

Trustees' Annual Report for the period

From 1st April 2023 to 31st March 2024

Reference and Administrative details

Charity name: York Minster District Scout Council

Charity registration number: 1042887

HQ registration number: 16422

Charity's principal address: 75 St. Aelreds Mews
York, YO31 0RW

Names of the charity trustees who manage the charity

Trustee name	Office (if any)	Dates acted if not whole year
Vacant	Chair	
David McDowell	District Lead Volunteer	
N/A	Secretary	
Deborah Watson	Treasurer	
Cleo Duke		
Harry Pomfret		
David Ingledew		
Adrian Pomfret		
Gerald Snowden		

Names and addresses of advisers

Type of adviser	Name	Address
Independent Examiner	Graeme Taylor	
Website host/maintenance	HCI	

Structure, governance and management

Type of governing document

The District's governing documents are those of 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

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

Trustee selection methods

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

Management

The District is managed by the District Trustee Board, the members of which are the 'Charity Trustees' of the 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 Trustee Board comprises the Chair and Treasurer, District Lead Volunteer and individuals nominated and elected at the Annual General Meeting.

This Trustee Board exists to make sure the charity is well-managed, risks are assessed and mitigated, buildings and equipment are in good working order, and everyone follows legal requirements and the organisation's policies and rules. Their support helps other volunteers run high-quality and safe programmes that gives young people skills for life.

Risk and internal controls

The 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 principal areas of concern that have been identified are:

- Injury to leaders, helpers, supporters and members. The District through the capitation fees contributes to The Scout Association's national accident insurance policy. Risk assessments are undertaken before all activities.
- Reduced income from capitation because of decreased membership. The District is primarily reliant upon income from capitation, but holds a reserve to ensure the continuity of activities should there be a major reduction in income. The Committee could raise the value of capitation to increase income 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 there would be a contraction, consolidation or closure of a section or Group.
- The District has in place systems of internal controls that are designed to provide reasonable assurance against material mismanagement or loss, these include two

signatories for all payments and insurance cover to ensure that insurable risks are covered.

Objectives and Activities

Summary of the purposes of the charity as set out in its governing document

1. 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.

2. 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.

3. 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 those purposes

The charity continues to face challenges, in terms of adult volunteer recruitment and retention; however, it has been able to provide the level of Scouting activities required to meet the purposes and objectives of the charity.

There have been changes in the overall structure, in some part due to natural changes / people stepping down and in part due to the transition aligned to the Scout Association Transformation Programme. The key roles that have been filled / changes that have been made are:

- District Lead Volunteer (formerly DC - District Commissioner: David McDowell

- Deputy District Commissioners (DDCs): Nathan Bargate and Matthew Larkin stepped down. This role no longer exists.
- District Programme Team Leader (formerly DDC): David Ingledew
- 14-24 Team Leader – was District Scout Network Commissioner: Harry Pomfret
- District Support Team Leader: Ashleigh Greenwood-McDowell
- District Volunteer Development Team Leader: vacant
- Group Lead Volunteers (formerly GSLs) are members of the District (operational) Leadership Team -
 - 1st Clifton Sea Scouts, Tony Hale
 - 1st Heworth, Neil Ballantyne
 - 1st Huntington, Michael Leadbetter
 - 2nd Haxby & Wigginton, Alan How
 - 2nd St Hilda's, David McDowell (acting)
 - 2nd St Thomas', Jo Wareham
 - Clifton Methodist, Brad Burrell
 - Christchurch, David Ingledew (acting)
 - Lord Mayors Own, Dave Petty
 - Osbaldwick & Murton, David McDowell (acting)
 - Stockton on the forest – Carley Ray
 - Strensall, Matthew Larkin
 - York Garrison, Derick Mollan

In January, the census showed us having 606 Young People and 208 Adult Volunteers. By June, according to OSM, we had 684 young people registered and Compass was showing a total of 255 Adult Volunteers.

YP	Jan 2020	Jan 2021	Jan 2022	Jan 2023	Jan 2024	Jun 2024
Total	714	451	499	595	606	684
Change	+13	-263	+48	+6	+11	+78
% change	+1.9%	-36.8%	+10.6%	+19.2%	+1.8%	+12.9%
Adults	Jan 2020	Jan 2021	Jan 2022	Jan 2023	Jan 2024	Jun 2024
Total	230	212	164	199	208	255
Change	-45	-18	-48	+35	+9	+47
% change	-16.4%	-7.8%	-22.6%	+21.3%	+4.5%	+22.6%

Compliance (mandatory training and DBS) - the District has managed to hit 100% compliance and generally maintain this.

