



Trustees Annual Report for the Period 1 April 2021 to 31 March 2022

Section A – References and Administration Details

Charity Name:	East Surrey District Scout Council
Registered Charity No:	1032242
Charity's principal address:	C/O District Commissioner
Bankers:	CAF Bank Ltd, 25 Kings Hill Avenue, Kings Hill, West Malling. ME19 4JQ
Investments:	Scouts Association Short Term Investment Service

Names of the Charity Trustees who managed the charity 2021-2022

Name	Post	Dated Acted
Nick Hough	District Commissioner	Whole Year
Robert Holyoake	District Chair	Whole Year
Saif Ahmedi	District Treasurer	Dec 2021
Malcolm Kirk	Executive member & Acting District Secretary	Whole Year
Martin Lloyd	Executive Member	Whole Year
Karen Rapson	Assistant District Commissioner (Cubs)	Whole Year
Amanda Doran	District Explorer Scout Commissioner	Whole Year
Luke Capel	District Youth Commissioner	Whole Year
Joel Wall	District Youth Commissioner	Whole Year
John Freebody	Executive Member	Whole Year
Paul Weight	Executive Member	Whole Year
Murrae Hume	Honorary President	Whole Year

Section B – Structure, Governance and Management

East Surrey District formed on the 30th January 1915 has its governing documents as those of the Scout Association. They consist of a Royal Charter granted on the 4th January 1912, which in turn gives authority to the Bye Laws of the Association and the Policy, Organisation and Rules (POR) September 2021 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 (Sept 2021) and the Charity Commissioners Rules and Regulations. The District is managed by the District Executive, the members of which are the Charity Trustees of the District Scout Council, which is an educational charity. As Charity trustees they are responsible for compliance of the legislation applicable to registered charities and POR and accountable to the District Scout Council. That includes keeping appropriate records and accounts and making annual returns to the Charity Commissioners. The District Executive supports the District Commissioner and District Team in meeting their responsibilities in supporting the Scout Groups within the East Surrey District.

Section C – Objectives and Aims

The aim of the Scout Association is to promote the development of young people in achieving their full physical, intellectual, social and spiritual potential, as individuals, as responsible citizens and as members of their local national and international communities. The method of achieving the aim of the Association is by providing an enjoyable and attractive scheme of progressive training, based on the Scout Promise and Law and guided by adult leadership. The object of the District is to retain and recruit an adequate number for the District Officers and Team of suitably qualified persons to support the Groups in recruiting and retaining their suitably qualified Leaders and Officers using the up to date Scout Association Adult Training programmes. Also through the District Appointments Advisory Committee and Panel interview and approve all necessary appointments of Leaders and Officers. The aim being to ensure all Leaders guide the development of Young People within the Group and District by providing a wide ranging, enjoyable and attractive programmes, progressing through the aged sections in compliance with POR based upon the Scout Promise and Law.

Section D – Financial Review including Risk and Internal Control

East Surrey District has in place systems of internal management to ensure reasonable control and assurance against material mismanagement or loss; this includes two authorised signatories for all payments made by cheque or banking facilities such as BACS payments, supported by appropriate invoices and payment receipts. The District also has in place suitable Comprehensive Insurance Policies covering the Liability in respect of its buildings and contents, Scout Association Members and Supporters including the public. The Annual Accounts have been drawn up in accordance with POR on the Receipts and Payments basis and is subject to formal Examination by a suitably qualified person in accordance with POR and Charity Commissioners requirements.

At the end of the year 2021/22 total cash held by East Surrey District Amounted to £78,013 with liabilities of £14,598. These figures include funds held by the three district explorer units. Currently the District has a policy of holding sufficient funds and reserves in order to provide a sound financial basis for the development and running of scouting within the District and to vary that level through annual budgeting according to the perceived future needs and risks. In particular, the funds are there to provide support to the Scout Groups in the District in the establishment and improvement of those Groups, to supplement the cost of training Leaders if required, to subsidise where appropriate the annual membership subscriptions by the use of the investment income, to allocate grants to support Scouts attending Worldwide Jamborees, to purchase where thought necessary activity and camping equipment, to ensure the District Team who manage District Activities have financial support when required to provide and pay expenses to cover all and unforeseen costs. The District also has maintained the Scout Headquarters of the now disbanded 1st Hurst Green Scout Troop for District Activities and is now being used by 1st Oxted with sections for Hurst Green Beavers, cubs and Scouts. It should be noted District is in the process of handing over the management of Hurst Green HQ to 1st Oxted Scout Group who are currently running the various sections at the HQ. Funds from the disbanded 1st Hurst Green has been used to maintain the HQ. Any funds remaining will and are being used to support the sections now running and future management of the HQ.

