

BRAINTREE DISTRICT SCOUT COUNCIL
Annual General Meeting

The Learning Village, Alec Hunter Academy, Stubbs Lane, Braintree, (Broadoak Suite)
Wednesday 26th June 2024
7.30 – 9pm
AGENDA

- 1. Introduction and welcome**
- 2. Apologies for absence**
- 3. Governance topics**
 - a. Approve the minutes of the Annual General Meeting held on 29 June 2023
 - b. Adopt the model constitution from Policy, Organisation and Rules (POR)
 - c. Note the District's financial year
 - d. Approve appointed and community members of the District Scout Council
 - e. Agree the number of members that may be appointed to the Trustee Board
 - f. Agree the quorum for future meetings of the District Scout Council (excluding this AGM)
- 4. Review of the previous year**
 - a. The District Lead Volunteer's review of Scouts
 - b. Receive and consider the Annual Report of the District Trustee Board, including the annual Statement of the Accounts
- 5. Making appointments**
 - a. Appoint the District Chair, following recommendation from the open selection process initiated by the District Trustee Board
 - b. Appoint the District Treasurer, following recommendation from the open selection process initiated by the District Trustee Board
 - c. Appoint members of the District Trustee Board, following recommendations from the open selection process initiated by the District Trustee Board
 - d. Appoint the Independent Examiner of accounts
 - e. Nominate representatives of the District Scout Council to represent the District on the County Scout Council
- 6. Closing remarks**

DISTRICT TRUSTEES REPORT

AGM 2024

This report provides an overview of the work of District Trustees for the year 2023.

The Trustee board meets quarterly, and its' role is strategic management of the districts activities in line with Charity Commission requirements and Scouting policy organisation and rules.

Membership

The district is made up of 12 groups, an Explorers section , Network section and adult support provision. Membership numbers and district structure at the January 2024 census is as follows.

- Total Youth Membership: 754
- Total Adult Membership: 236

Group Breakdown

- Number of Squirrel Drays: 2
- Number of Beaver Colonies: 14
- Number of Cub Packs: 14
- Number of Scout Troops: 11
- Number of Explorer Units: 5
- Young leader Units: 1

Key Observations

During this year 1 Squirrel Dray has opened.

Youth membership has increased by 3.3% compared to the previous year with notable growth in some groups.

Adult membership has increased by 9.8% compared to the previous year.

There is a notable need for additional adult leaders to support the growing number of groups.

Governance

District Trustees meet quarterly to review and discuss strategic management of the district and to provide advice and support to the operational team as required. In this first year of transformation we have been reviewing policy and procedure and developing structures to support the wider district

Property

The district holds some land and property including a campsite and these are all held within the Scout Trust Corporation. Condition and use are reviewed by the Trustee board.

Insurance

The districts insurance needs have been reviewed and trustees are satisfied the insurance cover is appropriate.

Training

Trustees are responsible for ensuring training is completed and maintained in line with POR requirements, this is managed through our local training manager. Overall district compliance with this requirement is good.

Safety

Safety is a standing item on the Trustees agenda, there have been no safety issues raised this year.

Policy and procedure

A range of policies and procedures are in place and during this year a risk register has been developed, and the following policies are to be agreed. Safety, privacy and data protection and equal opportunities.

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Finance

The financial position is reviewed at each meeting and audited accounts for the last financial year are issued with the papers for this meeting. The district is financially sound.

INDEPENDENT EXAMINER'S REPORTS TO THE TRUSTEES OF BRAINTREE DISTRICT SCOUTS FOR THE YEAR ENDED 31st DECEMBER 2023

I report on the accounts of the District for the year ended 31 December 2023 which comprise the Statement of Financial Activities, the Balance Sheet and related notes set out on page 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 charity'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 charity and the charity'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 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, and 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 no opinion is given as to whether the accounts present a 'true and fair' view and the 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

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2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Mrs A S Kaley
Chartered Accountant
Fisher Michael, The Old Grange, Warren Estate, Lordship Road, Writtle, Chelmsford, Essex, CM1
3WT

Date: 6 June 2024

DISTRICT TRUSTEES REPORT

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Braintree District Scouts Receipts and Payments Account



