

# Trustees' Annual Report

For the period

From (start date) 

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 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

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

(These will be published in the annual report of the charity and the Charity Register if reporting for a Registered Charity with a charity regulator)

	Trustee Name	Office (if any)	Dates acted if not for whole year
1	Mr David Hillier	District Commissioner	
2	Mr Jonathan Cunliffe	District Chair	
3	Mrs Jen Wraight	District Treasurer	
4	Mr P Jared Parkin	Support Team Lead	
5	Mr David Ling	DDC	
6	Mrs Phillipa Davis	Trustee	
7	Ms Jessica St BarbeBaker	Youth Commissioner	
8	Mr Frederick Mackey	Youth Commissioner	
9	Mrs Emma Wellman	Programme Team Lead	Jan 01 2024
10	Mr Mark Wellman	Programme Team Lead	Jan 01 2024
11	Mr Jeremy Edwards	Volunteer Team Lead	Jan 01 2024
12			
13			
14			
15			

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

(These will be published in the annual report of the charity)

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:

The District is managed by the District Trustee Board, 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.

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

Trustees complete 'Essential Information for Committee' and Safety training within the first 5 months of joining the Trustee Board.

This District Trustee Board 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 Group Administrators and Advisors other than those who are elected.

**Section B****Structure, governance and management (continued)**

Risk and Internal Control

The District Trustee Board 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 neighbouring organisations such as the church, community centre and other Scout Districts. 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 subscriptions and 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 the value of subscriptions to increase the income to the District on an ongoing basis, either temporarily or permanently.

Reduction or loss of leaders. The District is totally reliant upon volunteers to run and administer the activities of the District. If there was a reduction in the number of leaders to an unacceptable level in a particular section or the District as a whole then there would have to be a contraction, consolidation or closure of a section. In the worst case scenario the complete closure of the District.

Reduction or loss of members. The District provides activities for all young people aged 4 to 18. If there was a reduction in membership in a particular section or the District as whole then there would have to be a contraction, consolidation or closure of a section. In the worst case scenario the complete closure of the District.

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 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><b>The Purpose of Scouting</b> Scouting exists to actively engage and support young people in their personal development, empowering them to make a positive contribution to society.</p> <p><b>The Values of Scouting</b> As Scouts we are guided by these values:</p> <p><b>Integrity</b> - We act with integrity; we are honest, trustworthy and loyal.</p> <p><b>Respect</b> - We have self-respect and respect for others.</p> <p><b>Care</b> - We support others and take care of the world in which we live.</p> <p><b>Belief</b> - We explore our faiths, beliefs and attitudes.</p> <p><b>Co-operation</b> - We make a positive difference; we co-operate with others and make friends.</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.

Summary of the main activities in relation to these objects

Additional details of the objectives and activities (optional information but encouraged as best practice)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- contribution made by volunteers;
- policy on investments.

Public benefit statement

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.

## Section D

### Achievements and performance

Summary of the main achievements of the charity during the year

## Section E

### Financial Review

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 Trustee Board considers that the District should hold a sum equivalent to 24 months running costs, circa £24000.

The District held reserves of approximately £100,000 against this at year end. This is above the level required for operating expenses. However this is to provide funding for the development of the facilities at our other Camp Site - BrownJohn's Copse.

Quantify and explain any designations

The District held reserves of approximately £100,000 against this at year end. This is above the level/below required for operating expenses. However this is to provide funding for a new building - providing indoor accommodation at our campsite in Crossways.

Quantify and explain any designations

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);

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 Group has therefore adopted a low risk strategy to the investment of its funds. All funds are held in cash using only mainstream banks or building societies or The Scout Association's Short Term Investment Service.

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

The District Executive regularly monitors the levels of bank balances and the interest rates received to ensure the District 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. The main objectives for the coming year is to provide the indoor accommodation at Crossways. This will be a self-build by our volunteers.

- investment policy and objectives;

Section F	Other Optional Information
Plans for future periods (details of any significant activities planned to achieve them)	
Section G	Declaration

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

Signed on behalf of the charity's trustees

Signature(s)

Full name(s)

JONATHAN CURRAN JENNIFER WRAIGHT

Position (eg Secretary, Chair)

CHAIR. TREASURER

Date

10/10/14

## Dorchester & West Dorset District Scout Council Receipts and Payments Account



For the year from	01/04/2023	To	31/03/2024
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Receipts	District Account £	Explorer Account £	2023/24 Total funds £	2022/23 Total funds £
<b>Donations, legacies and similar income</b>				
Membership subscriptions	22,527	2,638	25,165	32,396
Donations	275		275	1,127
Grants + col			-	12,929
Gift Aid +VAT reclaimed	2,400		2,400	6,358
Sundries			-	940
<b>Sub total</b>	<b>25,202</b>	<b>2,638</b>	<b>27,840</b>	<b>53,750</b>
Badges	4,389		4,389	3,506
Development/Group Support			-	-
District			-	-
International			-	-
Young Leaders/Explorers			-	45
Youth Programme & Activities	7,005	13,370	20,375	19,052
Rent income from Campsites	12,444		12,444	6,213
Savings Account Transfer	62,724		62,724	15000
<b>Sub total</b>	<b>86,562</b>	<b>13,370</b>	<b>99,932</b>	<b>43,816</b>
<b>Fundraising (gross)</b>			-	-
100 Club	798		798	885
Scout Post			-	6,619
Explorer			-	-
<b>Sub total</b>	<b>798</b>	<b>-</b>	<b>798</b>	<b>7,504</b>
<b>Investment income</b>			-	-
Bank /Building Society Interest	12,138		12,138	-
			-	-
<b>Sub total</b>	<b>12,138</b>	<b>-</b>	<b>12,138</b>	<b>-</b>
			-	-
<b>Total Gross Income</b>	<b>124,700</b>	<b>16,008</b>	<b>140,708</b>	<b>105,070</b>

