



Banstead District Scout Council
Trustees' Annual Report for the Year Ended 31 March 2022

Trustees: Ex-Officio – Appointments

District Chairman	Colin Griffiths
District Commissioner	Kelvin Freeman
District Explorer Commissioner	David Shepherd
District Network Commissioner	Zach Pepper
Hon. District Secretary	Vacant
Hon. District Treasurer	Simon Payne

Trustees : Elected

Vacant
Jan Jobson
Melissa Vagg
Richard Salmon
David Field

Trustees: Nominated – Appointment

District Camp Site (Park Farm) Manager	Mark Wingett
Chairman Appointments Advisory Committee	Len Butler

Bankers:

Lloyds Bank Plc, 49/53 High Street, Sutton, SM1 1DT
CafCash Ltd (Cafgold Fund), Kings Hill, West Malling, Kent, ME19 4TA

Other Advisors:

Hon. Independent Examiner	Neil Bridges
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Structure, Governance and Management

The Scout Association exists by authority of a Royal Charter granted in 1912 and supplemented by further Charters granted by two subsequent Monarchs. These Charters give authority to the Bye-Laws of the Scout Association which, in turn, authorise the making of rules for the regulation of the Association's affairs. The rules are laid out in the Scout Association's Policy, Organisation and Rules ('POR').

In common with all Scout Groups and Scout Districts in the United Kingdom, Banstead District Scout Council ('BDSC') is an autonomous charity, affiliated to the Scout Association, which together form part of the Scout Movement in the United Kingdom. BDSC operates in accordance with the Policy, Organisation and Rules ('POR') of the Scout Association.

The members of the Board of Trustees of BDSC must act collectively as charity trustees and in the best interests of the members of Banstead District Scout Council, amongst other things, to comply with the POR, to protect and maintain any property and equipment owned or used by the District, to manage the BDSC finances, to provide insurance for people, property and equipment and to promote and support the operation and development of Scouting in the District.

Trustees are appointed or reappointed annually at the Annual General Meeting which is usually held in June. All of the trustees give their time voluntarily. No trustees have received or are receiving any remuneration or other benefits.

Objectives and Activities

The objective of Scouting is to actively engage and support young people in their personal development, helping them to achieve their full physical, intellectual, social and spiritual potential as individuals, as responsible citizens and as members of their local, national and international communities, empowering them to make a positive contribution to society. In partnership with adults, young people take part in fun indoor and outdoor activities. They learn by doing, by sharing in spiritual reflection and by taking responsibility. They make choices, undertake new and challenging activities and they live their Scout Promise.

Banstead District Scout Council ('BDSC') is a unit of the Scout Association and is one of 18 districts that support and facilitate the provision of scouting in Surrey. As a part of the Scout Association the objective of BDSC is to help to provide resources and support to Scout Groups for the delivery of the Scouting programme, to as many young people as possible, in our geographic area.

Banstead District Scouts is open to all young people in the local area, aged between six and twenty five, no matter what background, ethnic origin, nationality, race, gender, marital or sexual status, mental or physical ability, political or religious belief.

Public Benefit

The Trustees have a duty to report on our public benefit in this annual report. We have assessed our aims, activities and charitable objectives, which are to contribute to 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.

We believe that we have met the Charity Commission's public benefit criteria. The Scouting Movement, of which BDSC is a recognised part, follows two key principles set by the Charity Commission with regard to public benefit:

1. Identifiable Benefit

The way in which BDSC supports and carries out Scouting helps young people in their personal development, empowering them to make a positive contribution to society. This benefit is directly linked to the objective and purpose of Scouting.

2. Public Benefit

Banstead District Scouts is part of the national Scouts movement that is open to all young people, aged between six and twenty five, who are willing to make the Scout Promise, no matter what background, ethnic origin, nationality, race, gender, marital or sexual status, mental or physical ability, political or religious belief.