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Receipts and payments

	Year ended 31 December 2023			Year ended 31 December 2022
	Unrestricted funds	Restricted funds	Total funds	Total funds
Receipts	£	£	£	£
Donations, legacies and similar income				
Membership Subscriptions	29,798.00	0.00	29,798.00	26,415.00
Less: Membership Subscriptions Paid Onto Essex	-24,832.50	0.00	-24,832.50	-22,125.00
Net Membership Subscriptions Retained	4,965.50	0.00	4,965.50	4,290.00
Legacies	0.00	0.00	0.00	0.00
Gift Aid	786.73	0.00	786.73	455.21
Other Similar Income	3,789.54	0.00	3,789.54	0.00
Sub total	9,541.77	0.00	9,541.77	4,745.21
Grants				
Maintenance Grant	0.00	0.00	0.00	0.00
Other Grants	0.00	0.00	0.00	0.00
Sub total	0.00	0.00	0.00	0.00
Fundraising (gross)				
World Scout Jamboree	0.00	346.00	346.00	0.00
Detail 2	0.00	0.00	0.00	0.00
Detail 3	0.00	0.00	0.00	0.00
Other Fundraising Activities	115.28	0.00	115.28	0.00
Sub total	115.28	346.00	461.28	0.00
Investment income				
Bank Interest	0.10	0.00	0.10	0.01
Building Society Interest	0.00	0.00	0.00	0.00
The Scout Association Short Term Investment Service	0.00	0.00	0.00	0.00
Property Rent Income	0.00	0.00	0.00	0.00
Other investment income Closed Band Account	0.00	0.00	0.00	0.00
Sub total	0.10	0.00	0.10	0.01
Income from charitable activities				
District Events	13,050.00	0.00	13,050.00	1,120.00
Income from Badge Sales	133.00	0.00	133.00	20.00
Explorer Subscription	3,775.00	0.00	3,775.00	2,535.00
Explorer Activities	1,333.00	0.00	1,333.00	1,339.48
Explorer Camps	9,322.00	0.00	9,322.00	7,431.69
Miscellaneous Income	0.00	0.00	0.00	2,420.00
Sub total	27,613.00	0.00	27,613.00	14,866.17
Total Gross Income	37,270.15	346.00	37,616.15	19,611.39
Asset and investment sales, etc.	0.00	0.00	0.00	0
Total receipts	37,270.15	346.00	37,616.15	19,611.39

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Braintree District Scouts

Receipts and Payments Account



its

Receipts and payments

	Year ended 31 December 2023			Year ended 31 December 2022
	Unrestricted funds	Restricted funds	Total funds	Total funds
	£	£	£	£
Payments				
Charitable Payments				
Youth programme and activities	0.00	0.00	0.00	0
District Events	19,202.10	0.00	19,202.10	869.89
Explorer Events	606.75	0.00	606.75	1,004.63
Duke of Edinburgh Award Scheme	383.50	0.00	383.50	424
Explorer Rent	2,215.00	0.00	2,215.00	834.8
Badge Expenses	0.00	0.00	0.00	0
Online Scout Manager	2,474.24	0.00	2,474.24	2,164.88
Insurance	558.14	0.00	558.14	603.01
Repairs and Renewals	0.00	0.00	0.00	0
Materials and equipment	268.28	0.00	268.28	1504.24
Printing and photocopying	90.64	0.00	90.64	92.5
District Newsletter	0.00	0.00	0.00	0
Contribution to World Jamboree	0.00	0.00	0.00	2750
Explorer Uniforms	948.34	0.00	948.34	722.35
AGM and trustee expenses	112.41	0.00	112.41	129.73
Adult support and training	141.99	0.00	141.99	199
Miscellaneous	1,220.15	0.00	1,220.15	895.53
Explorer camps (including WSJ)	8,035.86	0.00	8,035.86	6,706.64
Sub total	36,257.40	0.00	36,257.40	18,901.20
Fundraising expenses				
Detail 1	0.00	0.00	0.00	0
Detail 2	0.00	0.00	0.00	0
Detail 3	0.00	0.00	0.00	0
Other fundraising costs	0.00	0.00	0.00	0
Sub total	0.00	0.00	0.00	0
Total Gross Expenditure	36,257.40	0.00	36,257.40	18,901.20
Asset and investment purchases, etc.	0.00	0.00	0.00	0
Total payments	36,257.40	0.00	36,257.40	18,901.20
Net of receipts/(payments)	1,012.75	346.00	1,358.75	710.19
Cash funds last year end	29,521.03	556.80	30,077.83	29,367.64
Cash funds this year end	30,533.78	902.80	31,436.58	30,077.83