Section E – Investments Policy

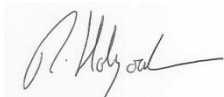
The District's income and expenditure is relatively small and as a consequence adopts a low risk strategy of investing its surplus only in The Scout Association's Short Term Investment Service. The CAF Bank accounts are only for the day to day management of the District as agreed and approved by the District Executive and managed by the District Treasurer or agreed member of the Executive.

Section F – Achievements and Performance

The Report sets out what the District has achieved in the past year lead by the District Commissioner and Section Leaders. There is a continual developing plan in place to take the District forward in the coming years including the establishment of a new Hurst Green Group and to provide support to all Groups within East Surrey District. It should be noted that whilst the Covid Pandemic had an adverse effect on the running of Scouting as a whole including the District and its Groups during parts of the last financial year, scouting is returning to normal as lockdown restrictions are slowly lifting. Though grants were received through Tandridge District Council to help offset the financial effects.

Section G – Annual Accounts.

The Annual Accounts were approved by the District Executive and following agreement by the District Executive on 07/03/2022 they were signed on behalf of the District Executive by the District Chair – Robert Holyoake and the District Treasurer – Saif Ahmedi.



Robert Holyoake
District Chair



Saif Ahmedi
District Treasurer

EAST SURREY DISTRICT SCOUTS

ACCOUNTS FOR PERIOD APRIL 2021 to MARCH 2022

Section A Receipts and payments	Resticted funds	Unrestricted General funds	Unrestricted designated (Mill Lane)	2021/22	2020/21
	(£'s)	(£'s)	(£'s)	(£'s)	(£'s)
A1 Receipts					
Membership subscriptions	-	42,985	-	42,985	32,031
Less: Membership subscriptions paid on	-	-23,208	-	23,208	-24,786
Net membership subscriptions retained	-	19,777	-	19,777	7,245
Donations	-	886	-	886	150
Activities (refund)	-	5,847	-	5,847	40
Gift aid	-	390	-	390	827
Legacies	-	-	-	-	-
Grants	-	1,000	10,667	11,667	10,000
Fundraising	-	2,523	-	2,523	-
General	-	-	-	-	-
St. George's Day	-	-	-	-	-
Jamboree	1,500	-	-	1,500	-
Eurojam	-	-	-	-	464
Colditz	-	-	-	-	-
Shop income	-	-	-	-	-
Misc (EDF Refund)	-	-	557	557	-
Investment income	-	36	-	36	142
<i>Sub total</i>	1,500	30,459	11,224	43,183	18,868
A2 Asset and investment sales, etc.	-	-	-	-	-
<i>Total receipts</i>	1,500	30,459	11,224	43,183	18,868
A3 Payments					
Activities	-	9,696	-	9,696	4,434
Gift aid transfer to Explorers	-	-	-	-	-
Jamboree	750	-	-	750	-
Eurojam	-	-	-	-	108
Training	-	33	-	33	41
Fundraising expenses	-	1,159	-	1,159	-
Administration	-	-	-	-	-
Rent	-	-	-	-	-
Utilities	-	-	1,017	1,017	1,664
Insurance	-	26	-	26	1,895
Repairs and renewals	-	-	379	379	711
Materials and equipment	-	58	-	58	109
Printing, post and stationary	-	-	-	-	-
Licences and Subscriptions	-	160	-	160	407
AGM and trustee expenses	-	87	-	87	-
Uniform & Badges	-	1,547	-	1,547	-
Donations	-	-	8,000	8,000	36
Misc	-	250	-	250	-
Finance costs	-	335	-	335	95
<i>Sub total</i>	750	13,351	9,396	23,497	9,500
A4 Asset and investment purchases, etc.	-	-	-	-	-
<i>Total payments</i>	750	13,351	9,396	23,497	9,500
Net of receipts/(payments)	750	17,108	1,828	19,686	9,368
A5 Transfers between funds					
Transfers in	-	-	-	-	-
Transfers out	-	-	-	-	-
Net transfers	-	-	-	-	-
A6 Cash funds last period end	-	51,681	6,646	58,327	48,959
Cash funds this period end	750	68,789	8,474	78,013	58,327