The Trustees maintain due regard to the Charity Commission's public benefit guidance whenever they are exercising any of their powers or duties to which the guidance is relevant.

Responsibilities of the Board of Trustees

Financial and Accounting

Charity law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the charity's incoming resources and resources spent during the year and of its state of affairs at the year-end. In preparing those financial statements, the trustees are required to:

- (a) select suitable accounting policies and apply them consistently;
- (b) make judgements and estimates that are reasonable and prudent;
- (c) state whether applicable accounting standards and statements of recommended practice have been followed, subject to any material departures disclosed and explained in the financial statements;
- (d) prepare the financial statements on a going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The BDSC Board of Trustees is responsible for keeping proper accounting records which disclose, with reasonable accuracy at any time, the financial position of the charity. This enables the Board to ensure that the financial statements comply with the Charities Act 2011. The Board is also responsible for

safeguarding the charity's assets and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Risk Policy

The Board of Trustees has sought to identify the major risks to which Banstead District Scout Council is exposed. Such risks have been reviewed and systems established to mitigate them, as far as is reasonably possible. The Board has charged the District Commissioner and his team with the responsibility for carrying out a fail-safe annual check on all of the property and assets owned by Banstead District Scout Council.

Financial Review for the year ended 31st March 2022

The financial strategy supports the aims and objectives of BDSC and this is achieved by maintaining sound finances, prudently managed with the maintenance of reserves at a sufficient level to cope with unexpected and adverse situations.

2021/22 Financial Outcome

The accounts for Banstead District Scout Council ('BDSC') for the period 1st April 2021 to 31st March 2022 have been prepared on the receipts and payments basis which is consistent with the previous year.

Total gross income for the year was £39,011 whilst total payments amounted to £32,983 resulting in net income for the year of £6,028. Principal sources of income were (i) young person membership subscriptions, (ii) rental income from the hire of the headquarters buildings and camping facilities to scouting groups and other organisations involved with young people and (iii) donations and grants. During the year BDSC was grateful to receive a number of donations and grants which helped to support the provision of scouting in the District, the maintenance and improvement of the headquarters buildings and supported the continued operation of the organisation through the challenging period of the Covid pandemic. The Board of Trustees wishes to record its thanks to, amongst others, Reigate & Banstead Borough Council (Covid support), The Rotary Club of Cheam and Sutton, Tesco plc (grant towards headquarters groundworks) and the Co-operative Group Limited.

On the expenses side, the principal costs incurred were (i) repairs, renewals and improvements of the headquarters premises and site, (ii) lease rental payments, (iii) insurance and (iv) other support for scouting activities.

As at the year-end of 31st March 2022 total cash balances amounted to £34,352. The Board of Trustees policy is to hold cash reserves of at least £12,000, which is a level that the Trustees consider to be adequate in order to meet unexpected and adverse costs that might arise during the financial year.

Conclusion

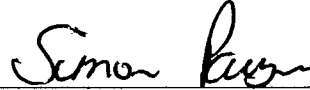
The Banstead District Scout Council Board of Trustees wishes to extend sincere thanks to all of the adults who give of their time, effort and expertise to enable young people in the District to enjoy Scouting at its best and to access the variety of opportunities available to them.

For and on behalf of the Board of Trustees of Banstead District Scout Council.



Colin Griffiths
District Chairman

Date: 15/01/23



Simon Payne
District Treasurer

Date: 15/1/23.



Section A

Independent Examiner's Report

**Report to the trustees/
members of**

Banstead District Scout Council

**On accounts for the year
ended**

31st March 2022

**Charity no
(if any)**

1036740

Set out on pages

8-10

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31st March 2022.

**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 (other than that disclosed below *) 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.

** Please delete the words in the brackets if they do not apply.*

Signed:

Date:

21.01.2023.