The District has three active Explorer Units – Apollo, Enterprise and Phoenix; there have been discussions about delegating responsibility for ESUs from District to individual Groups: Apollo and Enterprise already have strong relationships with 1st Clifton and 1st Huntington respectively.

As part of the transformation, Group Scout Leaders, now 'Group Lead Volunteers' are part of the District Leadership Team responsible for running the District, with oversight from the District Trustee Board.

The Group meets the Charity Commission's public benefit criteria under both the advancement of education and the advancement of citizenship or community development headings.

Achievements and Performance

SQUIRRELS

We now have two Squirrel Dreys in the District with 1st Heworth opening one in January. Both the Lord Mayors Own and 1st Heworth Dreys are running at capacity and have waiting lists.

BEAVERS

Thank you to Jackie Allenby (2nd St Hilda's), Elyce Lamb and Tracie Steeley (1st Clifton) and Cleo Duke (1st Heworth) for organising and running the Minster District Beaver activities over the last year.

Four of our colonies took part in the North Yorkshire County Beaver Damboree, held at Askham Bryan College in June 2023. Activities included a visit to the Wildlife Park, doing experiments, archery, tree climbing, mini trampolines, problem solving games, bottle rockets, and toasting marshmallows; to name but a few. In December, we held a Christmas Party and the Beavers came in fancy dress. Everyone enjoyed the magic show by Professor Dan and had a great time. At our sleepover in March Beavers made a woolly octopus and tried soft archery. Thank you to the Young Leaders from 1st Clifton and 1st Heworth for their help and hard work organising and running the activities. We had a full coach plus a minibus for our summer trip to Eureka! The National Children's Museum in Halifax.

This year we have had several Beavers that have earned their Chief Scouts Bronze Award, with many more well on the way to completion.

CUBS

No report received.

SCOUTS

No report received.

EXPLORERS

This year, our District Explorer Scout sections have shown remarkable engagement and growth. Enterprise, while not having any notable activities to report on, has seen a positive increase in membership, welcoming one new young person. Phoenix has had an eventful year, maintaining a steady number of young people while participating in a variety of exciting activities, including scuba diving, air rifle shooting, hiking, and camping. Additionally, they have contributed to the community through various service projects. Impressively, all members are on track for their Platinum Awards, with the expedition scheduled for early September. Apollo has had several changes of leadership however despite this, numbers have remained constant at 16-18. Apollo successfully attended Dragnet, Escape, Race the Sun and Ignite. Five achieved Platinum Awards, two have completed Silver DofE with Scouting and are very close to Diamond Awards with a further two completing their Gold DofE with Scouting. Several are aspiring to achieve the Kings Scout Award over the next 12 months. All Explorer units have a portion of their young people attending Larkin Jamboree, with some attending as part of the Youth Media Team. It is great to see that our Explorers are giving back to Scouting and developing their skills as Young Leaders across Minster and Ebor. Overall, it has been a successful year with promising growth and achievements across all sections.

NETWORK

Our District Scout Network section has demonstrated remarkable consistency and enthusiasm by completing a diverse range of activities, meeting once a month. These activities included hikes, international cooking nights, and various adventurous pursuits, showcasing the members' versatility and eagerness to explore new experiences. A highlight of the year was attending the Network Unite camp at Snowball Plantation, where they engaged with Network members from other nearby districts, fostering shared learning and experiences. The section has continued its strong collaboration with Ebor District, running a joint programme that spans the entire city as they have done in previous years. Although the section experienced a decrease in numbers following the census, now standing at ten members, all remaining members have shown active participation, ensuring the section remains vibrant and dynamic.

St GEORGE'S DAY

No report received.

CHIEF SCOUTS AWARDS EVENING

No report received.

PLANS FOR THE FUTURE

The District remains committed to delivering against the same 3 key priorities that were included in last year's, which it seeks to achieve over the next 2-3 years.

1. Young People First

Ensuring we remember to put young people at the heart of everything we do. There are plans to recruit a new Youth Commissioner to take this forward with support from all members of the District. We want to see growth in all areas but particularly in our 14-24 provision (Explorers and Network); focus on the upper age groups will hopefully help to build our Young Leader programme and feed our ambition to recruit more adult volunteers.

