

WEST SUSSEX COUNTY SCOUT COUNCIL

England & Wales · Charity number 1046955

Details

Other names	WEST SUSSEX SCOUTS
Status	Registered
Legal form	Other
Registered	1995-06-12
Register	View on the Charity Commission register

Contact

Address	Lodge Hill Centre London Road Watersfield Pulborough West Sussex RH20 1LZ
Phone	01798831110
Email	countyoffice@westsussexscouts.org.uk
Website	www.westsussexscouts.org.uk

Activities

Objects: TO PROMOTE THE DEVELOPMENT OF YOUNG PEOPLE IN ACHIEVING THEIR FULL PHYSICAL INTELLECTUAL SOCIAL AND SPIRITUAL POTENTIALS AS INDIVIDUALS AS RESPONSIBLE CITIZENS AND AS MEMBERS OF THEIR LOCAL NATIONAL AND INTERNATIONAL COMMUNITIES.

Activities: Scouting exists to actively engage and support young people in their personal development, empowering them to make a positive contribution to society.

Classification

- **How:** Makes Grants To Individuals, Makes Grants To Organisations, Provides Human Resources, Provides Services
- **What:** Education/training
- **Who:** Children/young People

Geography

- West Sussex

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£194,650	£221,693	-	-
2024-03-31	£244,854	£291,528	-	-
2023-03-31	£425,850	£467,315	-	-
2022-03-31	£155,851	£165,145	-	-
2021-03-31	£153,997	£97,775	-	-

Trustees

Name	Role	Appointed
Timothy Taylor	Chair	2025-12-01
Andrew Swayne		2021-03-10
DAVID HOPPER		2015-05-15
John Firth		2024-09-17
Joseph Rogerson		2026-01-01
Julia Kielstra		2026-01-14
Timothy Wright		2024-06-01
Tom Rasmusen		2026-02-03
lily graham		2024-09-17

Accounts



**WEST SUSSEX
COUNTY SCOUTS**

Scouts
West Sussex

**ANNUAL REVIEW
2024 - 2025**

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COUNTY TREASURER

The graphs on this page show County income, expenditure and assets for 2024/25. The figures are taken from the County Annual Report but have been slightly modified to simplify the illustrations. Readers are referred to the Annual report for comprehensive financial detail and explanation.

David Hopper

County Treasurer

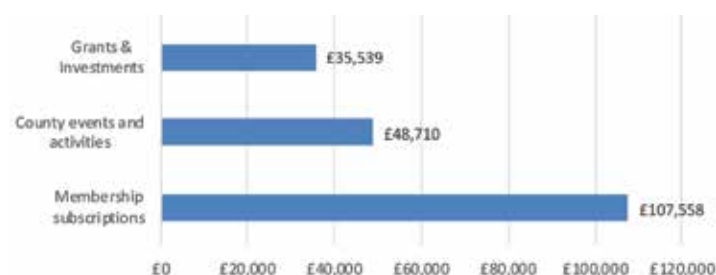
Income

Membership subscriptions	£107,558
County events and activities	£48,710
Grants and Investments	£35,539
Total Income	£191,807

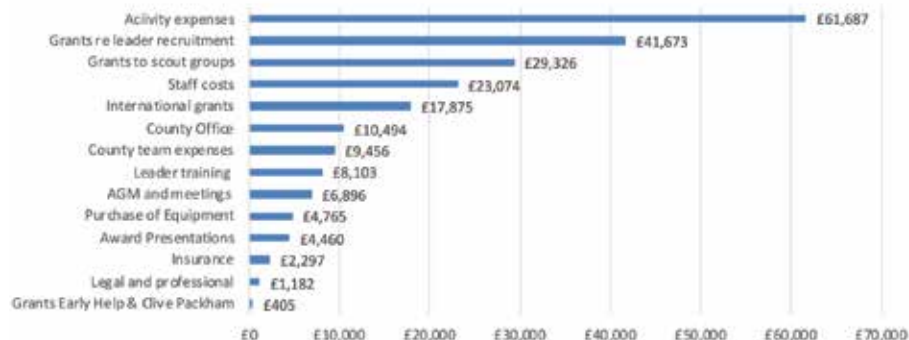
Expenditure

Grants Early Help & Clive Packham	£405
Legal and professional	£1,182
Insurance	£2,297
Award presentations	£4,460
Purchase of equipment	£4,765
AGM and meetings	£6,896
Leader training	£8,103
County team expenses	£9,456
County Office	£10,494
International grants	£17,875
Staff costs	£23,074
Grants to scout groups	£29,326
Grants re leader recruitment	£41,673
Activity expenses	£61,687
Total expenses	£221,693
Deficit / surplus	-£29,886

Income

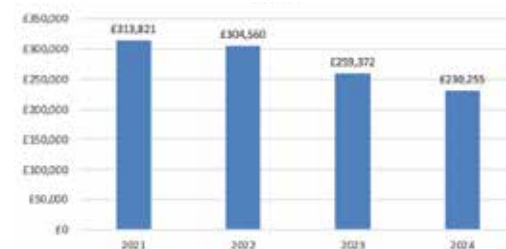


Expenditure



Assets

Year	Assets
2021	£313,821
2022	£304,560
2023	£259,372
2024	£230,255
2025	£200,369



COUNTY CHAIR

The past year has seen West Sussex Scouts adapt to the Transformation changes implemented by the Scout Association and also the policy updates resulting from the Prevention of Future Deaths Report. Both have presented a few frustrations but I am pleased to say that collectively we have risen to the challenge.

As a charitable organisation the Board of Trustees, in its role as a provider of good governance, has been busy reviewing and updating many of our policies and procedures, particularly those relating to Risk. Phase One is now largely complete with updated and new policies on our website. I am indebted to all Trustees, but in particular Andrew Swayne and Miles Price, for their time and input to complete this important task.

The Trustees, undertook a review of the “required skills” needed to provide a balanced and representative membership of the new Board. At the September 2024 AGM, we welcomed John Firth, an expert on Data Governance, and Lily Graham and Hannah Shorrocks who bring with them a more youthful approach to matters! At the same AGM Connor Holmes, Eddie Hills and Fran Trimming stood down as Trustees and I thank them for the very valuable contribution they made during their time in office. Steve Mitchison, whilst no longer a trustee and County Secretary, continues in a similar role providing administrative support to the board alongside David Hopper who continues to keep our accounts in good order as County Treasurer.

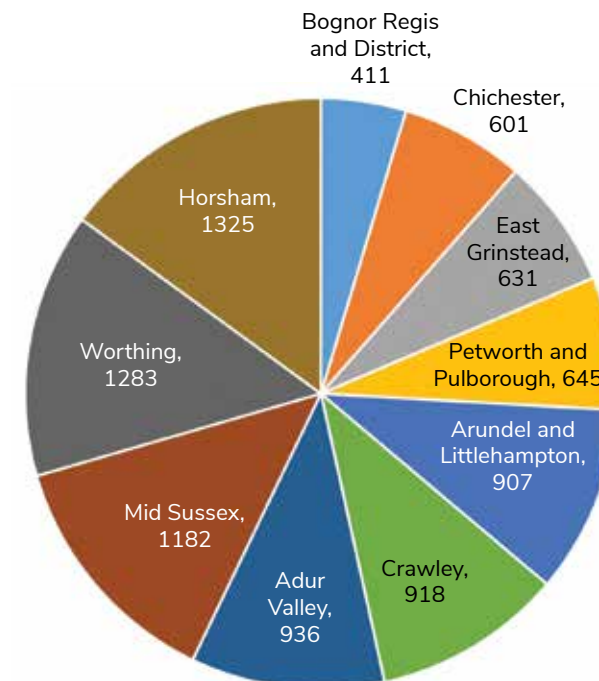
Tracy Pengelly resigned from her position of County Administrator in May 2024. We were then joined by Aby Kenward and Megan Goodwin as new part time administrators working alongside Sue Barden.

The Scout Association is a very unique and very special organisation. My admiration and respect for those in West Sussex Scouts, our Leaders, the County Management Team, the volunteers and Trustees, continues to grow and I want to thank them all for the time and valuable contributions that they make to ensure that our young people are provided with the skills for life that they will take with them into adulthood.

Tim Wright
County Chair



Youth Numbers 2025 Total: 8839



OUR STRATEGIC OBJECTIVES

The Scout Association Skills for life strategy ends at the end of 2025. New plans, for the future of scouting and development of the next strategy for Scouts, are being formulated and will be advised prior to implementation in 2026.

GROWTH

We believe Scouting changes lives so we want to give every young person in the UK the opportunity to join.

INCLUSIVITY

Everyone, regardless of their background, should be able to participate in Scouting.

YOUTH SHAPED

Every young person should be shaping their experience and developing their leadership potential.

COMMUNITY IMPACT

Through community impact projects, Scouting makes a difference not just to the individual but to whole communities.

SKILLS FOR LIFE STRATEGY

The programmes of work that will help us to achieve our strategy have been revised and now include two new objectives of 'Digital' and 'Early Years':

PROGRAMME

A fun, enjoyable, high quality programme consistently delivered and supported by simple (digital) tools.

PEOPLE

More, well trained, better supported and motivated adult volunteers, and more young people from diverse backgrounds.

PERCEPTION

Scouting is understood, more visible, trusted, respected and widely seen as playing a key role in society today.

DIGITAL

Embedding our digital principles and transforming the Scouting experience with better digital tools.

EARLY YEARS

Provide more young people with Skills for Life through a new section for four and five year olds called Squirrels.

Our Vision

By 2026 we will have prepared more young people with Skills for Life, supported by amazing leaders delivering an inspiring programme. We will be growing, more inclusive, shaped by young people and making a bigger impact in our communities.

Our Mission

Scouting actively engages and supports young people in their personal development, empowering them to make a positive contribution to society.

Our Values

We act with care, respect, integrity, cooperation, exploring our own and others' beliefs.

COUNTY YOUTH LEAD



This last year has been a great year for Youth Shaped Scouting in West Sussex. We have a great team of District Youth Leads across the county who have been helping lead Youth Shaped Scouting. We also had Youth Leads across the County attending the Day of Celebration and Achievement at Windsor Castle, celebrating Queen and King Scout Awards and receiving recognition medals for the hard work that was put into supporting the King's coronation.

The main highlight in the Youth Led calendar this year was WS24, a 24-hour camp run by the Youth Leads for Explorers across the county. The explorers who attended took part in lots of different activities, as well as a youth forum, all while trying to gain as many challenge points as possible. It was a very well-received camp and the feedback was very positive.