Name:

Neil Bridges

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

Address:

11 Commonfield Road

Banstead

SM7 2JR

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

Receipts and Payments Account

For the Period: 01 April 2021 TO 31 March 2022

Receipts and Payments											
Receipts	Unrestricted funds	Network Scouts	Explorer Unit Banstead	Explorer Unit Tadworth	Explorer Unit Central	Explorer Unit Downland	Shop Account	Van Account (memo item)	S A S U	Total funds	Last year
SUBSCRIPTIONS											
Membership subscriptions	14,415.10	40.00	0.00	0.00	0.00	0.00			87.00	14,542.10	17,349.28
Less: Membership subscriptions paid to County & HQ	0.00									0.00	-37,658.05
										0.00	
Net District membership subscriptions after payment to County & HQ	14,415.10	40.00	0.00	0.00	0.00	0.00	0.00		87.00	14,542.10	-20,308.77
Donations / grants	16,005.58							2,984.00		16,005.58	2,064.10
Sub total	30,420.68	40.00	0.00	0.00	0.00	0.00	0.00	2,984.00	87.00	0.00	-18,244.67
SCOUT SHOP											
SALES							7,092.77			7,092.77	1,451.89
							7,092.77			7,092.77	1,451.89
PARK FARM											
Hire income	6,745.00									6,745.00	28,881.99
Lease / Rates rebates	0.00									0.00	214.02
Sub total	6,745.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00	6,745.00	29,096.01
MISC											
Misc Income / OSM Licence Fees	226.60			730.00						956.60	508.70
Jamboree	0.00									0.00	0.00
CSGA Costs Reimbursement	723.44									723.44	0.00
Sub total	950.04	0.00	0.00	730.00	0.00	0.00	0.00		0.00	1,680.04	508.70
OTHER INCOME											
Equipment										0.00	0.00
Beaver/Cub / Scout Activities	177.65									177.65	0.00
Gift Aid										0.00	0.00
Insurance Refund	714.85									714.85	0.00
Uniforms/ Badges	0.00					0.00			0.00	0.00	66.00
Explorer/ Network Activities		0.00	0.00	0.00	0.00	0.00				0.00	0.00
Duke Of Edinburgh										0.00	
Sub total	892.50	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	892.50	66.00
BANK INTEREST	2.98									2.98	8.21
Sub total	2.98	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2.98	8.21
Total Gross Income	39,011.20	40.00	0.00	730.00	0.00	0.00	7,092.77	2,984.00	87.00	46,960.97	12,886.14
										0.00	0.00
Total Receipts	39,011.20	40.00	0.00	730.00	0.00	0.00	7,092.77	2,984.00	87.00	46,960.97	12,886.14