2. Recruitment and Retention of Adult Volunteers

We aim not only to increase the number of Adult Volunteers but ensure that they all feel welcomed, supported and valued, and that they have fun, whilst gaining new skills. Clearly, Scouts exists for young people, and we are keen to put "Young People First" but it is also important that our adult volunteers have an exceptional experience, during their Scouting journey; however long or short that might be. We will look at making improvements in the Appointments process, Training, Recognition/Rewards (including Awards), accessible resources, better communications and making support readily available and easily accessible.

3. Community Engagement and support

As a District, we want to raise our profile and improve our messaging; connecting with local people, York businesses, other voluntary organisations and social enterprises, and developing relationships to benefit all. For instance, many companies have Corporate Social Responsibility policies and local Scouting is a great way to deliver on these – from supporting staff to volunteer to sponsorship and help with funding or delivering specific projects.

Financial Review

Review of the charity's financial position at the end of the period

Full details of the year's receipts, payments and balances can be found in the statement attached to this report. Cash funds held at the year-end amounted to £41,542, of which £872 is reserved for the Jamboree Fund, £5,584 is reserved for the Inclusion Fund and £6,811 is reserved for the Explorer's funds. The Inclusion Fund was established using a transfer of £5,000 from unused reserves and will be funded going forwards through a levy on membership.

District subscriptions of £6,811 received at the year-end are held in advance against expenditure in the forthcoming year.

Reserves policy

The District's policy is to hold sufficient resources to continue the charitable activities of the District should income fall short. The District aims to keep surplus funds to a minimum and endeavour to hold a level of general reserves equivalent to a minimum of 6 months and a maximum of 12-24 months normal general operating expenditure.

Amount of reserves held

The amount of general reserves held at the end of the financial period amounted to approximately £21,000. This is slightly in excess of the levels required under the District reserves policy.

£5,000 of reserves was utilised during the year to establish an Inclusion Fund to support young people in the District who may otherwise be prevented from engaging in Scouting activities due to financial hardship. A District Grant policy has been created to facilitate applications for support from the District Inclusion Fund.

A District Reserves Distribution policy still needs to be completed to ensure that the surplus reserves are reduced in a manner which supports and promotes the charity's principal objectives.

Investment policy and objectives

The District's balances are modest and consequently it does not have sufficient funds to invest in longer-term investments such as stocks and shares. The District has therefore adopted a low-risk strategy to the investment of its funds.

All funds are held in UK banks with Government guarantees and the COIF Charities Deposit Fund.

Declarations

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

Signed on behalf of the charity's trustees

Signature	<i>DL Watson</i>	<i>D McDowell</i>
Full Name	Deborah Watson	David McDowell
Position	District Treasurer	District Lead Volunteer
Date	8 September 2024	8 September 2024

York Minster District Scout Council
Receipts and Payments Account
For the year from 01-Apr-23 to 31-Mar-24

Receipts and payments				
		2023/24		2022/23
		Unrestricted funds £		Unrestricted funds £
Receipts				
District Membership fees & subscriptions	7,307.50		6,551.00	
National and County Membership collected from Groups & Explorers	31,056.00		28,462.50	
Less: National and County Membership sent to County	31,552.50		28,858.50	
<i>Net membership subscriptions retained</i>		6,811.00		6,155.00
Jamboree Levy		442.00		287.50
Jamboree Fundraising		228.50		2,100.00
Inclusion Fund		584.00		-
Partnership Agreements		1,500.00		300.00
Gift Aid ***no declarations received		-		-
Beaver Activities		4,020.00		1,489.00
Cub Activities		688.00		-
Scout Activities		1,328.50		-
Explorer Subs and Activities		12,410.46		4,102.50
Network Activities		-		210.00
Young Leader training		810.00		700.00
Sale of clothing - Young Leaders and Explorers		26.00		35.00
District Activities		-		-
Training Courses		-		-
Fund Raising		-		-
Donations		100.00		69.42
Grants		3,500.00		-
Admin & miscellaneous		100.00		520.01
Sub total		32,548.46		15,968.43
Bank interest		371.24		62.92
COIF Charities Deposit Fund		750.23		268.84
Sub total		1,121.47		331.76
Total receipts		33,669.93		16,300.19