The Deputy County Youth Commissioner for Governance and Events, Miles Price, finished his term. His hard work during his role was very much appreciated, and we are sure that he will continue to support the county in his new role.

Following transformation, we recruited two new members to the County Youth Team. Lily Graham and Lily Wingrove have joined the County team to support all things Youth Shaped. The County Youth Team will be working together closely, as we continue to promote how important young people are at the heart of decision-making. You'll be hearing more from us all soon!

In the meantime, if you would like some information or advice about Youth Shape scouting, please do get in touch with your District Youth Lead, or email me at phoebe.woolard@westsussexscouts.org.uk.

Phoebe Woolard
County Youth Lead



SECTION REPORTS

Our valued volunteers continue to provide our young people with the adventure and outdoor skills that scouting is all about. Development of the skills for life through our weekly meetings is part of a quality programme that our young people are benefiting from and can be seen in the number of top awards that have been achieved in the last year.

Groups are continuing to go on adventures on the water paddle boarding, canoeing, kayaking and even sailing, going out into the community and taking part in fundraising events and projects and more importantly camping in groups and also across districts at bigger district wide events

Squirrels in the county are going from strength to strength providing a scouting programme to our youngest members in the county; with the numbers of expressions of interest within the county growing all the time and squirrel dreys have opening in the districts to help the growth of the section around the county.

This year we saw seven young people achieve their King's Scout Award. This is the pinnacle of young people's achievements in Scouts. It shows

that they have the courage, the kindness and commitment to tackle anything in life, helping others and serving their communities. They should be proud they have achieved the King's Scout Award and help promote the award to the explorer and network sections around our county. Congratulations to all who achieved this Top Award!

In July and August, two patrols of eight young people and three International Service Team (IST) members from the County took the journey to Norway for Roverway. Roverway is a youth-led adventure event for Scouts and Guides aged 16-22, which takes place every 3-6 years. The event was divided into three parts, Semi-independent exploration around Norway with patrols from other countries, the main jamboree near Stavanger with all 5,500 Scouts and Guides from 38 countries joined for the main camp and thirdly a post-event in Denmark including two days to explore the capital Copenhagen before travelling home.

It was such an experience of a lifetime which I was so lucky to be one of the three members of IST attending from the County, I met so many new friends and had an experience like no other.

I would like to thank all the leaders and volunteers in the groups and districts who continued to scout providing the young people of West Sussex with the scouting experience they love and enjoy. I would also like to thank the members of the West Sussex Programme Team who have been there to support districts and leaders throughout the County.

Matt Pike

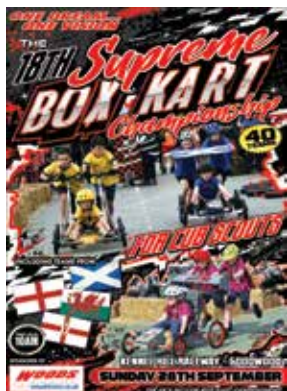
County Programme Lead



4-5 >	Squirrels
6-8 >	BEAVERS
8-10½ >	cubs
10½-14 >	SCOUTS
14-18 >	EXPLORERS
18-25 >	network

Our 12 County Activity, Adventure, Events, Skills and Sports Teams:

- Archery
- Caving
- Climbing
- Clive Packham Trust
- Downsman
- Hill Walking
- Media and Communications
- Radio
- Sea School
- SEAT
- Shooting
- Supreme Box Carts



COUNTY ACTIVITIES

Firstly, my sincere thanks to all our Activity Assessors, District Nights Away Advisors, our Active Support Managers, their respective teams and supporters, for all their efforts during the year in supporting the provision of camping and adventurous activities.

Secondly, a new approach to volunteering was launched in November 2024 by the Scout Association, including moving to a new Adult Membership System and a new Learning Management System. With these changes, the role of Assistant County Commissioner (Activities) became defunct, along with the Activity Scout Active Support Units. The County Programme Team now includes a 'Target Sports' Sub-team (Archery and Shooting), an 'Adventure' Sub-team (Caving, Climbing, Hill Walking, Water Activities, Supreme Box Karts) and a 'County Events' Sub-team (Downsman).

The Adventurous Activity Permit Scheme and a similar Nights Away Permit Scheme are run by the Scout Association, allowing volunteers to be granted a permit to run Adventurous Activities or overnight residential experiences, as recommended by a qualified Assessor. The Great Orme tragedy of 2018 has resulted in an independently led ongoing review of the Activity Permit Scheme, with Adventure RMS (the inspectorate for the Adventurous Activities Licencing Authority (AALA)). Their report is due later in 2025 alongside a separate report into the Nights Away Permit Scheme. Changes will happen!

This report thus marks the end of my time as your ACC Activities, having been privileged to hold the role from 2003 to 2007 and again from 2013 until the end of 2024. It has been a pleasure working with you all.

Paul Arkle

Adventure Team Leader



A selection of updates from the Activity SASU's follows:

Climbing - Several permit renewals have been completed, along with the running of activity sessions for groups on demand. Our training course programme will re-commence by the end of the year.

Shooting – Two well attended County Competitions were held during the year, Scouts Air Rifle at 2nd Worthing in February and the Explorer Scout multi-discipline Competition in October at 4th Worth. We will be adding Sport Crossbow to the list because of the increasing interest in this discipline. Over 50 Adult Leaders took part in four Basic Rifle Courses and a Sport Crossbow Course, there was also an Airgun higher level course, taking the number of Adult Leaders able to supervise safe Air Rifle, Air Pistol and Sport Crossbow activities up to 190, across 53 Scout Groups plus six Explorer Units.

Supreme Box Karts - The Supreme is now in its eighteenth year and continues to attract packs from all over the UK. It is open to any Cub pack in the world. It does not discriminate and is fantastic fun for young people. It combines a physical activity and promotes healthy competition between different Cub packs. To date over 3,000 Cubs have raced from 60 different Cub packs. They have come from 18 different Counties including County Down, Northern Ireland, Ceredigion, Wales and Stirlingshire, Scotland. The 12th Bangor are now in their 10th Year of racing, flying over every year and 16th Laurieston are now in their 5th Year of racing. In 2024 we saw, for the first time a pack from Wiltshire, the 1st Amesbury as well as packs from Cheshire and Aberaeron in Wales.

The 2024 Supreme Final became that old battle of England against Scotland and a very hard-fought race it was in which the Surrey pack 1st Woodmansterne with their kart "Woody 2" came out on top.

COUNTY ACTIVITIES

Go Beavers

GO Beavers 2024 was a huge success. This is the 4th time the event has been held and 705 Beavers from across the county, along with over 300 adults, came together to enjoy and support an action-packed day at Blacklands Farm, East Grinstead.

Beavers had the opportunity to rotate around four zones- Adventure, Fun, Explore and Create n' do. There was a huge variety of activities with nightline, low ropes, tunnels, cavebus and fire lighting in the Adventure zone. Explore zone saw Beavers enjoy a planetarium, circus skills, archery, aeroball and bouldering. Create'n'do was a mixture of craft and STEM activities alongside a massive favourite of bubble fun. Fun zone is always a hit with huge inflatables, grass sledging, Frisbee golf and mop hockey!

We were really lucky to have West Sussex Fire Service and Sussex Police attend with vehicles to explore and learn about. EDSFAT provided First Aid service along with an array of vehicles for Beavers

to look at. Badges the Beaver made lots of appearances and we were entertained all day by our stage manager with a fantastic closing ceremony. Quotes from Beavers were "it was the best day ever" and "it was awesome".

All of this is possible due to the amazing support and dedication of all those volunteers on the day. Volunteers say they have a great time and enjoy the tea and cake. We are looking forward to the next GO Beavers and sign up to enjoy the fun!

Suzanne Few, Hannah Few & Peter Few

GO Beavers Crew



DUKE OF EDINBURGH'S AWARD SCHEME

This year has been exceptionally successful for the awards. We have observed outstanding accomplishments across various categories, showcasing the exceptional talent of our deserving recipients. Significant

effort has been invested by all participants in these awards. Looking forward, we are optimistic about the prospects for the coming year and expect a continued growth in the number of awards presented.

Our County has seen remarkable participation

in the Duke of Edinburgh Scheme due to the dedication of our DofE Leaders. The awards achieved this year have been exceptional, with young participants earning 87 Bronze Awards, 35 Silver Awards, and 19 Gold Awards. The outlook for the current year remains positive.

The Awards are in good condition, and with a few modifications to the recording system for the leaders, including new online forms that will be available soon, higher numbers are expected next year. Congratulations to everyone on their achievements. Thank you to all the leaders and parents for their support in enabling Young People to participate in these awards.

Gregers Young

Top Awards Team



INTERNATIONAL

The year of West Sussex International Scouting has again exceeded expectations. Our Groups, Troops, Units and Districts made trips abroad travelling to Switzerland, Sweden, Poland, Spain and Belgium. As well as two International Service Team members from Crawley attending Intercamp, Poland we also had two patrols of young people and International Service Team (IST) volunteers from West Sussex start their adventure to Roverway, Norway.

Roverway patrol leader, Chris Styles, tells their story:

In July, fourteen young people, aged 16 - 22, had the incredible opportunity to attend Roverway 2024 in Norway as part of the West Sussex Scouts contingent. Roverway is a European Scout and Guide event that brings together young people from across the Europe (and beyond) for an adventure filled with challenge, culture, and connection.

After many months of planning and preparation, our two patrols set off to Oslo to embark on an incredible two-week adventure. After arriving in Norway, we quickly made our way to our entry points where we were welcomed into a truly international Scouting atmosphere. The first phase of Roverway involved exploring Norway on a 'Path' – a unique

few days where we could meet with other likeminded Scouts, forge new friendships and gain an understanding of Scouting in Norway. Our path took us to the mouth of the fjords and saw us engaging in activities such as hiking, kayaking, cultural exchanges and many, many Norwegian games! It was an amazing way to bond with fellow Scouts from different nations, learn new skills, and immerse ourselves in the breath-taking Norwegian landscapes.

Following the Path's, we all gathered in Stavanger for the main camp. This was a highlight for me because of the many friendships I made, and the moments I was able to spend reflecting on the Path, as well as my experiences as a Scout. There was a real sense of unity at the camp, with everyone sharing stories, swapping badges, and experiencing different cultural traditions. One of the biggest takeaways from Roverway was that despite our geographical distances, we we're all united by one set of values.