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Statement of assets and liabilities at the end of the year

	Year ended 31 December 2023			Year ended 31 December 2022
	Unrestricted funds	Restricted funds	Total funds	Total funds
	£	£	£	£
Cash funds				
District Exec Barclays Bank current account	17,135.45	500.00	17,635.45	22,502.52
Badge Bank Account	0.00	0.00	0.00	0.00
Explorer Current account	10,467.29	0.00	10,467.29	9,975.56
Explorer GoCardless Account	0.00	0.00	0.00	0
Explorer 2nd Account	11.58	0.00	11.58	11.48
Explorer Majendie-Trinity A/C	4,572.62	0.00	4,572.62	
The Scout Association Short Term Investment Service	0.00	0.00	0.00	0
Cash/Floats	0.00	0.00	0.00	35
Total cash funds	32,186.94	500.00	32,686.94	32,524.56
Other monetary assets				
Tax claim	0.00	0.00	0.00	0.00
Debts due from the County/Area/District/Group	0.00	0.00	0.00	0.00
Insurance claim	0.00	0.00	0.00	0.00
Sub total	0.00	0.00	0.00	0.00
Investment assets				
Investment property - detail	0.00	0.00	0.00	0.00
Quoted investments	0.00	0.00	0.00	0.00
Other investments - detail	0.00	0.00	0.00	0.00
Sub total	0.00	0.00	0.00	0.00
Non monetary assets for charity's own use				
Badge stock	0.00	0.00	0.00	0.00
Shop stock	0.00	0.00	0.00	0.00
Other stock	0.00	0.00	0.00	0.00
Land and buildings	0.00	0.00	0.00	0.00
Motor vehicles	0.00	0.00	0.00	0.00
Scouting equipment, furniture etc.	0.00	0.00	0.00	0.00
Other	0.00	0.00	0.00	0.00
Sub total	0.00	0.00	0.00	0.00
Liabilities				
Accounts not yet paid	0.00	0.00	0.00	0.00
Expenses incurred but not invoiced	0.00	0.00	0.00	0.00
Subscriptions not yet paid	0.00	0.00	0.00	0.00
WSJ & NA payments to be transferred to Essex County Scouts	1,250.36	0.00	1,250.36	2,446.73
Other liabilities		0.00	0.00	0.00
Sub total	1,250.36	0.00	1,250.36	2,446.73

The above receipts and payments account and statement of assets and liabilities were approved by the Trustees on 21/6/24 and signed on their behalf by

Signature

[Handwritten signatures]

Print Name

David Whips	Chair Person
Gavin Wood	District Commissioner
Deborah Wood	Treasurer

DISTRICT TRUSTEES REPORT

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DISTRICT LEAD VOLUNTEER REPORT

Wow what a year it has been, Scouting is certainly alive in Braintree District we have seen young numbers grow by 5% yr on yr and adult volunteers grow by 9% yr on yr which is the first time we have seen growth in over 5 years of our volunteers. Thank you to all our new volunteers who have signed up in the last year. In July last year we held our first full District camp in 23 years with all sections and nearly all groups taking part, 450 young people and adults coming together at Skreens Park for a rather hot weekend of activities, fun and building of friendships.

During the year we have seen District badge days, activity days and camps in the different sections it was really good to come together with our adults for a new year afternoon tea at the start of 2024.

In the Autumn one of our neighbouring Districts Halstead and Colne Valley closed down, I was delighted we could welcome the teams in Gosfield and Castle Hedingham to join the District and I have enjoyed getting to know the teams in those groups and look forward to continuing to do so and supporting them in the year ahead. We also welcomed Majendie-Trinity Explorers into the District Explorers team.

As Halstead and Colne Valley closed, we were really pleased that they wanted Braintree District to take ownership of Twinstead camp site a lovely location between Halstead and Sudbury and free for groups to use offering a really affordable way for groups to offering camping experiences.

