fund a District Store.

The designated funds were used within the year to fund the Czech international trip.

		31/03/2023	Receipts in Year	Transfers	Payments in Year	31/03/2024
		£	£	£	£	£
Unrestricted Funds						
	General Fun	71362	0	6285	0	77647
	Designated	6285	0	-6285	0	0
Total Unrestricted		77647	0	0	0	77647
Restricted Funds						
	Equipment	1958	0	0	0	1958
	International	0	0	0	0	0
	District Store	5000	0	0	0	5000
Total Restricted		6958	0	0	0	6958
Total Funds		84605	0	0	0	84605



Section A

Independent Examiner's Report

Report to the trustees/
members of

Newark District Scout Council

On accounts for the year
ended

31st March 2024

Charity no
(if any)

1031735

Set out on pages

5 to 10

I report to the trustees on my examination of the accounts of the above charity ('the Trust') for the year ended 31/03/2024.

Responsibilities and
basis of report

As the charity trustees of the Trust, 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 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:

- accounting records were not kept in accordance with section 130 of the 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 order to enable a proper understanding of the accounts to be reached.

Signed:

Richard Housden

Date:

07/12/2024

Name:

Richard Housden ACMA

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

Chartered Institute of Management Accountants

Address:

5 Maple Drive, Harlow Wood,
Mansfield, Nottinghamshire
NG18 4UY

Group Lead Volunteer's Report

Our last AGM was held around 18 months ago, and has been delayed this year, due to illness from our outgoing treasurer, which significantly delayed the preparation of the district accounts as our new Treasurer needed to fully understand the work undertaken by her predecessor without any assistance and then learn all the systems that were in place for the district.

I would like to take this opportunity to thank Geoff Bow our outgoing treasure for all the hard work he put into the treasurer role over the last 6 years or so and it is my hope that Geoff will return to the district in the future, despite having moved outside of the district. I would also like to thank Rowena Aiken, our new treasurer who has now familiarised herself with all the systems we have in place within the district. The accounts are extremely healthy within the district, one of the priorities over the coming year will be to utilise some of these funds to further enhance our offering within the district.

Over the last year recruitment has been an ever challenging prospect, with numbers of volunteers reducing. We are currently looking for three Group Lead Volunteers (GLV), having just appointed a new GLV for Balderton and a number of individual sections have limited contingency if a volunteer is suddenly unavailable. The trustee board will be focusing on different strategies to increase the number of volunteers we attract.

Scouting has just undergone the biggest change since the 1960's with the transformation journey. This is a national directive to modernise scouting and make it dynamic and fit for the next generations. Role titles have changed and been simplified with new team structures in place and a new trustee board, less focused on operational matters and more focused on governance.

Scouting has been rocked over recent years following the tragedy on the Great Orme in 2018. This has brought about far reaching operational changes to ensure safety is front and foremost in everything we

We now have 3 Squirrel Dreys operational with plans to open further dreys over the coming year.

There are a number of Priorities for this Board to focus on over the coming year, which are very similar to last year, but the constant firefighting of recruitment has stretched resources meaning there is still lots on the 'To do' list. The main priorities are :-

- Adult Recruitment
- Additional 2 members for the Finance Committee
- Full budgeting to be set for the district including district levy for 2025
- Re-structuring the district to meet its obligations under the revised Scouting Structures issued by Gilwell under 'Transformation'

Richard Dearlove
DLV Newark District