



## **BRAINTREE DISTRICT SCOUT COUNCIL**

### **Annual General Meeting**

The Sports hall, Notley High School  
Sunday 27<sup>th</sup> April 2025  
1– 2pm  
**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 2024
  - 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 members of the District Trustee Board, following recommendations from the open selection process initiated by the District Trustee Board
  - c. Appoint the Independent Examiner of accounts.
  - d. Nominate representatives of the District Scout Council to represent the District on the County Scout Council
- 6. Closing remarks**

# DISTRICT TRUSTEES REPORT

## AGM 2025

This report provides an overview of the work of District Trustees for the year 2024.

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 10 groups, an Explorers section, Network section and adult support provision. Membership numbers and district structure at the January 2025 census is as follows.

- Total Youth Membership: 827
- Total Adult Membership: 240

#### **Group Breakdown**

- Number of Squirrel Dreys: 7
- 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 6 Squirrel Dreys have opened.

Youth membership has increased by 7.9 % compared to the previous year with notable growth in some groups.

Adult membership has increased by 1.7% compared to the previous year.

Squirrels grew 186%.

Beavers declined 3.8%.

Cubs grew 9.2%.

Scouts grew 1.6%.

Explorers grew 4.7%.

At census there were 146 young on waiting lists to join groups, this is a 20% reduction from 2024.

There is still need for additional adult leaders to support the growing number of groups. And young person demand.

### **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. During this year there has been focus on premises safety and the district camp site. 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. Sale of land held at Deanery Hill is almost complete, this land use is for the Sporting 77 football club building and has not been used for scouting for a number of years.

### **Insurance**

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

# DISTRICT TRUSTEES REPORT

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### **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. Transfer to the new membership platform has created some delay in access but the board is following up with those whose training has lapsed or is close to renewal.

### **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 maintained.

## DISTRICT TRUSTEES REPORT

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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.

# DISTRICT TRUSTEES REPORT

AGM 2025



## Braintree District Scouts Receipts and Payments Account



### Receipts and payments

	Year ended 31 December 2024			Year ended 31 December 2023
	Unrestricted funds	Restricted funds	Total funds	Total funds
	£	£	£	£
<b>Receipts</b>				
<b>Donations, legacies and similar income</b>				
Membership Subscriptions	34,263.00	0.00	34,263.00	29,798.00
Less: Membership Subscriptions Paid Onto Essex	-30,217.00	0.00	-30,217.00	-24,832.50
Net Membership Subscriptions Retained	4,046.00	0.00	4,046.00	4,965.50
Legacies	0.00	0.00	0.00	0.00
Gift Aid	1,108.96	0.00	1,108.96	786.73
Other Similar Income	365.75	7,600.00	7,965.75	3,789.54
<b>Sub total</b>	<b>5,520.71</b>	<b>7,600.00</b>	<b>13,120.71</b>	<b>9,541.77</b>
<b>Grants</b>				
Maintenance Grant	0.00	0.00	0.00	0.00
Other Grants	0.00	0.00	0.00	0.00
<b>Sub total</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Fundraising (gross)</b>				
World Scout Jamboree	0.00	0.00	0.00	346.00
Detail 2	0.00	0.00	0.00	0.00
Detail 3	0.00	0.00	0.00	0.00
Other Fundraising Activities	3,700.00	0.00	3,700.00	115.28
<b>Sub total</b>	<b>3,700.00</b>	<b>0.00</b>	<b>3,700.00</b>	<b>461.28</b>
<b>Investment income</b>				
Bank Interest	0.16	0.00	0.16	0.10
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
<b>Sub total</b>	<b>0.16</b>	<b>0.00</b>	<b>0.16</b>	<b>0.10</b>
<b>Income from charitable activities</b>				
District Events	492.40	0.00	492.40	13,050.00
Income from Badge Sales	118.25	0.00	118.25	133.00
Explorer Subscription	4,238.00	0.00	4,238.00	3,775.00
Explorer Activities	720.90	0.00	720.90	1,333.00
Explorer Camps	12,573.00	0.00	12,573.00	9,322.00
Miscellaneous Income	1,317.00	0.00	1,317.00	0.00
<b>Sub total</b>	<b>19,459.55</b>	<b>0.00</b>	<b>19,459.55</b>	<b>27,613.00</b>
<b>Total Gross Income</b>	<b>28,680.42</b>	<b>7,600.00</b>	<b>36,280.42</b>	<b>37,616.15</b>
<b>Asset and investment sales, etc.</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0</b>
<b>Total receipts</b>	<b>28,680.42</b>	<b>7,600.00</b>	<b>36,280.42</b>	<b>37,616.15</b>