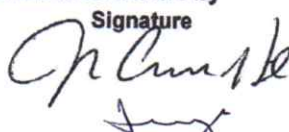
**Dorchester & West Dorset District Scout Council**  
**Receipts and Payments Account**

	For the year from		01/04/2023	To	31/03/2024	
<b>Payments</b>	<b>District Account</b>	<b>Explorer Accounts</b>			<b>2023/24</b>	<b>2022/23</b>
	£	£			Total funds £	Total funds £
<b>Charitable Payments</b>						
Membership subscriptions paid on (National/County/Area/District)	30,866	1,838			32,704	31,390
Youth programme and activities	7,406	10,023			17,429	25,395
Deveolpment/Group Support					-	4,480
Adult support and training					-	-
BJC Campsite	4,064				4,064	4,744
Scoutland	2,785				2,785	1,217
Insurance	1,652				1,652	247
Repairs and Renewals					-	-
Licence & Professional Fees	125				125	2,249
District Admin	193				193	1,248
Trustee Expenses					-	126
Charity Donations (from collections)					-	-
Sundry District/Unit Payments	319				319	886
District Events- St Georges Day - AGM					-	-
Badges	4,068				4,068	4,570
Young Leaders	44				44	-
SAS						21
Equipment					-	-
Out of District Activities + International	230				230	-
<b>Sub total</b>	<b>51,752</b>	<b>11,861</b>			<b>63,613</b>	<b>76,573</b>
<b>Fundraising expenses</b>					-	-
100 Club	345				345	384
Scout Post	103				103	1,636
<b>Sub total</b>	<b>448</b>	<b>-</b>			<b>448</b>	<b>2,020</b>
					-	-
<b>Total Gross Expenditure</b>	<b>52,200</b>	<b>11,861</b>			<b>64,061</b>	<b>78,593</b>
					-	-
<b>Transfer to Savings Account</b>					-	-
					-	-
<b>Total payments</b>	<b>52,200</b>	<b>11,861</b>			<b>64,061</b>	<b>78,593</b>
					-	-
<b>Net of receipts/(payments)</b>	<b>72,500</b>	<b>4,147</b>			<b>76,647</b>	<b>26,477</b>
<b>Transfers between funds</b>					-	-
<b>Cash funds last year end</b>	<b>78,175</b>	<b>5,093</b>			<b>83,268</b>	<b>56,790</b>
<b>Cash funds this year end</b>	<b>150,675</b>	<b>9,240</b>			<b>159,915</b>	<b>83,268</b>

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

			2023/24	2022/23
	District £	Explorer £	Total funds £	Total funds £
<b>Cash funds</b>				
Bank current account	150,681	9,240	159,921	83,268
Bank deposit account	-	-		-
CAF Savings Account	-			12,054
Monmouth Building Society	-			60,431
Cash/Floats	-	-		-
<b>Total cash funds</b>	<b>150,681</b>	<b>9,240</b>	<b>159,921</b>	<b>155,753</b>
<b>Other monetary assets</b>				
Tax claim - VAT				4,196
Debts due from the County/Area/District/Group				-
Insurance claim				-
<b>Sub total</b>	<b>-</b>	<b>-</b>		<b>4,196</b>
<b>Investment assets</b>				
Investment property - detail				-
Other investments - detail				-
<b>Sub total</b>	<b>-</b>	<b>-</b>		<b>-</b>
<b>Non monetary assets for charity's own use</b>				
Badge stock	5,481		5,481	5,174
Shop stock				-
Other stock				-
Land and buildings	350,000		350,000	350,000
Motor vehicles				-
Scouting equipment, furniture etc	5,250		5,250	6,250
Other				-
<b>Sub total</b>	<b>360,731</b>	<b>-</b>	<b>360,731</b>	<b>361,424</b>
<b>Liabilities</b>				
Accounts not yet paid				-
Expenses incurred but not invoiced				-
Subscriptions not yet paid	29,762	-	29,762	30,866
Loan - detail				-
Other liabilities				-
<b>Sub total</b>	<b>29,762</b>	<b>-</b>	<b>29,762</b>	<b>30,866</b>

The above receipts and payments account and statement of assets and liabilities were approved by the Trustees on 30.06.24 and signed on their behalf by

Signature  


Print Name  
 Jonathan Cunliffe Chair  
 Jen Wraight Treasurer

# Independent Examiner's Report to the Trustees of Dorchester & West Dorset District Scout Council

Charity Number 1039833

I report to the trustees on my examination of the accounts of the Dorchester & West Dorset District Scout Council for the year ended 31.03,2024

## Responsibilities and basis of report

As the charity trustees of the Dorchester & West Dorset District Scout Council 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 Dorchester & West Dorset District Scout Council accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all 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 in connection with the examination giving me cause to believe that in any material respect: accounting records were not kept in respect of the Dorchester & West Dorset District Scout Council

1. as required by section 130 of the Act; or
2. the accounts do not accord with those records.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Signed:



Name: STEPHEN HARLEY  
BANK MANAGER (RETIRED)

Relevant professional qualification or membership of professional bodies (if any):

Address: FLAT 2 35 PRESTON ROAD WEYMOUTH DORSET

Date: 30.4.24