

Trustees' Annual Report

For the period



From (start date)

0 1 0 4 2 0

to end date

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Section A

Reference and administration details

Charity name

Dorchester & West Dorset District Scout Council

Other names the charity is known by

DWD District Scouts

Registered charity number (if any)

1 0 3 9 8 3 3

HQ registration number

1 0 0 0 2 5 1 3

Charity's principal address

9 Stanier Road

Weymouth

Dorset

Postcode

D T 3 6 P D

Names of the charity trustees who manage the charity

	Trustee Name	Office (if any)	Dates acted if not for whole year
1	Mr Dave Hillier	District Commissioner	
2	Mr Andrew Prowse	Chairperson	
3	Mrs Jen Wraight	Treasurer	
4	Mrs Sue Rawles	Secretary	
5	Mrs Ruth Young		
6	Mrs Phillippa Davis	Appointments Sec.	
7	Mr David Ling	DDC	
8	Mrs Joy Edwards	YL Administrator	
9	Mr Jack Woodrow	DDC	
10	Mrs Gill Collier	DDC	
11	Mr Brian Cliffe	Asset Manager	
12	Mr P Jared Parkin		Sep-20
13	Mr Jeremy Edwards	DESC	Jan-21
14	Mr Sam Robins	Network	
15			

Names and addresses of advisers (optional information but encouraged as best practice)

Type of advisor	Name	Address

Section B**Structure, governance and management**

Description of the charity's trusts

Type of governing document

(e.g. trust deed, constitution)

The District's governing documents are those of the The Scout Association. They consist of a Royal Charter, which in turn gives authority to the Bye Laws of the Association and The Policy, Organisation and Rules of The Scout Association.

How the charity is constituted

(e.g. trust, association, company)

The District is a trust established under its rules which are common to all Scouts.

Trustee selection methods

(e.g. appointed by, elected by)

The Trustees are appointed in accordance with the Policy, Organisation and Rules of The Scout Association.

Additional governance issues (optional information but encouraged as best practice)

You may choose to include additional information, where relevant, about:

Policies and procedures adopted for:
a) the induction and training of trustees;
b) trustee' consideration of major risks and the systems and procedures to manage them

The District is managed by the District Executive Committee, the members of which are the 'Charity Trustees' of the Scout District which is an educational charity. As charity trustees they are responsible for complying with legislation applicable to charities. This includes the registration, keeping proper accounts and making returns to the Charity Commission as appropriate.

The Committee consists of 3 independent representatives, Chair, Treasurer and Secretary together with the District Commissioner, 3 Deputy District Commissioners and leader representation and meets every 2 months.

Members of the Executive Committee complete '*Essential Information for Executive Committee*' training within the first 5 months of joining the committee.

This District Executive Committee exists to support the District Commissioner in meeting the responsibilities of the appointments and is responsible for:

The maintenance of District property;

The raising of funds and the administration of District finance;

The insurance of persons, property and equipment;
District public occasions;

Assisting in the recruitment of leaders and other adult support;

Appointing any sub committees that may be required;

Appointing District Administrators and Advisors other than those who are elected.

Section B**Structure, governance and management (continued)****Risk and Internal Control**

The District Executive Committee has identified the major risks to which they believe the District is exposed, these have been reviewed and systems have been established to mitigate against them. The main areas of concern that have been identified are:

Damage to the building, property and equipment. The District would request the use of buildings, property and equipment from groups within the District. Similar reciprocal arrangements exist with these organisations. The District has sufficient buildings and contents insurance in place to mitigate against permanent loss.

Injury to leaders, helpers, supporters and members. The District through the capitation fees contributes to the Scout Associations national accident insurance policy. Risk Assessments are undertaken before all activities.

Reduced income from fund raising. The District is primarily reliant upon income from fundraising. The District does hold a reserve to ensure the continuity of activities should there be a major reduction in income. The Committee could raise subscriptions to increase the income to the District on an ongoing basis, either temporarily or permanently.

Reduction or loss of volunteers. The District is totally reliant upon volunteers to run and administer the activities of the District. Activities, in particular Fundraising activities, would have to be reduced or curtailed until more volunteers could be recruited.

The District has in place systems of internal controls that are designed to provide reasonable assurance against material mismanagement or loss, these include 2 signatories for all payments, including online banking, and comprehensive insurance policies to ensure that insurable risks are covered.