The International Team are already looking forward to Intercamp 2025 in Baumholder, Germany with three volunteers already signed up as IST and then Moot 2025 in Portugal. Preparations will start for the 2027 World Scout Jamboree in Poland, where County and Districts will be looking to select young people and adult volunteers to attend.

Peter Few

International Team Lead



EQUITY, DIVERSITY AND INCLUSION

Following transformation, the new team is called Equity, Diversity and Inclusion. Changes to training mean Inclusion training is core for all but as a county we will continue to run the Promoting Positive Behaviour and LGBT+ Workshops to allow for face-to-face opportunities to learn. Whether it is a camp meeting or a section night it is important that, as a county, we are always looking to make reasonable adjustments for all our young people and adult volunteers.

It has been great to see Explorers and young people take part in Pride events this year in Chichester, Worthing and Crawley. West Sussex is a diverse county, and we must now focus to build Scouting within all demographics of the county.

It is important we continue to ask how we can adapt and be inclusive and always keep the door open to every young person and volunteer in a safe and inclusive way. Please continue to ask for support before saying no to anything, no one on their own is an expert but together we are an amazing team.

Thank you for all your amazing work within the County this year and I look forward to meeting more of you in the coming year as we grow the team and focus on more Pride events, broader cultural diversity and strive to make inclusion roles key parts of districts under the transformation.

Suzanne Few

County EDI Team Lead



ADULT TRAINING

A year on and transition has finally happened and with it the switch from training to learning which in turn means significant changes. We didn't run the usual training weekend at Lodge Hill this spring as the demand was not there. This was in part due to leaders getting their heads round the new system and how it works. We are planning to run the normal autumn training weekend as the demand for certain modules is starting to grow. These modules will appear on Eventbrite nearer the time.

First Aid courses are still being run on a frequent basis across all corners of the county so there is no excuse for adults not being able to renew their training. So far this year we have run 11 first aid courses across the county and a further 10 planned to date. We have a very capable team of first aid trainers who oversee this. We have also added several new trainers to the team to help ease the pressure.

Compliance training (safety and safeguarding) has always been a challenge, but I know it is a battle we are winning as adults get plenty of reminders. It helps enormously when leaders complete the renewal of this training in a timely manner rather than leaving it until the last minute. The scout association is quick to suspend leaders who have this training outstanding and one learning suspension in the county is one too many, so I urge everybody to encourage adults to complete this training at the earliest opportunity. By now all adults should be aware that they will have to complete the new version of compliance training before the deadline date of 19th July. At the time of writing, we are 36% compliant so a lot to do in the coming few months.

Geoff Spooner

County Volunteer Development Team Leader



DOWNSMAN

This year marked a significant milestone for the Downsman Hike, as we entered our first year of organising the event as a new team. We are incredibly proud of what we've achieved and would like to take this opportunity to extend our thanks once more to the outgoing team for their years of hard work and dedication. Special thanks must go to Scott James and Mike Gurr, who stayed on to guide and support us throughout this inaugural year, ensuring a smooth transition and helping us navigate the complexities of organising such a fantastic event.

We were thrilled to see a record number of entries, with the largest ever group of Scouts from old and new areas of the UK participating. Last year, we also witnessed a significant increase in the number of attendees at the awards ceremony, which we feel was a direct result of a change in the rules that restricted crew's access to tracking information on the day. The positive response to this shift was overwhelming, and it led to more participants joining us for the awards, creating a great atmosphere.

The weather on the weekend was nothing short of perfect – the sunshine and clear skies added an extra layer of positivity to the event. But it wasn't just the weather that made this year's Downsman Hike so special. The faces of the participants, the camaraderie, and the sense of achievement were what truly made this occasion memorable. I personally would like to thank all the teams, staff and volunteers who helped to make the 2024 event such a special event for our first.

Looking forward, we are excited to continue building on the success of this first year, and we are eager to further enhance the experience for all those who take part in the years to come.

Chris Searle
Events Team



HEALTH & SAFETY

We have been developing our safety advisory function and safety governance in line with the TSA frameworks which continue to evolve.

We are working towards having a county wide network of District Safety Leads to support each other and provide a local presence.

During the year, support has been provided to larger events, and we also work closely with our East Sussex colleagues where expertise is shared.

We have had no major or critical injuries at county events in the past year, but need to improve our near miss reporting, which is at a lower than expected level across the whole county.

Andrew Swayne
County Health & Safety Lead

GROWTH & DEVELOPMENT

This year has been an exciting and busy one across the county, with more young people joining all sections of Scouting. It has been fantastic to meet so many new members and support the expansion of groups through various projects.

Over the past year, it's been encouraging to see districts actively requesting new sections, seeking growth opportunities, and reaching out for support in recruiting new leaders. This enthusiasm has played a key role in bringing more young people into Scouting.



I've had the privilege of supporting several new sections opening across the county, including the launch of the 12th Chichester Squirrels, the reopening of the 6th Crawley Cubs, and rebuilding numbers in Beavers. Additionally, I've assisted with Group Lead Inductions and supported growth in Adur Valley, Mid Sussex, Crawley Explorers, and many more.

Looking ahead to 2025-2026, the plan is to continue building on this momentum. We're already seeing strong growth this year, with new Squirrel Drays, Beavers, Cubs, Scouts, and Explorers forming. At the same time, we remain committed to supporting groups with lower numbers and ensuring they receive the help they need.

It's exciting to see more districts reaching out for guidance and new opportunities, and I look forward to another year of growth and development across West Sussex Scouting.

Joe Firth

Local Growth and Development Officer

CLIVE PACKHAM MEMORIAL FUND

It was a quiet year for the fund, although we did receive three applications which are all ongoing. We intend to work more closely with Max Dench to improve the marketing of the fund and be able to offer more scouts the opportunity to apply.

We are pleased to confirm that we will be donating to Osprey ESU to enable all scouts to take part in their Duke of Edinburgh Expedition.

Our details are on the West Sussex Scouts website, however, individual Scouts seeking a contribution towards funding for an expedition of an adventurous nature, can also apply to the fund directly via my email, pat.rawcliffe@westsussexscouts.org.uk. Applicants should state the nature of their trip, details of plans so far, fundraising events they are holding, how much they need to raise and the purpose of their adventure.

We hope to receive more applications in 2025/26 and the support of leaders to ensure the young people are aware of the Clive Packham Memorial Fund. Applications to: countyoffice@westsussexscouts.org.uk

Pat Rawcliffe

Clive Packham Memorial Fund Team Leader

Year	2023	2024	2025
Squirrel Scouts	135	188	348
Beavers Scouts	2,206	2,230	2,162
Cubs Scouts	2,784	2,848	2,694
Scouts	2,565	2,685	2,529
Explorer Scouts	1,082	1,102	1,104
Scout Network	254	226	227
Total YP	9,026	9,279	9,064
Adults	3,154	2,968	2,711
Total	11,926	12,247	11,775

AWARDS

Giving an award is an important way to thank our volunteer members for their incredible service and to recognise our youth members for their amazing achievements. The following awards were all presented in the 2024/25 year. Congratulations go to all the recipients.

Tony Hall, **Adult Awards Team**

Matt Pike, **County Programme Lead**

Gregers Young, **Top Awards Team**



ADULT AWARDS

BAR TO SILVER ACORN

Anthony Smith

SILVER ACORN

Alan Baker

Lucy Garrett

Kenneth George

Julia Keywood

Margaret Larcombe

Ann Pike

AWARD FOR MERIT

Laura Braun

Stuart Burchett

Stuart Coggan

Ian Conway

Helen Cosham

Graham Denyer

Linda Francis

Pat Homer

Paul Johnson

David Palmer

Matthew Pavitt

Jane Pelham

Marie Robson

Alison Styles

David Tyler

CHIEF SCOUT'S COMMENDATION FOR GOOD SERVICE

David Brooks

Julie Gumbrell

Coren Moore

John Patrick

Clair Pushman

Mark Williams



YOUNG PEOPLE'S AWARDS

THE KING'S SCOUT AWARD

Josh Chartres
Arden Flint
Sam Mears
Rowan Saunders
Erin Whitmore
Logan Wilks
Phoebe Woolard

THE CHIEF SCOUT'S AWARD

Gold 33
Platinum 24
Diamond 7

YOUNG LEADER

Belt Buckle 4

THE DUKE OF EDINBURGH'S AWARD

Gold 7
Silver 12
Bronze 29





We prepare young people with skills for life

Editor: Steven Mitchison, County Administrator

West Sussex Scouts, County Office, Lodge Hill Centre, London Road, Watersfield, Pulborough, West Sussex RH20 1LZ

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Charity registration number 1046955

WEST SUSSEX COUNTY SCOUT COUNCIL
ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2025

WEST SUSSEX COUNTY SCOUT COUNCIL

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees

Mr D Hopper
Mr A Swayne
Mr M Price
Miss P Woolard
Mr T Dalton
Mr T Wright
Ms L Graham

(Appointed 17 September
2024)

Mr J Firth

(Appointed 17 September
2024)

Ms H Shorrocks

(Appointed 17 September
2024)

Charity number

1046955

Principal address

Lodge Hill Centre
London Road
Watersfield
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West Sussex
RH20 1LZ

Independent examiner

Alec Burgess FCA
Keymer Haslam & Co
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Burgess Hill
West Sussex
RH15 9AE

Bankers

CAF Bank Limited
25 Kings Hill Avenue
West Malling
Kent
ME19 4JQ

WEST SUSSEX COUNTY SCOUT COUNCIL

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WEST SUSSEX COUNTY SCOUT COUNCIL

TRUSTEES' REPORT

FOR THE YEAR ENDED 31 MARCH 2025

The Trustees present their annual report and financial statements for the year ended 31 March 2025.

The accounts have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the Charity's governing document, the Charities Act 2011 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015)"

Objectives and activities

We are part of the UK's biggest mixed youth organisation. We change lives by offering 4 to 25 year olds fun and challenging activities, unique experiences, everyday adventure and the chance to help others so that we make a positive impact in communities.

Scouts helps children and young adults reach their full potential. Scouts develop skills including teamwork, time management, leadership, initiative, planning, communication, self-motivation, cultural awareness and commitment. We help young people to get jobs, save lives and even change the world.

Scouts take part in activities as diverse as kayaking, abseiling, expeditions overseas, photography, climbing and zorbing. As a Scout you can learn survival skills, first aid, computer programming, or even how to fly a plane. There's something for every young person. It's a great way to have fun, make friends, get outdoors, express your creativity and experience the wider world.