I have been amazed by the number of overnight experiences that groups have been offering our young people and love getting along a visiting as many as possible.

During the last 12 months we have opened Squirrels dreys in Rayne, 1st Braintree, Black Notley, Gt Notley and soon to be Coggeshall. It is a good way to grow membership for now and the future and brings new volunteers. It has been really good seeing Scouting developing so much in all groups with so much happening for our young people.

I want to thank all of our adult volunteers in whatever role you fulfil you are making a difference to young people lives and giving them skills for life. I am inspired in seeing the difference your work makes to young people and delighted to be a part of it.

I look forward to another year of progress in Braintree District

Gav

District Lead Volunteer

DISTRICT TRUSTEES REPORT

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DISTRICT REPORT 4-14 TEAM REPORT

This has been our first year in our new roles and we are still very much getting to grips with the transformation.

The Beavers had a successful Badge Day, at St Michaels Church House, covering their Safety Badge.

The Scouts had a back to basics camp at Danemead Scout Campsite.

The whole District joined in with a very successful camp at Skreens Park. Most Groups were represented, and a wide range of activities were run by us and the Skreens staff. This was the first District Camp for over 16 years, and it was great to see so many of our young people joining in and making new friends.

Future events include a Cub World Faith and International Badge Day on 12th October and a Beaver Badge Day on 19th October. These will both be held at St Michaels Church house as this is a central venue. I also hope to have our first District Squirrel meet up. This will likely be a Teddy Bears Picnic event with games and craft. Date and venue yet to be decided but hopefully September.

We hope to form a team to help organise these events but as always, will need the participation of packs and colonies to run successfully. Watch this space for meeting dates.

Leigh Calder and Clare Darch 4-14 Team Leaders

DISTRICT REPORT 14-24

Explorer Units

We now have 4 explorer units operating in the district since gaining Majendie-Trinity ESU from Halstead & Colne Valley district. All our units are currently providing an excellent programme on a weekly basis and engaging well in district events. We now have strong leadership teams across all of our units with Matt Barker stepping forward to assist Jody and Sam at 3 Rivers ESU and Bea Buckley taking on a leadership role at both Rebels ESU and Vortex ESU since aging out of the Explorer section themselves.

Network

Scout Network is operating in Braintree district and being driven by Patrick Abel our Scout Network Team Leader. Over the past year, they have held many events at which they have had a reasonable turn out, including a camp at Riffhams and an overnight stay at Black Notley.

Census

In 2024, our total explorer membership figure rose by 28% up to 85 explorer scouts across the district and network rose by 750% to 17 scout network members. This is extremely positive and shows that we are building our numbers as we continue to look to offer more and more scouting opportunities to our community.

Events

We have offered various different events to our members over the past year including District Camp at Skreens Park which was enjoyed by our members. We were also involved in the Remembrance Parade in Braintree town centre with the rest of the district and held a Christmas Sleepover at Belchamps Scout Activity Centre in December cooking the Explorers a full Christmas dinner. We ended 2023 taking over Colchester Leisure pool for an evening where we had all four of our Explorer units from the district represented. Braintree Explorers have also continued to offer Chill Out Camp each year having held this a couple of weeks ago. We also look forward to attending Essex Jamboree this summer, taking 44 of our Explorer Scouts to the event.

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Young Leaders

We have 27 active young leaders within the district all providing valuable support to the leadership teams across the district in younger sections. We continue to offer Young Leader training modules to help our Explorers in their Young Leader roles and hope to offer more of these training opportunities going forward.

Duke of Edinburgh Award

We have 29 members working towards their Duke of Edinburgh awards (16 bronze, 6 silver) and in the past year we have awarded 1 Silver awards and 1 Gold Award. We are arranging a bronze expedition to take place in September and are working towards plans to make silver and gold expeditions

I would finally like to take the opportunity to say a massive thank you to all of the adults who volunteer their time, effort and commitment to providing Scouting opportunities to the 14-24 age range within the district. Without these leaders, we would be nothing and their continuous hard work, ideas and enthusiasm makes them a pleasure to work with.

Jason Barnes 14-24 TEAM LEADER