Section C	Objectives and activities
Summary of the objects of the charity set out in its governing document	<p>The Purpose of Scouting Scouting exists to actively engage and support young people in their personal development, empowering them to make a positive contribution to society.</p> <p>The Values of Scouting As Scouts we are guided by these values: Integrity - We act with integrity; we are honest, trustworthy and loyal. Respect - We have self-respect and respect for others. Care - We support others and take care of the world in which we live. Belief - We explore our faiths, beliefs and attitudes. Co-operation - We make a positive difference; we co-operate with others and make friends.</p> <p>The Scout Method Scouting takes place when young people, in partnership with adults, work together based on the values of Scouting and: - enjoy what they are doing and have fun - take part in activities indoors and outdoors - learn by doing - share in spiritual reflection - take responsibility and make choices - undertake new and challenging activities - make and live by their Promise.</p>
Summary of the main activities in relation to these objects	
Additional details of the objectives and activities (optional information but encouraged as best practice)	
<p>You may choose to include further statements, where relevant, about:</p> <ul style="list-style-type: none"> • policy on grantmaking; • contribution made by volunteers; • policy on investments. 	
Public benefit statement	<p>The District meets the Charity Commission's public benefit criteria under both the advancement of education and the advancement of citizenship or community development headings.</p>

Section D**Achievements and performance**

Summary of the main achievements of the charity during the year

District activities have not been possible this year due to pandemic. Thanks to the leaders for all the organisation of online meetings.

Section E**Financial Review**

Brief statement of the charity's policy on reserves

Reserves Policy

The District's policy on reserves is to hold sufficient resources to continue the charitable activities of the District should income and fundraising activities fall short. The District Executive Committee considers that the group should hold a sum equivalent to 24 months running costs, circa £16000.

The District holds reserves of approximately £25,000 against this at year end. This is above the level required for operating expenses. However this can be explained by holding deposits for particular projects - e.g. supporting groups which need financial support and the improvement of campsites managed by the District.

Quantify and explain any designations

£75,000 (from the sale of the old HQ) is to be held in a notice savings account until required to build a new District HQ later in the year.

Details of any funds materially in deficit (circumstances plus steps to eliminate)

Further financial review details (optional information)

You **may choose** to include additional information, where relevant, about:

- the charity's principal sources of funds (including any fundraising);

As it was not possible to run the ScoutPost in 2020 the reserve funds were used to support the payment of annual capitation. However several charitable grants were awarded to the District to enable the construction and fitting out of a new HQ building at the Scoutland camp site.

- investment policy and objectives

The District's Income and Expenditure is small and as a consequence does not have sufficient funds to invest in longer-term investments such as stocks and shares. The District therefore adopted a low risk strategy to the investment of its funds. All funds are held in cash using only mainstream banks and building societies. The District Executive regularly monitors the levels of bank balances and the interest rates received to ensure the group obtains maximum value and income from its banking arrangements. Occasionally this may involve using an account that requires a period of notice before funds may be withdrawn, before doing so the District Executive considers the cash flow requirements.

- how expenditure has supported the key objectives of the charity;

The new building will become the home of 1st Beaminster Scout Group and will welcome other scout and guide groups to camp with enhanced facilities.

Section F

Other Optional Information

Plans for future periods (details of any significant activities planned to achieve them)

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Section G

Declaration

The trustees declare that they have approved the trustees' report above

Signed on behalf of the charity's trustees

Signature(s)

	
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Full name(s)

Andrew Prowse	Jennifer Wraight
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Position (eg Secretary, Chair)

District Chair	Treasurer
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Date

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Dorchester & West Dorset District Scout Council

Receipts and Payments Account



For the year from	01/04/2020	To	31/03/2021
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Receipts and payments

Receipts	District Account £	Explorer Accounts £	2020/21 Total funds £	2019/20 Total funds £
Donations, legacies and similar income				
Membership subscriptions	28,141	2,848	30,989	30,357
Less: Membership subscriptions paid on (National/County/Area/District)	- 31,212	- 3,210	- 34,422	- 31,612
Net membership subscriptions retained	- 3,071	- 362	- 3,433	- 1,255
Donations	40	217	257	636
Grants	32,181		32,181	-
Gift Aid	967		967	1,801
Sundries		30	30	1,377
Sub total	30,117	- 115	30,002	2,559
Badges	1,451		1,451	3,793
Development/Group Support			-	490
District				
Network				
International	400			
Young Leaders	180		180	1,010
Youth Programme & Activities	4,122	7,107	11,229	27,094
Rent income from Campsites	440		440	14,338
Closure of groups/Sale of Property	100,000		100,000	16,277
Sub total	106,593	7,107	113,700	63,288
Fundraising (gross)				
100 Club	780		780	732
Scout Post	515		515	6,772
Cash4Coins			-	407
Curry Lunch	-		-	-
Explorer			-	30
Sub total	1,295	-	1,295	7,941
Investment income				
Bank /Building Society Interest			-	-
Closure of CAF current a/c	5,153			
CAF 12 month Saver			-	307
Sub total	5,153	-	5,153	307
Total Gross Income	143,158	6,992	150,150	74,095
Total receipts	143,158	6,992	150,150	74,095