The Trustees have had due regard to the Charity Commission guidance on public benefit whilst setting the objectives and activities of the charity. Our assessment is that we have met the public benefit criteria in that:

- We are an inclusive organisation abiding by TSA guidelines with regard to:
 - o Religion - Scouting is open to members of all faiths or of no faith.
 - o Equal Opportunities - Scouting does not discriminate on grounds of Ethnic Origin, Gender, Marital or civil partnership status, Sexual orientation, or Disability.
- The trustees take seriously the care, protection and safety of our members by implementing at a local level the following TSA guidelines in regard to:
 - o Safety - Policies and procedures are in place to provide scouting in a safe manner without risk to health, so far as is reasonably practicable
 - o Vetting - Policies and procedures are in place to check all adult volunteers to ensure that only adults appropriate for a role are permitted to undertake responsibilities in Scouting and that regular reviews are undertaken of adult volunteers to ensure their continued suitability
 - o Child Protection - The trustees have in place policies and procedures to safeguard the welfare of all Members by protecting them from neglect and from physical, sexual and emotional harm. As part of the child protection policy the trustees have in place further measures with regard to anti-bullying strategies.

The Trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the Charity should undertake.

Achievements and performance

The trustees produce a separate publication entitled 'West Sussex Annual Review' which contains a detailed summary of scouting activities in West Sussex for the year ended 31st March 2025. Copies are available for all attendees at the AGM and on request from the County office.

WEST SUSSEX COUNTY SCOUT COUNCIL

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2025

Consideration of Risk

The trustees are mindful of the Council's responsibilities in Risk Management and, in accordance with the requirements of the Statement of Recommended Practice, regularly reviews the major risks and ensures appropriate systems are in place to mitigate those risks.

The Trustee Board seeks to enhance this reputation through appropriate Public Relations, care in the recruitment and management of adults and working closely with the County Team to professionally resolve any disputes, which may arise. Other items include Child Protection, Safety in Scouting, Personal Accident and Equipment Insurance together with mitigating Event Cancellation costs.

Financial review

Full and detailed accounts are shown on pages 7-17 of this report. Income for the year was £194,650 (2024 £244,854); expenditure for the year was £221,693 (2024 £291,528) giving a deficit of £27,043. After the re-valuation of investments the total deficit was £29,886 (2024 Deficit £29,117). As at 31 March 2025 the reserves were £200,369 (2024 £230,255).

The Trustee Board continues to monitor the income streams of the County. Whilst the greater proportion is directly linked to the membership level which is more stable, a proportion is entirely variable and cannot be guaranteed.

The Trustee Board determines the quantum of funds to be invested for the longer term, based on its objectives and financial position. The funds are deposited with the CCLA. The underlying funds are invested in a combination of fixed interest and managed funds.

The unrestricted and designated funds at 31 March 2025 are shown in the balance sheet. The trustees consider the financial state of affairs to be satisfactory.

The Trustee Board is committed to reducing substantially the level of reserves for the longer term. A primary objective is to keep the membership fee as low as possible to help scouting membership in West Sussex to grow. This was implemented in the year ended 31 March 2014 and will continue. The Trustees' policy on reserves is to hold sufficient resources to continue the charitable activities of the County. The Trustees consider that the County should aim to retain a minimum financial reserve sufficient to support the operation of the County Scout Council for a period of twelve months. This includes, in exceptional circumstances, the support of any of the ten Districts who may be experiencing financial difficulties.

To this end the Trustees aim to retain a reserve fund of £150,000 at any given time. The sum will be reviewed annually.

It is the policy of the Charity that unrestricted funds which have not been designated for a specific use should be maintained at a level equivalent to between three and six month's expenditure. The Trustees consider that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the Charity's current activities while consideration is given to ways in which additional funds may be raised. This level of reserves has been maintained throughout the year.

The Trustees have assessed the major risks to which the Charity is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks.

WEST SUSSEX COUNTY SCOUT COUNCIL

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2025

The trustees are mindful of the Council's responsibilities in Risk Management and endeavour to follow best practice as advised by the Charity Commission and TSA guidelines. Reviews are undertaken with regard to the major risks to ensure appropriate systems are in place to mitigate those risks.

The Trustee Board has a specialist sub-team to manage the recruitment of adults and, working closely with the County Management Team (CMT), to professionally resolve any disputes which may arise. Responsibility for the risk assessment for scouting events is delegated to the CMT and from there to the scout leaders who run the events. Policies and procedures are in place to ensure leaders are following correct guidelines in this important matter. All international events are monitored and approved by the Visits Abroad Recommender according to guidelines issued by TSA.

The Trustee Board regularly reviews H&S matters and implements changes/gives advice to districts and groups. The Trustee Board has created the position of County H&S Lead to support members in best practice in this critical field.

The TSA provides a basic level of Personal Accident and Medical Insurance for all youth members, adult members and adult associate members who may sustain injury whilst participating in scouting activities. The trustees are aware that the policy only provides limited benefits but, in common with other Counties, considers it too expensive to provide a separate fully comprehensive cover. The Trustee Board purchase a separate insurance policy to provide a basic level of insurance cover to unnamed helpers at County events. The Trustee Board also insure named specialised County equipment and have policies to cover major event cancellation.

Structure, governance and management

The Trustees who served during the year were:

Mrs R Hammond	(Resigned 8 May 2024)
Mr S Mitchison	(Resigned 17 September 2024)
Mrs F Trimming	(Resigned 17 September 2024)
Mr D Hopper	
Mr C Holmes	(Resigned 17 September 2024)
Mr A Swayne	
Mr M Price	
Mr E Hills	(Resigned 17 September 2024)
Miss P Woolard	
Mr T Dalton	
Mr T Wright	
Ms L Graham	(Appointed 17 September 2024)
Mr J Firth	(Appointed 17 September 2024)
Ms H Shorrocks	(Appointed 17 September 2024)

WEST SUSSEX COUNTY SCOUT COUNCIL

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2025

The County's governing documents are those of The Scout Association (TSA). TSA has a Royal Charter and so West Sussex County Scout Council (WSCSC) is a linked charitable trust registered with the Charity Commission. The Royal Charter gives authority to the Bye Laws of the Association and The Policy, Organisation and Rules of The Scout Association. The Scout Association is the representative body of the World Organisation of Scout Movements in the United Kingdom. The County is a trust established under rules common to all Scout Associations.

Structural changes to the governance and organisation of Scout Counties, Districts and Groups were implemented by TSA in 2024. Following these changes a new system of appointing trustees was implemented and used for the first time at the County AGM in September 2024.

Trustees are otherwise known as members of the Trustee Board. Elections occur at the Annual General Meeting of the charity which must be held within 6 months of the County financial year end. Charity Trustees including the Chair and Treasurer are elected by the members of WSCSC, having previously been approved by an independent panel consisting of five experienced county members. Trustees serve a fixed term appointment of 3 years at which point they can opt for re-election but may only serve for a total of nine years. New trustees will be vetted by the Independent panel before being elected for an initial one year term, at which point they can be re-elected on a rolling 3 year term. Individuals may be co-opted as Trustees by the Trustee Board at any time before submitting to the Independent panel and Scout Council at the following AGM. The County Lead Volunteer is appointed by the Regional Lead and usually serves a fixed term appointment of five years.

The Trustees met via "Teams", but also had face to face meetings, and met on 6 occasions from April 2024 to March 2025 to consider and approve matters relating to the administration and financial management of WSCSC. The trustees also participated in online voting polls during the year at the request of the County Chairman. The quorum was exceeded at all meetings and online voting polls. The Annual General Meeting of the District Scout Council, to which all members of WSCSC are invited, was held on 17 September 2024. The Minutes of the AGM were reviewed by the Trustee Board at the September meeting and are available for inspection by all attendees at the AGM 2024 or by request to the County office.

The County 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 comprehensive insurance policies to ensure that insurable risks are covered.

The trustees' report was approved by the Board of Trustees.

Mr T Wright

Trustee

Dated: 28 July 2025

WEST SUSSEX COUNTY SCOUT COUNCIL

STATEMENT OF TRUSTEES' RESPONSIBILITIES

FOR THE YEAR ENDED 31 MARCH 2025

The Trustees are responsible for preparing the Trustees' Report and the accounts in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales requires the Trustees to prepare accounts for each financial year which give a true and fair view of the state of affairs of the Charity and of the incoming resources and application of resources of the Charity for that year.

In preparing these accounts, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the accounts; and
- prepare the accounts on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The Trustees are responsible for keeping sufficient accounting records that disclose with reasonable accuracy at any time the financial position of the Charity and enable them to ensure that the accounts comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

WEST SUSSEX COUNTY SCOUT COUNCIL

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF WEST SUSSEX COUNTY SCOUT COUNCIL

I report to the Trustees on my examination of the financial statements of West Sussex County Scout Council (the Charity) for the year ended 31 March 2025.

Responsibilities and basis of report

As the Trustees of the Charity you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 (the 2011 Act).

I report in respect of my examination of the Charity's financial statements carried out under section 145 of the 2011 Act. In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

- 1 accounting records were not kept in respect of the Charity as required by section 130 of the 2011 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

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 financial statements to be reached.

Alec Burgess FCA

Keymer Haslam & Co
4 - 6 Church Road
Burgess Hill
West Sussex
RH15 9AE

Dated: 4 August 2025

WEST SUSSEX COUNTY SCOUT COUNCIL

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2025

	Notes	Unrestricted funds 2025 £	Restricted funds 2025 £	Total 2025 £	Unrestricted funds 2024 £
Income and endowments from:					
Donations and legacies	2	15,000	20,000	35,000	-
Charitable activities	3	48,710	-	48,710	136,646
Investments	4	3,382	-	3,382	2,947
Other income	5	107,558	-	107,558	105,261
Total income		174,650	20,000	194,650	244,854
Charitable activities	6	221,693	-	221,693	291,528
Net gains/(losses) on investments	11	(2,843)	-	(2,843)	17,557
Net income/(expenditure) and movement in funds		(49,886)	20,000	(29,886)	(29,117)
Reconciliation of funds:					
Fund balances at 1 April 2024		230,255	-	230,255	259,372
Fund balances at 31 March 2025		180,369	20,000	200,369	230,255

All income and expenditure derive from continuing activities.