The Restricted Funds in the accounts relate to the District Camp Site at Twinstead, which when transferred from Halstead And Colne Valley District these funds were restricted for the future running of Twinstead

# DISTRICT TRUSTEES REPORT

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## Braintree District Scouts Receipts and Payments Account



### Receipts and payments

	Year ended 31 December 2024			Year ended 31 December 2023
	Unrestricted funds	Restricted funds	Total funds	Total funds
	£	£	£	£
<b>Payments</b>				
<b>Charitable Payments</b>				
Youth programme and activities	0.00	0.00	0.00	0
District Events	866.55	0.00	866.55	19,202.10
Explorer Events	1,514.01	0.00	1,514.01	606.75
Duke of Edinburgh Award Scheme	168.00	0.00	168.00	383.5
Explorer Rent	1,246.50	0.00	1,246.50	2215
Badge Expenses	908.53	0.00	908.53	0
Online Scout Manager	2,456.83	0.00	2,456.83	2,474.24
Insurance	817.06	0.00	817.06	558.14
Repairs and Renewals	0.00	0.00	0.00	0
Materials and equipment	6,003.34	0.00	6,003.34	268.28
Printing and photocopying	0.00	0.00	0.00	90.64
District Newsletter	0.00	0.00	0.00	0
Contribution to World Jamboree	0.00	0.00	0.00	0
Explorer Uniforms	1,290.66	0.00	1,290.66	948.34
AGM and trustee expenses	241.39	0.00	241.39	112.41
Adult support and training	0.00	0.00	0.00	141.99
Miscellaneous	1,787.25	545.00	2,332.25	1220.15
Explorer camps (including WSJ)	15,099.70	902.80	16,002.50	8,035.86
<b>Sub total</b>	<b>32,399.82</b>	<b>1,447.80</b>	<b>33,847.62</b>	<b>36,257.40</b>
<b>Fundraising expenses</b>				
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
<b>Sub total</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0</b>
<b>Total Gross Expenditure</b>	<b>32,399.82</b>	<b>1,447.80</b>	<b>33,847.62</b>	<b>36,257.40</b>
<b>Asset and investment purchases, etc.</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0</b>
<b>Total payments</b>	<b>32,399.82</b>	<b>1,447.80</b>	<b>33,847.62</b>	<b>36,257.40</b>
<b>Net of receipts/(payments)</b>	<b>-3,719.40</b>	<b>6,152.20</b>	<b>2,432.80</b>	<b>1,358.75</b>
<b>Cash funds last year end</b>	<b>30,533.78</b>	<b>902.80</b>	<b>31,436.58</b>	<b>30,077.83</b>
<b>Cash funds this year end</b>	<b>26,814.38</b>	<b>7,055.00</b>	<b>33,869.38</b>	<b>31,436.58</b>



# DISTRICT TRUSTEES REPORT

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## Statement of assets and liabilities at the end of the year