Section B Statement of assets and liabilities at the end of the year

				2021/22	2020/21
	Restricted funds (Jamboree) (£'s)	Unrestricted designated funds (£'s)	Unrestricted designated (Mill Lane) (£'s)	Total funds (£'s)	Total funds (£'s)
B1 Cash funds				-	
CAF Account - General	-	31,834	8,474	40,308	23,610
Lloyds Account - Oxted Explorers	750	10,739	-	11,489	7,575
Lloyds Account - Lingfield Explorers	-	2,347	-	2,347	3,085
Tatsfield Explorers	-	2,155	-	2,155	2,380
The Scout Association Short Term Investment Service	-	21,714	-	21,714	21,677
Cash in hand	-	-	-	-	-
<i>Total cash funds</i>	750	68,789	8,474	78,013	58,327
B2 Other monetary assets				-	
Debts due to District	-	976	-	976	2,138
Gift Aid claim	-	-	-	-	-
Deposits	-	300	-	300	700
Payments on account	750	-	-	750	-
<i>Sub total</i>	750	1,276		2,026	2,838
B3 Investment Assets	-	-	-	-	-
B4 Assets retained for charity's own use					
Land and buildings					
Mill Lane HQ (Buildings Ins Value)	-	-	-	-	435,485
East Surrey District's share of the ex Horley District HQ	-	85,551	-	85,551	85,551
Scouting equipment, furniture etc					
Mill Lane HQ (Contents Ins Value)	-	-	-	11,194	10,661
<i>Sub total</i>	-	85,551	-	85,551	531,697
B5 Liabilities				-	
Accounts not yet paid	3,543	-	-	3,543	2,171
Expenses incurred but not invoiced	-	-	-	-	-
Receipts In advance	11,355	-	-	11,355	-
<i>Sub total</i>	14,898	-		14,898	2,171

Signed by one or two trustees on behalf of all the trustees

Signature

Date of approval



Robert Holyoake
District Chairman

7th March 2023



Saif Ahmedi
District Treasurer

7th March 2023

East Surrey District Scout Council

Notes to the accounts for the year ending 31 March 2022

1 Designated Funds

The trustee's have set aside monies under their stewardship inherited from the former 1st Hurst Green Scout group in a designated fund. These funds, shown separately on the face of the accounts, are for the purposes of maintaining the Mill Lane Scout Hall until such time that the hall is once again occupied by a scout group, at which time responsibility for maintenance of the hall and control of any designated funds remaining will be passed to the new group.

2 Restricted Funds

The following amounts represent monies raised for a specific purpose through fundraising activities. (i.e. Jamboree and St George's Day)

3 Unrestricted Funds

The accounts include receipts of £18,197 and payments of £15,246 relating to the three Explorer units in the District

4 Significant Non-Monetary Resources

a Mill Lane Scout Hall

The district has control of the Mill Lane Scout Hall. As of April 2022, the scout hut will go back in control of the 1st Oxted group who will oversee the reinstatement of the Hurst Green group

Location of Hall:

Scout Hall

Mill Lane

Hurst Green

Surrey

b Horley Scout HQ

On the closure of Horley Scout District, the ownership of the District HQ located at Baden Drive Horley was transferred to Reigate District Scout Council. The Surrey County Scout Executive Committee noted and approved the agreement that if at some stage in the future the property is sold by Reigate District Scout Council this district (East Surrey) will at that time claim 30/263 of the net proceeds. Valuation by Woodward Associates in January 2011

Location of Hall:

Pathfinder Scout HQ

Baden Drive

Horley

Surrey

RH6 8SD

4 Contingent Liabilities and Commitments

The district had no contingent liabilities or commitments at 31 March 2022

Independent Examiner's Report to the Trustees of EAST SURREY DISTRICT SCOUT COUNCIL

(Registered Charity No. 1032242)

I report on the accounts of East Surrey District Scout Council for the year ended 31 March 2022, which comprise the Receipts and Payments Account and the Statement of Assets and Liabilities and related notes set out on pages 1 to 3.

This report is made solely to the trustees in accordance with section 145 of the Charities Act 2011. My work has been undertaken so that I might state to the District's trustees those matters I am required to state to them in an Independent Examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the District's trustees for my examination work.

Respective responsibilities of Trustees and Examiner

The District's trustees are responsible for the preparation of the accounts. They consider that an audit is not required for this year (under Section 144 of the Charities Act 2011 (the Charities Act)) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts (under Section 145 of the Charities Act)
- to follow the procedures laid down in the General Directions given by the Charity Commissioners (under Section 145(5)(b) of the Charities Act); and
- to state whether particular matters have come to my attention.

Basis of the Independent Examiner's report

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the District and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an opinion on whether the accounts present a 'true and fair' view and my report is limited to those matters set out in the statement below.

Independent Examiner's statement

In connection with my examination, no matter has come to my attention:

1. which gives me reasonable cause to believe that in any material respect the requirements to keep accounting records in accordance with Section 130 of the Charities Act and to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act have not been met;
- or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Name:

Relevant professional qualification:

Address:

Janet MacKinnon

Chartered Accountant

4 Woodlands Drive, South Godstone, Surrey RH9 8HU

7 March 2023