WEST SUSSEX COUNTY SCOUT COUNCIL

BALANCE SHEET

AS AT 31 MARCH 2025

	Notes	2025 £	£	2024 £	£
Fixed assets					
Investments	13		140,276		190,949
Current assets					
Stocks		1,695		2,686	
Debtors	14	11,183		24,840	
Cash at bank and in hand		254,343		108,619	
		<u>267,221</u>		<u>136,145</u>	
Creditors: amounts falling due within one year	15	<u>(207,128)</u>		<u>(96,839)</u>	
Net current assets			60,093		39,306
Total assets less current liabilities			<u>200,369</u>		<u>230,255</u>
Income funds					
Restricted funds	16		20,000		-
<u>Unrestricted funds</u>					
Designated funds	17	12,799		8,204	
General unrestricted funds		<u>167,570</u>		<u>222,051</u>	
			180,369		230,255
			<u>200,369</u>		<u>230,255</u>

The accounts were approved by the Trustees on 28 July 2025

Mr D Hopper
Trustee

Mr T Wright
Trustee

WEST SUSSEX COUNTY SCOUT COUNCIL

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2025

1 Accounting policies

Charity information

West Sussex County Scout Council is a registered with the Charities Commission, as a charitable Trust linked with The Scout Association.

1.1 Accounting convention

The financial statements have been prepared in accordance with the Charity's governing document, the Charities Act 2011 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (as amended for accounting periods commencing from 1 January 2016). The Charity is a Public Benefit Entity as defined by FRS 102.

The financial statements have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a true and fair view. This departure has involved following the Statement of Recommended Practice for charities applying FRS 102 rather than the version of the Statement of Recommended Practice which is referred to in the Regulations but which has since been withdrawn.

The financial statements are prepared in sterling, which is the functional currency of the Charity. Monetary amounts in these financial statements are rounded to the nearest £.

The accounts have been prepared under the historical cost convention, modified to include the revaluation of certain financial instruments at fair value. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the financial statements, the Trustees have a reasonable expectation that the Charity has adequate resources to continue in operational existence for the foreseeable future. Thus the Trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the Trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors as to how they may be used. There are no restricted funds.

1.4 Incoming resources

Income is recognised when the Charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

When donors impose conditions which have to be fulfilled before the charity becomes entitled to use such income, the income is deferred and not included in incoming resources until the preconditions for use have been met

All incoming resources are included in the SOFA in full when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

As the Council acts as an agent for Headquarters in the collection of members' subscriptions, these monies are not the property of the Council. They are shown for information purposes only.

WEST SUSSEX COUNTY SCOUT COUNCIL

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2025

1 Accounting policies

(Continued)

1.5 Resources expended

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of the resources.

Management and administration costs are those incurred in connection with administration of the charity and compliance with constitutional and statutory requirements.

1.6 Stocks

Stocks are stated at the lower of cost and net realisable value.

1.7 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

1.8 Financial instruments

The Charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the Charity's balance sheet when the Charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

Derecognition of financial liabilities

Financial liabilities are derecognised when the Charity's contractual obligations expire or are discharged or cancelled.

1.9 Retirement benefits

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

WEST SUSSEX COUNTY SCOUT COUNCIL

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2025

1 Accounting policies (Continued)

1.10 Fund accounting

General funds are unrestricted funds, which are available for use at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the trustees for particular purposes, or funds, which have been raised for a particular purpose. The aim and use of each designated fund is set out in the notes to the financial statements.

Investment income and gains are allocated to the appropriate fund.

2 Donations, legacies and grants

	Unrestricted funds	Restricted funds	Total	Total
	2025 £	2025 £	2025 £	2024 £
IPEH Funding received	5,000	-	5,000	-
Horsham District Council	-	20,000	20,000	-
Jardine Charitable Trust	10,000	-	10,000	-
	<u>15,000</u>	<u>20,000</u>	<u>35,000</u>	<u>-</u>

3 Charitable activities

	2025 £	2024 £
County Events and Activities (net of refunds given)	49,047	137,372
Sales of badges	(337)	(726)
	<u>48,710</u>	<u>136,646</u>

4 Income from investments

	Unrestricted funds 2025 £	Unrestricted funds 2024 £
Income from listed investments	1,155	682
Interest receivable	2,227	2,265
	<u>3,382</u>	<u>2,947</u>

WEST SUSSEX COUNTY SCOUT COUNCIL

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2025

5 Other income

	2025	2024
	£	£
Membership subscriptions	443,521	416,667
Remitted to headquarters	(335,963)	(311,406)
	<u>107,558</u>	<u>105,261</u>

6 Expenditure on charitable activities

	2025	2024
	£	£
Direct costs		
Staff costs	11,537	10,551
County team expenses	7,092	8,425
Insurance	2,297	3,462
Award presentations	4,460	3,345
Leader training expenses	8,103	4,140
Activity expenses (net of refunds received)	61,687	146,165
County office expenses	5,247	6,454
Sundry expenses	-	667
Purchase of equipment	4,765	1,470
	<u>105,188</u>	<u>184,679</u>
Grant funding of activities (see note 7)	89,279	81,090
Share of support and governance costs (see note 8)		
Governance	27,226	25,759
	<u>221,693</u>	<u>291,528</u>
Analysis by fund		
Unrestricted funds	<u>221,693</u>	<u>291,528</u>

7 Grants payable

	2025	2024
	£	£
International grants	17,875	11,054
Grants re leader recruitment (via Scout Headquarters)	41,673	41,373
Grants to scout groups	29,326	24,850
Grants - IPEH fund	405	3,613
Grants - Clive Packham Memorial Fund	-	200
	<u>89,279</u>	<u>81,090</u>

WEST SUSSEX COUNTY SCOUT COUNCIL

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2025

8 Support costs

	Support costs £	Governance costs £	2025 £	2024 £	Basis of allocation
Staff costs	-	11,537	11,537	10,552	Governance
Legal and professional	-	1,182	1,182	1,032	Governance
County Team expenses	-	2,364	2,364	2,809	Governance
AGM & meeting exp's	-	6,896	6,896	4,912	Governance
County office expenses	-	5,247	5,247	6,454	Governance
	-	27,226	27,226	25,759	
Analysed between Charitable activities	-	27,226	27,226	25,759	

9 Trustees

No trustee received any remuneration in respect of their office as a trustee. Trustees received reasonable reimbursement for expenses incurred in connection with their roles, and several trustees hold other appointments within the County for which they receive reimbursement of expenses incurred in that office.

10 Employees

Number of employees

The average monthly number employees during the year was:

	2025 Number	2024 Number
County office staff	3	2

Employment costs

	2025 £	2024 £
Wages and salaries	22,968	20,875
Other pension costs	106	228
	23,074	21,103

There were no employees whose annual remuneration was £60,000 or more.

11 Net gains/(losses) on investments

	2025 £	2024 £
Revaluation of investments	(2,843)	17,557

WEST SUSSEX COUNTY SCOUT COUNCIL

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2025

12 Taxation

The charity is exempt from taxation on its activities because all its income is applied for charitable purposes.

13 Fixed asset investments

	Listed investments £
Cost or valuation	
At 1 April 2024	190,949
Valuation changes	(2,843)
Disposals	(47,830)
At 31 March 2025	140,276
Carrying amount	
At 31 March 2025	140,276
At 31 March 2024	190,949

14 Debtors

	2025 £	2024 £
Amounts falling due within one year:		
Other debtors	11,183	24,840

15 Creditors: amounts falling due within one year

	2025 £	2024 £
Other creditors	207,128	96,839

16 Restricted funds

The restricted funds of the charity comprise the unexpended balances of donations and grants held on trust subject to specific conditions by donors as to how they may be used.

	At 1 April 2024 £	Incoming resources £	At 31 March 2025 £
Horsham District Council grant	-	20,000	20,000

The grant received from Horsham District Council ("Peoples Budget"), has given towards a specific item of expenditure which has yet to be made. This is for a Mobile County Support Unit for events. This will be acquired in due course.

WEST SUSSEX COUNTY SCOUT COUNCIL

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2025

17 Designated funds

The unrestricted funds of the charity comprise the unexpended balances of donations and grants which are not subject to specific conditions by donors and grantors as to how they may be used. These include designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes.

	Balance at 1 April 2023	Resources expended	Balance at 1 April 2024	Movement in funds		Balance at 31 March 2025
	£	£	£	Incoming resources	Resources expended	£
Hardship Fund	5,517	(962)	4,555	-	-	4,555
IPEH Fund	2,651	(2,651)	-	5,000	(405)	4,595
Clive Packham Memorial Fund	4,156	(507)	3,649	-	-	3,649
	<u>12,324</u>	<u>(4,120)</u>	<u>8,204</u>	<u>5,000</u>	<u>(405)</u>	<u>12,799</u>

The Hardship Fund is designated to support people in financial difficulty.

The IPEH Fund is part of the Integrated Prevention and Earliest Help fund, and superceded the Think Family programme.

The Clive Packham Memorial Fund is now part of West Sussex County Scout Council funds, with the funds within it to be donated to causes in line with the original objectives of the fund on its inception.

18 Analysis of net assets between funds

	Unrestricted funds 2025 £	Restricted funds 2025 £	Total 2025 £
Fund balances at 31 March 2025 are represented by:			
Investments	140,276	-	140,276
Current assets/(liabilities)	40,093	20,000	60,093
	<u>180,369</u>	<u>20,000</u>	<u>200,369</u>
	Unrestricted funds 2024 £	Restricted funds 2024 £	Total 2024 £
Fund balances at 31 March 2024 are represented by:			
Investments	190,949	-	190,949
Current assets/(liabilities)	39,306	-	39,306
	<u>230,255</u>	<u>-</u>	<u>230,255</u>

WEST SUSSEX COUNTY SCOUT COUNCIL

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) *FOR THE YEAR ENDED 31 MARCH 2025*

18 Analysis of net assets between funds

(Continued)

Designated Funds are all held in current assets/(liabilities).

19 Related party transactions

There were no disclosable related party transactions during the year (2024 - none).

20 Analysis of changes in net funds

The Charity had no material debt during the year.

Charity registration number 1046955

WEST SUSSEX COUNTY SCOUT COUNCIL
ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2025

WEST SUSSEX COUNTY SCOUT COUNCIL

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees

Mr D Hopper
Mr A Swayne
Mr M Price
Miss P Woolard
Mr T Dalton
Mr T Wright
Ms L Graham

(Appointed 17 September 2024)

Mr J Firth

(Appointed 17 September 2024)

Ms H Shorrocks

(Appointed 17 September 2024)

Charity number

1046955

Principal address

Lodge Hill Centre
London Road
Watersfield
Pulborough
West Sussex
RH20 1LZ

Independent examiner

Alec Burgess FCA
Keymer Haslam & Co
4 - 6 Church Road
Burgess Hill
West Sussex
RH15 9AE

Bankers

CAF Bank Limited
25 Kings Hill Avenue
West Malling
Kent
ME19 4JQ

WEST SUSSEX COUNTY SCOUT COUNCIL

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WEST SUSSEX COUNTY SCOUT COUNCIL

TRUSTEES' REPORT

FOR THE YEAR ENDED 31 MARCH 2025

The Trustees present their annual report and financial statements for the year ended 31 March 2025.