	Year ended 31 December 2024			Year ended 31 December 2023
	Unrestricted funds	Restricted funds	Total funds	Total funds
	£	£	£	£
<b>Cash funds</b>				
District Exec Barclays Bank current account	14,819.06	7,555.00	22,374.06	17,635.45
Badge Bank Account	0.00	0.00	0.00	0.00
Explorer Current account	10,104.17	0.00	10,104.17	10,457.29
Explorer GoCardless Account	0.00	0.00	0.00	0
Explorer 2nd Account	11.74	0.00	11.74	11.58
Explorer Majendie-Trinity A/C	2,629.77	0.00	2,629.77	4572.62
The Scout Association Short Term Investment Service	0.00	0.00	0.00	0
Cash/Floats	0.00	0.00	0.00	0
<b>Total cash funds</b>	<b>27,564.74</b>	<b>7,555.00</b>	<b>35,119.74</b>	<b>32,686.94</b>
<b>Other monetary assets</b>				
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
<b>Sub total</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Investment assets</b>				
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
<b>Sub total</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Non monetary assets for charity's own use</b>				
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
<b>Sub total</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Liabilities</b>				
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	0.00	0.00	0.00	1,250.36
Other liabilities		0.00	0.00	0.00
<b>Sub total</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,250.36</b>

The above receipts and payments account and statement of assets and liabilities were approved by the Trustees on <sup>24</sup>xx April 2024 and signed on their behalf by

Signature

*M. Wood*

*Gavin Wood*

*Deborah Wood*

Print Name

David Whips	Chair Person
Gavin Wood	District Commissioner
Deborah Wood	Treasurer

## DISTRICT TRUSTEES REPORT

AGM 2025

# INDEPENDENT EXAMINER'S REPORTS TO THE TRUSTEES OF BRAINTREE DISTRICT SCOUTS FOR THE YEAR ENDED 31st DECEMBER 2024

I report on the accounts of the District for the year ended 31 December 2024 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:

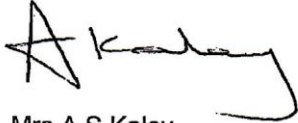
1. which gives me reasonable cause to believe that in, any material respect, the requirements
  - to keep accounting records in accordance with Section 130 of the Charities Act ;and
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act have not been met; or



## DISTRICT TRUSTEES REPORT

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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.

A handwritten signature in black ink, appearing to read 'A Kaley', with a stylized 'A' and a long horizontal stroke.

Mrs A S Kaley  
Xeinadin South East Limited, The Old Grange, Warren Estate, Lordship Road, Writtle, Chelmsford,  
Essex, CM1 3WT

Date: 23 April 2025

# DISTRICT TRUSTEES REPORT

AGM 2025

## DISTRICT LEAD VOLUNTEER REPORT

I am delighted with the progress of the district over the last year with growth in numbers of nearly 10% across Young People and Adult volunteers this compares with a national picture which has not seen growth in numbers over the last year. We have seen further expansion in our Squirrels section with further openings and we have seen 180% growth in the 12 months. We have also seen the reopening of a new Explorer unit based at Coggeshall and thanks go to the team at Coggeshall for stepping forward and making this happen. Thank you to all our new volunteers who have signed up in the last year. To all our new and existing members, we truly appreciate your time in giving the young people of Braintree District fun, friendship and skills for life

I have been amazed at the number of Nights Away which have happened across groups in the last 12 months, and I have loved getting out and about in visiting as many of these events as possible.

It has also been great to see the use of the District Camp Site at Twinstead being used and I encourage more sections to use it for evening activities and camps, for District groups it is free of charge to use.

During the year we have seen District badge days, and activity days in the different sections thank you to the programme team for making these possible. It was really good to come together with our adults for a new year afternoon tea at the start of 2025 and thanks again to Coggeshall in hosting this event.

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.

It has been a year of progress as the Scout Association continues to transform the volunteer experience, this has been seen especially with the change of structures and the introduction of a new membership system. This hasn't been as smooth as the Scout Association had hoped so thank you for bearing with us as we navigated through the changes, I am starting to see some real benefits of the new system in saving time and we will continue to support adults in the adoption of the new system as we go through the coming months

The Trustee Board governs the district and over the last year we have seen progress across our management of risk across the district and the management of some ongoing property changes, I want to thank the trustee board for their governance and support to the District.

I want to thank all our adult volunteers in whatever role you fulfil you are making a difference to young people.