Receipts and Payments Account


For the Period: 01 April 2021 TO 31 March 2022

Receipts and Payments											
Payments	Unrestricted funds	Network Scouts	Explorer Unit Banstead	Explorer Unit Tadworth	Explorer Unit Central	Explorer Unit Downland	Shop Account	Van Account (Memo Item)	SASU	Total funds	Last year
Rent 'donation' to Explorers/Network	650.00									650.00	650.00
Donations made	1,525.00									1,525.00	0.00
Insurance Personal Injury	0.00									0.00	740.72
Adult Support and Training	180.00									180.00	739.10
Park Farm - Lease & Rates	2,395.40									2,395.40	3,064.52
Park Farm - Utilities	424.09									424.09	672.28
Park Farm - Premises Insurance	4,321.38									4,321.38	4,423.67
Park Farm - Helpers Insurance	42.00									42.00	42.00
Park Farm - Repairs & Renewals	19,899.47									19,899.47	11,255.12
Park Farm - Other	224.62									224.62	189.53
Van Costs	983.40							1,258.40		983.40	1,612.63
Activities - Cubs	0.00									0.00	108.26
Activities - Beavers	0.00									0.00	0.00
Activities - Other	722.64									722.64	0.00
Equipment	0.00									0.00	45.00
Bank Charges	96.50						227.08			323.58	138.00
Website / Online Scout Manager	877.99									877.99	1,166.78
Gift Aid	0.00									0.00	0.00
DVC Expenses	0.00									0.00	37.42
AGM Expenses	16.91									16.91	0.00
World Jamboree 2023 Payments	500.00									500.00	0.00
Admin Payments & Expenses	123.80									123.80	69.00
Sub total	32,983.20	0.00	0.00	0.00	0.00	0.00	227.08	1,258.40	0.00	33,210.28	24,954.03
EXPLORERS / NETWORK											
Explorers / Network activities	0.00									0.00	1693.40
Duke Of Edinburgh	0.00									0.00	0.00
Explorers - Other	0.00									0.00	116.00
Uniform / Badges	0.00									0.00	64.82
Network - Other	0.00									0.00	43.20
Sub total	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1917.42
OTHER EXPENSES											
St George's Day										0.00	0.00
Miscellaneous		49.50		679.89			34.80			764.19	0.00
Printing / Stationery										0.00	0.00
Scout Shop Payments							6,175.81			6,175.81	1095.25
Shop Discount payments to Groups							287.24			287.24	0.00
Sub total	0.00	49.50	0.00	679.89	0.00	0.00	6,497.85	0.00	0.00	7,227.24	1095.25
Asset and investment purchases, etc.	0.00	0.00								0.00	0.00
Total payments	32,983.20	49.50	0.00	679.89	0.00	0.00	6,724.93	1,258.40	0.00	40,437.52	27,966.70
Less Total Receipts	-39,011.20	-40.00	0.00	-730.00	0.00	0.00	-7,092.77	-2,984.00	-87.00	-46,960.97	-12886.14
Net Surplus / - Shortfall	6,028.00	-9.50	0.00	50.11	0.00	0.00	367.84	1,726.60	87.00	6,523.45	-15080.56
Cash & Bank Balances last yr. end	28,324.48	4,980.63	0.00	1,579.90	0.00	0.00	0.00		300.00	35,185.01	
Cash & Bank Balances @ 31/3/22	34,352.48	4,971.13	0.00	1,630.01	0.00	0.00	7,317.55		387.00	48,658.17	

Section B Statement of assets and liabilities at the end of the period 31/03/22


	This year General	Network Scouts	Explorer Unit Banstead	Explorer Unit Tadworth	Explorer Unit Downland	Explorer Unit Central	Shop Account	S A S U	This year total	Previous year total
Cash Funds										
Cash in hand							141.81		141.81	510.00
Bank Current Account-CAF	23,335.38						7,175.74		30,511.12	30,957.30
Bank Current Account-Lloyds	11,017.10	4,971.13						387.00	16,375.23	13,261.58
Bank Current account-TSB				1,630.01					1,630.01	1,579.90
									-	
Total cash funds	34,352.48	4,971.13	-	1,630.01	-	-	7,317.55	387.00	48,658.17	46,308.78
Other Monetary assets										
Gift Aid Claim 2021/22									-	
Subscriptions invoiced & outstanding	16,257.85		-						-	124.40
Van Account	16,257.85	-	-	-	-	-	-	-	-	124.40
Non monetary assets										
Scout Shop Badges / Uniforms							5,067.76		5,067.76	4,263.42
Park Farm Contents - as insured	78,000.00								78,000.00	78,000.00
Band equipment	5,000.00								5,000.00	5,000.00
									-	
	83,000.00	-	-	-	-	-	5,067.76	-	88,067.76	87,263.42
Liabilities										
Subscriptions not paid as at 31/03/22	21,000.00								-	
Expenses incurred but not invoiced	-								-	-
Other	-								-	-
	-								-	-
	21,000.00	-	-	-	-	-	-	-	-	-

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

Signature 
Name C. GRIFFITHS

Date

10/6/22

Signature 
Name S. C. PAYNE

10/6/22