The accounts have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the Charity's governing document, the Charities Act 2011 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015)"

Objectives and activities

We are part of the UK's biggest mixed youth organisation. We change lives by offering 4 to 25 year olds fun and challenging activities, unique experiences, everyday adventure and the chance to help others so that we make a positive impact in communities.

Scouts helps children and young adults reach their full potential. Scouts develop skills including teamwork, time management, leadership, initiative, planning, communication, self-motivation, cultural awareness and commitment. We help young people to get jobs, save lives and even change the world.

Scouts take part in activities as diverse as kayaking, abseiling, expeditions overseas, photography, climbing and zorbing. As a Scout you can learn survival skills, first aid, computer programming, or even how to fly a plane. There's something for every young person. It's a great way to have fun, make friends, get outdoors, express your creativity and experience the wider world.

The Trustees have had due regard to the Charity Commission guidance on public benefit whilst setting the objectives and activities of the charity. Our assessment is that we have met the public benefit criteria in that:

- We are an inclusive organisation abiding by TSA guidelines with regard to:
 - o Religion - Scouting is open to members of all faiths or of no faith.
 - o Equal Opportunities - Scouting does not discriminate on grounds of Ethnic Origin, Gender, Marital or civil partnership status, Sexual orientation, or Disability.
- The trustees take seriously the care, protection and safety of our members by implementing at a local level the following TSA guidelines in regard to:
 - o Safety - Policies and procedures are in place to provide scouting in a safe manner without risk to health, so far as is reasonably practicable
 - o Vetting - Policies and procedures are in place to check all adult volunteers to ensure that only adults appropriate for a role are permitted to undertake responsibilities in Scouting and that regular reviews are undertaken of adult volunteers to ensure their continued suitability
 - o Child Protection - The trustees have in place policies and procedures to safeguard the welfare of all Members by protecting them from neglect and from physical, sexual and emotional harm. As part of the child protection policy the trustees have in place further measures with regard to anti-bullying strategies.

The Trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the Charity should undertake.

Achievements and performance

The trustees produce a separate publication entitled 'West Sussex Annual Review' which contains a detailed summary of scouting activities in West Sussex for the year ended 31st March 2025. Copies are available for all attendees at the AGM and on request from the County office.

WEST SUSSEX COUNTY SCOUT COUNCIL

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2025

Consideration of Risk

The trustees are mindful of the Council's responsibilities in Risk Management and, in accordance with the requirements of the Statement of Recommended Practice, regularly reviews the major risks and ensures appropriate systems are in place to mitigate those risks.

The Trustee Board seeks to enhance this reputation through appropriate Public Relations, care in the recruitment and management of adults and working closely with the County Team to professionally resolve any disputes, which may arise. Other items include Child Protection, Safety in Scouting, Personal Accident and Equipment Insurance together with mitigating Event Cancellation costs.

Financial review

Full and detailed accounts are shown on pages 7-17 of this report. Income for the year was £194,650 (2024 £244,854); expenditure for the year was £221,693 (2024 £291,528) giving a deficit of £27,043. After the re-valuation of investments the total deficit was £29,886 (2024 Deficit £29,117). As at 31 March 2025 the reserves were £200,369 (2024 £230,255).

The Trustee Board continues to monitor the income streams of the County. Whilst the greater proportion is directly linked to the membership level which is more stable, a proportion is entirely variable and cannot be guaranteed.

The Trustee Board determines the quantum of funds to be invested for the longer term, based on its objectives and financial position. The funds are deposited with the CCLA. The underlying funds are invested in a combination of fixed interest and managed funds.

The unrestricted and designated funds at 31 March 2025 are shown in the balance sheet. The trustees consider the financial state of affairs to be satisfactory.

The Trustee Board is committed to reducing substantially the level of reserves for the longer term. A primary objective is to keep the membership fee as low as possible to help scouting membership in West Sussex to grow. This was implemented in the year ended 31 March 2014 and will continue. The Trustees' policy on reserves is to hold sufficient resources to continue the charitable activities of the County. The Trustees consider that the County should aim to retain a minimum financial reserve sufficient to support the operation of the County Scout Council for a period of twelve months. This includes, in exceptional circumstances, the support of any of the ten Districts who may be experiencing financial difficulties.

To this end the Trustees aim to retain a reserve fund of £150,000 at any given time. The sum will be reviewed annually.

It is the policy of the Charity that unrestricted funds which have not been designated for a specific use should be maintained at a level equivalent to between three and six month's expenditure. The Trustees consider that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the Charity's current activities while consideration is given to ways in which additional funds may be raised. This level of reserves has been maintained throughout the year.

The Trustees have assessed the major risks to which the Charity is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks.

WEST SUSSEX COUNTY SCOUT COUNCIL

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2025

The trustees are mindful of the Council's responsibilities in Risk Management and endeavour to follow best practice as advised by the Charity Commission and TSA guidelines. Reviews are undertaken with regard to the major risks to ensure appropriate systems are in place to mitigate those risks.

The Trustee Board has a specialist sub-team to manage the recruitment of adults and, working closely with the County Management Team (CMT), to professionally resolve any disputes which may arise. Responsibility for the risk assessment for scouting events is delegated to the CMT and from there to the scout leaders who run the events. Policies and procedures are in place to ensure leaders are following correct guidelines in this important matter. All international events are monitored and approved by the Visits Abroad Recommender according to guidelines issued by TSA.

The Trustee Board regularly reviews H&S matters and implements changes/gives advice to districts and groups. The Trustee Board has created the position of County H&S Lead to support members in best practice in this critical field.

The TSA provides a basic level of Personal Accident and Medical Insurance for all youth members, adult members and adult associate members who may sustain injury whilst participating in scouting activities. The trustees are aware that the policy only provides limited benefits but, in common with other Counties, considers it too expensive to provide a separate fully comprehensive cover. The Trustee Board purchase a separate insurance policy to provide a basic level of insurance cover to unnamed helpers at County events. The Trustee Board also insure named specialised County equipment and have policies to cover major event cancellation.

Structure, governance and management

The Trustees who served during the year were:

Mrs R Hammond	(Resigned 8 May 2024)
Mr S Mitchison	(Resigned 17 September 2024)
Mrs F Trimming	(Resigned 17 September 2024)
Mr D Hopper	
Mr C Holmes	(Resigned 17 September 2024)
Mr A Swayne	
Mr M Price	
Mr E Hills	(Resigned 17 September 2024)
Miss P Woolard	
Mr T Dalton	
Mr T Wright	
Ms L Graham	(Appointed 17 September 2024)
Mr J Firth	(Appointed 17 September 2024)
Ms H Shorrocks	(Appointed 17 September 2024)

WEST SUSSEX COUNTY SCOUT COUNCIL

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2025

The County's governing documents are those of The Scout Association (TSA). TSA has a Royal Charter and so West Sussex County Scout Council (WSCSC) is a linked charitable trust registered with the Charity Commission. The Royal Charter gives authority to the Bye Laws of the Association and The Policy, Organisation and Rules of The Scout Association. The Scout Association is the representative body of the World Organisation of Scout Movements in the United Kingdom. The County is a trust established under rules common to all Scout Associations.

Structural changes to the governance and organisation of Scout Counties, Districts and Groups were implemented by TSA in 2024. Following these changes a new system of appointing trustees was implemented and used for the first time at the County AGM in September 2024.

Trustees are otherwise known as members of the Trustee Board. Elections occur at the Annual General Meeting of the charity which must be held within 6 months of the County financial year end. Charity Trustees including the Chair and Treasurer are elected by the members of WSCSC, having previously been approved by an independent panel consisting of five experienced county members. Trustees serve a fixed term appointment of 3 years at which point they can opt for re-election but may only serve for a total of nine years. New trustees will be vetted by the Independent panel before being elected for an initial one year term, at which point they can be re-elected on a rolling 3 year term. Individuals may be co-opted as Trustees by the Trustee Board at any time before submitting to the Independent panel and Scout Council at the following AGM. The County Lead Volunteer is appointed by the Regional Lead and usually serves a fixed term appointment of five years.

The Trustees met via "Teams", but also had face to face meetings, and met on 6 occasions from April 2024 to March 2025 to consider and approve matters relating to the administration and financial management of WSCSC. The trustees also participated in online voting polls during the year at the request of the County Chairman. The quorum was exceeded at all meetings and online voting polls. The Annual General Meeting of the District Scout Council, to which all members of WSCSC are invited, was held on 17 September 2024. The Minutes of the AGM were reviewed by the Trustee Board at the September meeting and are available for inspection by all attendees at the AGM 2024 or by request to the County office.

The County 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 comprehensive insurance policies to ensure that insurable risks are covered.

The trustees' report was approved by the Board of Trustees.

Mr T Wright

Trustee

Dated: 28 July 2025

WEST SUSSEX COUNTY SCOUT COUNCIL

STATEMENT OF TRUSTEES' RESPONSIBILITIES

FOR THE YEAR ENDED 31 MARCH 2025

The Trustees are responsible for preparing the Trustees' Report and the accounts in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales requires the Trustees to prepare accounts for each financial year which give a true and fair view of the state of affairs of the Charity and of the incoming resources and application of resources of the Charity for that year.

In preparing these accounts, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the accounts; and
- prepare the accounts on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The Trustees are responsible for keeping sufficient accounting records that disclose with reasonable accuracy at any time the financial position of the Charity and enable them to ensure that the accounts comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

WEST SUSSEX COUNTY SCOUT COUNCIL

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF WEST SUSSEX COUNTY SCOUT COUNCIL

I report to the Trustees on my examination of the financial statements of West Sussex County Scout Council (the Charity) for the year ended 31 March 2025.

Responsibilities and basis of report

As the Trustees of the Charity you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 (the 2011 Act).

I report in respect of my examination of the Charity's financial statements carried out under section 145 of the 2011 Act. In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

- 1 accounting records were not kept in respect of the Charity as required by section 130 of the 2011 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

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 financial statements to be reached.