I look forward to another year of progress in Braintree District

**Gav**

**District Lead Volunteer**

# DISTRICT TRUSTEES REPORT

## AGM 2025

### **DISTRICT REPORT 4-14 TEAM REPORT**

We are still very much getting to grips with the transformation, but have had a good year, especially for our younger sections.

We have started to hold regular termly meetings to plan events with leaders. These have been open to all volunteers and have had mixed attendance. They have been held on Tuesdays, at the start of each term. Volunteers can come together to share ideas and plan for upcoming District events and suggest new ones. It has been great for newer members to network with more experienced people and share programme ideas and resources.

We have had two very successful Squirrel events. The first was a Teddy Bears Picnic at Cressing Temple Barns. Squirrels took part in parachute games, circle games, story time and a hunt for bears in the walled garden. We also went exploring the site to look for old things, things made of wood and metal and things that were growing. We finished the morning by having a picnic on the lawn. This was well attended by three Dreys and parents, and had good feedback.

Our second event was a Pirate Morning in Black Notley. We had five Dreys attend and the Squirrels had a great time with boat making, an obstacle course, scavenger hunt, floating and sinking and chocolate banana boats on the fire. We had around 60 young people in attendance.

Our Beavers had a Money Skills Badge Day at St Michael's Church hall in October. This went fairly well but we could have had more bases as some of the older Beavers completed the tasks quickly. This would have worked better if more groups had supported the event. Nevertheless, the young people enjoyed playing shop, ordering coins, making a healthy meal, coin rubbing and other money related activities.

Cubs enjoyed another International Day, where they could work towards their World Faith and International Badges. It was a good event with activities including different countries, cultural games, Rangoli patterns, food tasting to name but a few. The young people had fun mixing with each other and making new friends from other Packs.

Future events include;

An activity session for each section, to be held at Prances over the weekend of 21-22/6,

District Camp at Skreens 4-6/7

Cub Environment and Communicator Badge Day on 12<sup>th</sup> October

Beaver Safety Badge Day on 19<sup>th</sup> October. These will both be held at Black Notley Village Hall.

There is also an adult skills weekend on 10-12/10, run by the County that is open to all to attend either a few sessions or the whole weekend. I think there is also a Scout Backwoods event in the planning stages for the Autumn, dates TBC.

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

**Leigh Calder and Clare Darch 4-14 Team Leaders**

# DISTRICT TRUSTEES REPORT

## AGM 2025

### **DISTRICT REPORT 14-24**

#### Explorer Units

For the second year running, we have opened a new Explorer unit within the district. This now takes our total number of units up to 5 and a massive thanks to Ian and Adam who have stepped forward to open this unit in Coggeshall. The new unit will be known as Seax ESU and we look forward to joining up with them at events in the future. Our other units continue to provide a great programme to our Explorer Scouts on a weekly basis.

#### Network

We still have a Scout network running in Braintree district, although network hasn't been as active over the last year as we would like. However, Patrick is always looking to encourage more activities and for new members to join to give this a much needed boost!

#### Census

In 2025, our total explorer membership figure rose by 4.7% up to 89 explorer scouts across the district and network dropped by 5.9% to 16 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

In June 2024 we held our usual chill out camp for the explorers, this time at Thriftwood giving the Explorers a chance to relax and have some fun with their friends. We attended Essex Jamboree last summer which we had a brilliant number of Explorers go to and all had an amazing time and made memories of a lifetime. We were also involved in the Remembrance Parade in Braintree town centre with the rest of the district. We ended the year with an ice skating session for all four of our Explorer units from the district represented. Braintree Explorers have also had members attend the county Voice camp in the last year.

#### Young Leaders

We have 26 active young leaders within the district all providing valuable support to the leadership teams across the

district in the younger sections. We continue to offer the Young Leader training modules to help our Explorers in their Young Leader roles and hope to offer more and more of these training opportunities going forward. Clare Darch has also stepped forward to help us manage our young leader processes and support our training offering. Thank you Clare.

#### Duke of Edinburgh Award

We have 24 members working towards their Duke of Edinburgh awards (14 bronze, 8 silver, 2 gold) and in the past year we have awarded 2 Bronze awards.

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**