Dorchester & West Dorset District Scout Council

Receipts and Payments Account

For the year
from

01/04/2020

To

31/03/2021

Receipts and payments

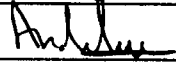

Payments	District Account £	Explorer Accounts £	2020/21 Total funds £	2019/20 Total funds £
Charitable Payments				
Youth programme and activities	8,709	2,266	10,975	29,127
Development/Group Support	16		16	1,460
Adult support and training			-	275
BJC Campsite	4,688		4,688	7,500
Scoutland	31,240		31,240	857
Little Britain	860		860	416
Insurance	467	88	555	277
Repairs and Renewals	20		20	1,209
Licence & Professional Fees	208		208	1,576
District Admin	468		468	814
Trustee Expenses	364		364	
Charity Donations (from collections)			-	261
Sundry District/Unit Payments	100		100	631
District Events- St Georges Day - AGM			-	832
Badges	625		625	4,958
Young Leaders	60		60	235
Network			-	103
SAS			-	18
Equipment				
Out of District Activities + International			-	-
Sub total	47,825	2,354	50,179	52,042
Fundraising expenses				
100 Club	342		342	270
Scout Post	88		88	1,060
Cash4Coins			-	163
Curry Lunch			-	-
Sub total	430	-	430	1,493
Total Gross Expenditure	48,255	2,354	50,809	53,535
Transfer to Other Account	5,000		5,000	17,881
Total payments	53,255	2,354	55,609	71,416
Net of receipts/(payments)	89,903	4,638	94,541	2,679
Transfers between funds				
Cash funds last year end	60,863	6,393	67,256	64,548
Cash funds this year end	150,767	11,032	161,799	66,835

Statement of assets and liabilities at the end of the year

	District £	Explorer £	2020/21 Total funds £	2019/20 Total funds £
Cash funds				
Bank current account	150,767	11,032	161,799	66,835
Bank deposit account				-
CAF Savings Account	41,776		41,776	41,776
The Scout Association Short Term Investment Service	-		-	
Cash/Floats			-	-
Total cash funds	192,543	11,032	203,575	108,611
Other monetary assets				
Tax claim			-	-
Debts due from the County/Area/District/Group	346		346	5,457
Insurance claim			-	-
Sub total	346	-	346	5,457
Investment assets				
Investment property - detail			-	-
Other investments - detail			-	-
Sub total	-	-	-	-
Non monetary assets for charity's own use				
Badge stock	4,202		4,202	3,971
Shop stock			-	-
Other stock			-	-
Land and buildings	175,000		175,000	175,000
Motor vehicles			-	-
Scouting equipment, furniture etc	5,250	1,000	6,250	6,250
Other			-	-
Sub total	184,452	1,000	185,452	185,221
Liabilities				
Accounts not yet paid			-	-
Expenses incurred but not invoiced			-	-
Subscriptions not yet paid	23,897	346	24,243	33,104
Loan - detail			-	-
Other liabilities			-	-
Sub total	23,897	346	24,243	33,104

Contingent liabilities and future obligations

The above receipts and payments account and statement of assets and liabilities were approved by the Trustees on 17/06/2021 and signed on their behalf by

Signature	Print Name
	Andrew Prowse Chair
	Jen Wraight Treasurer

Independent Examiner's Report to the Trustees of the

DORCHESTER & WEST DORSET SCOUT DISTRICT SCOUT COUNCIL

Charity No. 1039833

I report on the accounts of the District for the year ended**31.03.2021** which comprise the Statement of Financial Activities, the Balance Sheet and related notes.

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.

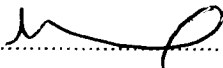
Independent Examiner's statement

In connection with my examination, no matter has come to my attention (other than that disclosed below *):

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:  STEPHEN HARLEY

Qualification: BANK MANAGER (RETIRED)

Address: FLAT 3, 35 PRESTON ROAD

WEYMOUTH DORSET

Date: 30/4/21