Alec Burgess FCA

Keymer Haslam & Co
4 - 6 Church Road
Burgess Hill
West Sussex
RH15 9AE

Dated: 4 August 2025

WEST SUSSEX COUNTY SCOUT COUNCIL

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2025

	Notes	Unrestricted funds 2025 £	Restricted funds 2025 £	Total 2025 £	Unrestricted funds 2024 £
Income and endowments from:					
Donations and legacies	2	15,000	20,000	35,000	-
Charitable activities	3	48,710	-	48,710	136,646
Investments	4	3,382	-	3,382	2,947
Other income	5	107,558	-	107,558	105,261
Total income		<u>174,650</u>	<u>20,000</u>	<u>194,650</u>	<u>244,854</u>
Charitable activities	6	<u>221,693</u>	<u>-</u>	<u>221,693</u>	<u>291,528</u>
Net gains/(losses) on investments	11	<u>(2,843)</u>	<u>-</u>	<u>(2,843)</u>	<u>17,557</u>
Net income/(expenditure) and movement in funds		<u>(49,886)</u>	<u>20,000</u>	<u>(29,886)</u>	<u>(29,117)</u>
Reconciliation of funds:					
Fund balances at 1 April 2024		<u>230,255</u>	<u>-</u>	<u>230,255</u>	<u>259,372</u>
Fund balances at 31 March 2025		<u><u>180,369</u></u>	<u><u>20,000</u></u>	<u><u>200,369</u></u>	<u><u>230,255</u></u>

All income and expenditure derive from continuing activities.

WEST SUSSEX COUNTY SCOUT COUNCIL

BALANCE SHEET

AS AT 31 MARCH 2025

	Notes	2025 £	£	2024 £	£
Fixed assets					
Investments	13		140,276		190,949
Current assets					
Stocks		1,695		2,686	
Debtors	14	11,183		24,840	
Cash at bank and in hand		254,343		108,619	
		<u>267,221</u>		<u>136,145</u>	
Creditors: amounts falling due within one year	15	<u>(207,128)</u>		<u>(96,839)</u>	
Net current assets			60,093		39,306
Total assets less current liabilities			<u>200,369</u>		<u>230,255</u>
Income funds					
Restricted funds	16		20,000		-
<u>Unrestricted funds</u>					
Designated funds	17	12,799		8,204	
General unrestricted funds		<u>167,570</u>		<u>222,051</u>	
			180,369		230,255
			<u>200,369</u>		<u>230,255</u>

The accounts were approved by the Trustees on 28 July 2025

Mr D Hopper
Trustee

Mr T Wright
Trustee

WEST SUSSEX COUNTY SCOUT COUNCIL

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2025

1 Accounting policies

Charity information

West Sussex County Scout Council is a registered with the Charities Commission, as a charitable Trust linked with The Scout Association.

1.1 Accounting convention

The financial statements have been prepared in accordance with the Charity's governing document, the Charities Act 2011 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (as amended for accounting periods commencing from 1 January 2016). The Charity is a Public Benefit Entity as defined by FRS 102.

The financial statements have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a true and fair view. This departure has involved following the Statement of Recommended Practice for charities applying FRS 102 rather than the version of the Statement of Recommended Practice which is referred to in the Regulations but which has since been withdrawn.

The financial statements are prepared in sterling, which is the functional currency of the Charity. Monetary amounts in these financial statements are rounded to the nearest £.

The accounts have been prepared under the historical cost convention, modified to include the revaluation of certain financial instruments at fair value. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the financial statements, the Trustees have a reasonable expectation that the Charity has adequate resources to continue in operational existence for the foreseeable future. Thus the Trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the Trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors as to how they may be used. There are no restricted funds.

1.4 Incoming resources

Income is recognised when the Charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

When donors impose conditions which have to be fulfilled before the charity becomes entitled to use such income, the income is deferred and not included in incoming resources until the preconditions for use have been met

All incoming resources are included in the SOFA in full when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

As the Council acts as an agent for Headquarters in the collection of members' subscriptions, these monies are not the property of the Council. They are shown for information purposes only.

WEST SUSSEX COUNTY SCOUT COUNCIL

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2025

1 Accounting policies

(Continued)

1.5 Resources expended

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of the resources.

Management and administration costs are those incurred in connection with administration of the charity and compliance with constitutional and statutory requirements.

1.6 Stocks

Stocks are stated at the lower of cost and net realisable value.

1.7 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

1.8 Financial instruments

The Charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the Charity's balance sheet when the Charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

Derecognition of financial liabilities

Financial liabilities are derecognised when the Charity's contractual obligations expire or are discharged or cancelled.

1.9 Retirement benefits

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

WEST SUSSEX COUNTY SCOUT COUNCIL

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2025

1 Accounting policies (Continued)

1.10 Fund accounting

General funds are unrestricted funds, which are available for use at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the trustees for particular purposes, or funds, which have been raised for a particular purpose. The aim and use of each designated fund is set out in the notes to the financial statements.

Investment income and gains are allocated to the appropriate fund.

2 Donations, legacies and grants

	Unrestricted funds	Restricted funds	Total	Total
	2025 £	2025 £	2025 £	2024 £
IPEH Funding received	5,000	-	5,000	-
Horsham District Council	-	20,000	20,000	-
Jardine Charitable Trust	10,000	-	10,000	-
	<u>15,000</u>	<u>20,000</u>	<u>35,000</u>	<u>-</u>

3 Charitable activities

	2025 £	2024 £
County Events and Activities (net of refunds given)	49,047	137,372
Sales of badges	(337)	(726)
	<u>48,710</u>	<u>136,646</u>

4 Income from investments

	Unrestricted funds 2025 £	Unrestricted funds 2024 £
Income from listed investments	1,155	682
Interest receivable	2,227	2,265
	<u>3,382</u>	<u>2,947</u>

WEST SUSSEX COUNTY SCOUT COUNCIL

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2025

5 Other income

	2025	2024
	£	£
Membership subscriptions	443,521	416,667
Remitted to headquarters	(335,963)	(311,406)
	<u>107,558</u>	<u>105,261</u>

6 Expenditure on charitable activities

	2025	2024
	£	£
Direct costs		
Staff costs	11,537	10,551
County team expenses	7,092	8,425
Insurance	2,297	3,462
Award presentations	4,460	3,345
Leader training expenses	8,103	4,140
Activity expenses (net of refunds received)	61,687	146,165
County office expenses	5,247	6,454
Sundry expenses	-	667
Purchase of equipment	4,765	1,470
	<u>105,188</u>	<u>184,679</u>
Grant funding of activities (see note 7)	89,279	81,090
Share of support and governance costs (see note 8)		
Governance	27,226	25,759
	<u>221,693</u>	<u>291,528</u>
Analysis by fund		
Unrestricted funds	<u>221,693</u>	<u>291,528</u>

7 Grants payable

	2025	2024
	£	£
International grants	17,875	11,054
Grants re leader recruitment (via Scout Headquarters)	41,673	41,373
Grants to scout groups	29,326	24,850
Grants - IPEH fund	405	3,613
Grants - Clive Packham Memorial Fund	-	200
	<u>89,279</u>	<u>81,090</u>

WEST SUSSEX COUNTY SCOUT COUNCIL

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2025

8 Support costs

	Support costs £	Governance costs £	2025 £	2024 £	Basis of allocation
Staff costs	-	11,537	11,537	10,552	Governance
Legal and professional	-	1,182	1,182	1,032	Governance
County Team expenses	-	2,364	2,364	2,809	Governance
AGM & meeting exp's	-	6,896	6,896	4,912	Governance
County office expenses	-	5,247	5,247	6,454	Governance
	-	27,226	27,226	25,759	
Analysed between Charitable activities	-	27,226	27,226	25,759	

9 Trustees

No trustee received any remuneration in respect of their office as a trustee. Trustees received reasonable reimbursement for expenses incurred in connection with their roles, and several trustees hold other appointments within the County for which they receive reimbursement of expenses incurred in that office.

10 Employees

Number of employees

The average monthly number employees during the year was:

	2025 Number	2024 Number
County office staff	3	2

Employment costs

	2025 £	2024 £
Wages and salaries	22,968	20,875
Other pension costs	106	228
	23,074	21,103

There were no employees whose annual remuneration was £60,000 or more.

11 Net gains/(losses) on investments

	2025 £	2024 £
Revaluation of investments	(2,843)	17,557

WEST SUSSEX COUNTY SCOUT COUNCIL

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2025

12 Taxation

The charity is exempt from taxation on its activities because all its income is applied for charitable purposes.

13 Fixed asset investments

	Listed investments £
Cost or valuation	
At 1 April 2024	190,949
Valuation changes	(2,843)
Disposals	(47,830)
At 31 March 2025	140,276
Carrying amount	
At 31 March 2025	140,276
At 31 March 2024	190,949

14 Debtors

	2025 £	2024 £
Amounts falling due within one year:		
Other debtors	11,183	24,840

15 Creditors: amounts falling due within one year

	2025 £	2024 £
Other creditors	207,128	96,839

16 Restricted funds

The restricted funds of the charity comprise the unexpended balances of donations and grants held on trust subject to specific conditions by donors as to how they may be used.

	At 1 April 2024 £	Incoming resources £	At 31 March 2025 £
Horsham District Council grant	-	20,000	20,000

The grant received from Horsham District Council ("Peoples Budget"), has given towards a specific item of expenditure which has yet to be made. This is for a Mobile County Support Unit for events. This will be acquired in due course.

WEST SUSSEX COUNTY SCOUT COUNCIL

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2025

17 Designated funds

The unrestricted funds of the charity comprise the unexpended balances of donations and grants which are not subject to specific conditions by donors and grantors as to how they may be used. These include designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes.

	Movement in funds				
	Balance at 1 April 2023 £	Resources expended £	Balance at 1 April 2024 £	Incoming resources £	Resources expended 31 March 2025 £
Hardship Fund	5,517	(962)	4,555	-	-
IPEH Fund	2,651	(2,651)	-	5,000	(405)
Clive Packham Memorial Fund	4,156	(507)	3,649	-	-
	<u>12,324</u>	<u>(4,120)</u>	<u>8,204</u>	<u>5,000</u>	<u>(405)</u>
	<u><u>12,324</u></u>	<u><u>(4,120)</u></u>	<u><u>8,204</u></u>	<u><u>5,000</u></u>	<u><u>(405)</u></u>

The Hardship Fund is designated to support people in financial difficulty.