York Minster District Scout Council
Receipts and Payments Account

For the year from 01-Apr-23 to 31-Mar-24

Receipts and payments			
	2023/24 Unrestricted funds £		2022/23 Unrestricted funds £
Payments			
Snowball Plantation per capita contribution	3,514.75		1,194.50
Joint Activities - Payment to York Joint Scout Trust	1,500.00		1,500.00
Partnership Agreements	900.00		300.00
Beaver Activities	3,642.41		1,268.65
Cub Activities	914.26		67.50
Scout Activities	1,311.51		-
Explorer Activities	8,740.43		2,967.01
Network Activities	-		210.00
Explorer badges & clothing & equipment	3,291.71		1,069.72
Young Leader training & Eqpt Costs	921.30		714.34
Jamboree payments made	1,560.00		1,768.50
Leader Training & Equipment Costs	-		17.74
District Events	125.74		144.40
Administration (incl bank charges)	1,373.28		1,140.69
Fund Raising	-		-
Recruitment	74.23		-
Materials and equipment	641.80		186.37
Donations	386.73		1,600.00
Total Payments	28,898.15		14,149.42
Net of receipts/(payments)	4,771.78		2,150.77
Cash funds last year end	36,771.01		34,620.24
Cash funds this year end	41,542.79		36,771.01

York Minster District Scout Council
Statement of Assets & Liabilities

For the year from 01-Apr-23 to 31-Mar-24

Statement of assets and liabilities at the end of the year		
	2023/24 Unrestricted funds £	2022/23 Unrestricted funds £
Cash funds		
Bank current account (CAF Current)	6,933.52	2,274.49
Less: unpaid cheques	-	-
Bank deposit account (CAF Gold)	18,426.65	19,064.13
COIF Charities Deposit Fund	16,182.62	15,432.39
Cash/Floats	-	-
Total cash funds	41,542.79	36,771.01
Other monetary assets	£	£
Debts due from Groups	1,130.50	553.50
Debts due for Larkin Jamboree	2,600.00	
Sub total	1,130.50	553.50
Non monetary assets for charity's own use	£	£
Badge & clothing stock	308.62	385.45
Equipment	2,538.69	367.38
Sub total	2,847.31	752.83
Liabilities	£	£
Accounts not yet paid (to Larkin Jamboree)	3,490.00	520.00
Sub total	3,490.00	520.00

Notes to the accounts

1. No remuneration was paid to any trustee.

Administrative expenses amounting to £61.36 were reimbursed to 1 trustee.

2. York Minster District Scout Council has an interest in certain assets that are jointly held, being:

a) a 50% interest in Snowball Plantation held with York Ebor Scout District through the York Joint Scout Trust,

b) a 50% interest in a bank account held with York Ebor Scout District for annual events and ceremonial purposes through the York Joint Scout Trust,

c) a one-third interest in the York Scout and Guide Gang Show held with York Ebor Scout District and North Yorkshire (South) Guides

3. The Jamboree Fund at 31 March 2024 amounted to £872.64, compared to £1,762.14 at the end of the previous year. The fund decreased as a result of payments made to County for the 2023 Jamboree.

4. The Explorers Fund at 31 March 2024 amounted to £6,802.89, compared to £2,898.57 at the end of the previous year. The fund is holding c.£1,000 in respect of an unspent grant awarded to Phoenix Explorers and c.£3,000 received in advance for Larkin camp in 2024.

5. The Inclusion Fund at 31 March 2024 amounted to £5,584. This was established using a transfer of £5,000 from unused reserves and will be funded going forwards through a levy on membership.

5. The Snowball Plantation payment for 2023/24 of £3,514.75 comprises contributions for 2 years, £1,511.75 in 2023 and £2,003 in 2024.

The above receipts and payments account and statement of assets and liabilities were approved by the Trustees on 12 June 2024 and signed on their behalf by

Signature	Print Name	Position
<i>signature redacted</i>	Deborah Watson	District Treasurer
<i>signature redacted</i>	David McDowell	District Commissioner

Independent Examiner's Report to the Trustees of the YORK MINSTER DISTRICT SCOUT COUNCIL

I report on the accounts of the District for the year ended 31st March 2024 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 the 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
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed: Graeme Taylor

Name: Graeme Taylor

Address: [REDACTED]

Date: 18th June 2024

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Signed: Graeme Taylor

Name: Graeme Taylor

Address: ..

Date: 18th June 2024