The IPEH Fund is part of the Integrated Prevention and Earliest Help fund, and superceded the Think Family programme.

The Clive Packham Memorial Fund is now part of West Sussex County Scout Council funds, with the funds within it to be donated to causes in line with the original objectives of the fund on its inception.

18 Analysis of net assets between funds

	Unrestricted funds 2025 £	Restricted funds 2025 £	Total 2025 £
Fund balances at 31 March 2025 are represented by:			
Investments	140,276	-	140,276
Current assets/(liabilities)	40,093	20,000	60,093
	<u>180,369</u>	<u>20,000</u>	<u>200,369</u>
	<u><u>180,369</u></u>	<u><u>20,000</u></u>	<u><u>200,369</u></u>
	Unrestricted funds 2024 £	Restricted funds 2024 £	Total 2024 £
Fund balances at 31 March 2024 are represented by:			
Investments	190,949	-	190,949
Current assets/(liabilities)	39,306	-	39,306
	<u>230,255</u>	<u>-</u>	<u>230,255</u>
	<u><u>230,255</u></u>	<u><u>-</u></u>	<u><u>230,255</u></u>

WEST SUSSEX COUNTY SCOUT COUNCIL

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) *FOR THE YEAR ENDED 31 MARCH 2025*

18 Analysis of net assets between funds

(Continued)

Designated Funds are all held in current assets/(liabilities).

19 Related party transactions

There were no disclosable related party transactions during the year (2024 - none).

20 Analysis of changes in net funds

The Charity had no material debt during the year.

Accounts



**WEST SUSSEX
COUNTY SCOUTS**

Scouts
West Sussex

**ANNUAL REVIEW
2023 - 2024**

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COUNTY CHAIR



The Scout Association is currently undergoing a period of transformation to ensure that volunteering is made easier, more enjoyable and rewarding, while actively engaging and supporting young people in their personal development, and empowering them to make a positive contribution to society.

During the year Executive Committees adopted the name 'Trustee Boards' to better reflect their governance role. The County Board of Trustees have continued to ensure effective governance of West Sussex Scouts through planning financial and practical resources, ensuring the safety of buildings and people, complying with Scout policies and legislation pertaining to charities. Safety and safeguarding compliance continue to be a priority.

During the year, we welcomed Tim Wright as a trustee, and Phoebe Woolard, County Youth Commissioner to the Board. Robert Sawyer resigned as County Commissioner in December, after a very active seven-year appointment. We thank him for his tireless and outstanding contribution to West Sussex Scouts.

Tom Dalton has succeeded Robert as County Lead Volunteer and joined the Board in January. I was pleased to appoint Miles Price, Deputy Youth Commissioner as Deputy County Chairman. Miles is on the County Transformation Team and is an expert in Governance, supporting the County and District trustees.

In this my final report as County Chairman, I would like to pay particular tribute to Steven Mitchison, County Secretary, David Hopper, County Treasurer, our office administrators and indeed all the trustees, leaders and helpers.

Over the nearly twenty years I have been privileged to be a part of West Sussex Scouts, I have been immensely impressed by the dedication and commitment of all the Leaders and helpers who continue to volunteer their time to ensure that the provision of safe and enjoyable Scouting is available to the young people of West Sussex.

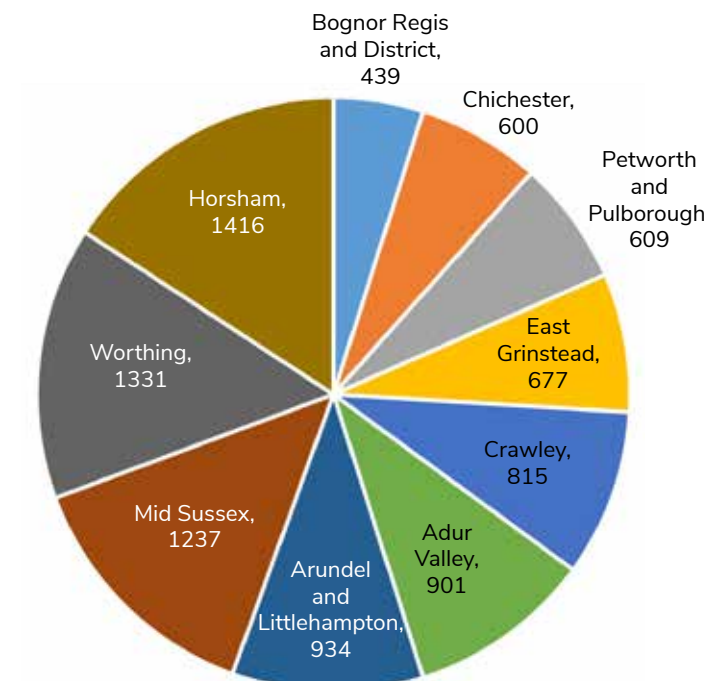
I am delighted that Tim Wright has agreed to take over as Chairman of the County Trustee Board and know that with such a strong County Team with him, West Sussex Scouts will continue to thrive and grow in the future.

Thank you all most sincerely,

Rachel Hammond
County Chair



Youth Numbers 2024 Total: 8959

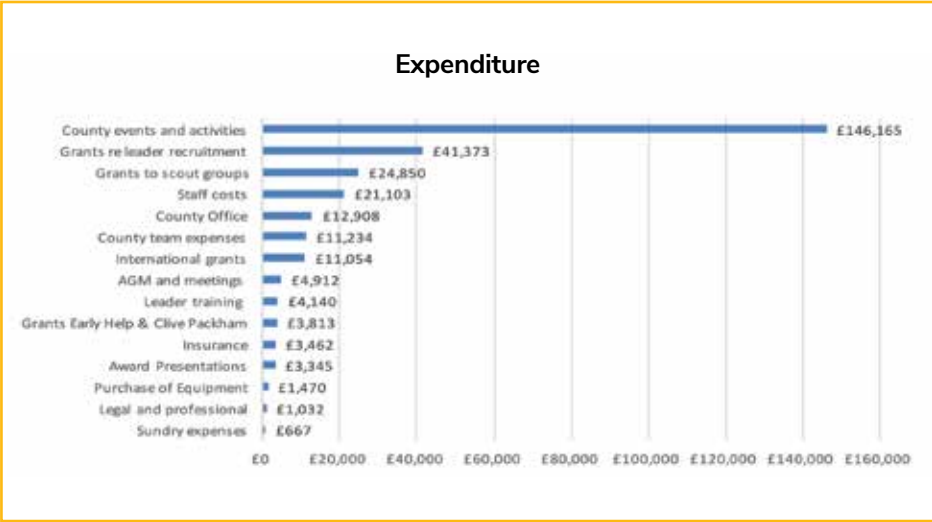
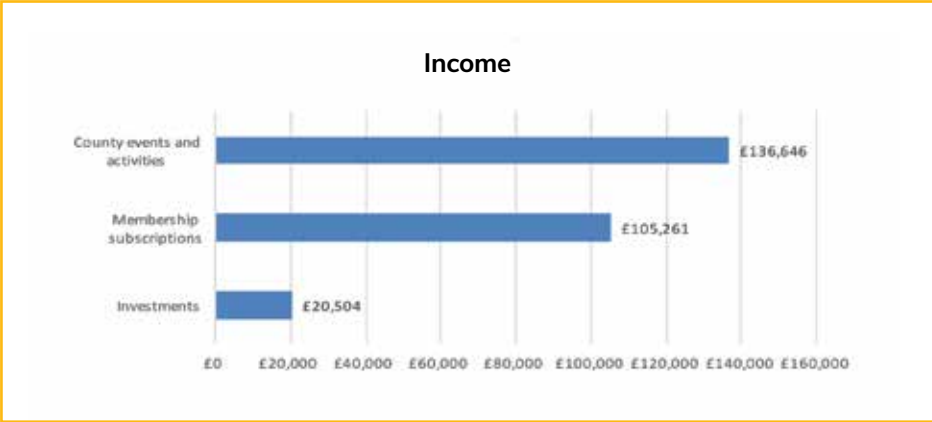


COUNTY TREASURER

The graphs and tables on this page show County income, expenditure and assets for 2023/2024. The figures are taken from the County Annual Report but have been slightly modified to simplify the illustrations. Readers are referred to the Annual report for comprehensive financial detail and explanation.

David Hopper
County Treasurer

Income	
Investments	£20,504
Membership subscriptions	£105,261
County events & activities	£136,646
Total Income	£262,411
Expenditure	
Sundry expenses	£667
Legal and professional	£1,032
Purchase of equipment	£1,470
Award Presentations	£3,345
Insurance	£3,462
Grants Early Help & Clive Packham	£3,813
Leader training	£4,140
AGM and meetings	£4,912
International grants	£11,054
County team expenses	£11,234
County Office	£12,908
Staff costs	£27,479
International grants	£21,103
Grants to scout groups	£24,850
Grants re leader recruitment	£41,373
County events & activities	£146,165
Total expenses	£291,528
Deficit / surplus	-£29,117



Assets	
Year	Assets
2020	£235,794
2021	£313,821
2022	£304,560
2023	£259,372
2024	£230,255



OUR STRATEGIC OBJECTIVES

Due to the impact of the Covid pandemic The Scout Association has extended its Skills for Life strategy to 2025 with these same objectives remaining in place:

GROWTH
We believe Scouting changes lives so we want to give every young person in the UK the opportunity to join.
INCLUSIVITY
Everyone, regardless of their background, should be able to participate in Scouting.
YOUTH SHAPED
Every young person should be shaping their experience and developing their leadership potential.
COMMUNITY IMPACT
Through community impact projects, Scouting makes a difference not just to the individual but to whole communities.

Our Values
We act with care, respect, integrity, cooperation, exploring our own and others' beliefs.

Our Mission
Scouting actively engages and supports young people in their personal development, empowering them to make a positive contribution to society.

Our Vision
By 2025 we will have prepared more young people with Skills for Life, supported by amazing leaders delivering an inspiring programme. We will be growing, more inclusive, shaped by young people and making a bigger impact in our communities.

SKILLS FOR LIFE STRATEGY

The programmes of work that will help us to achieve our strategy have been revised and now include two new objectives of 'Digital' and 'Early Years':

PROGRAMME
A fun, enjoyable, high quality programme consistently delivered and supported by simple (digital) tools
PEOPLE
More, well trained, better supported and motivated adult volunteers, and more young people from diverse backgrounds.
PERCEPTION
Scouting is understood, more visible, trusted, respected and widely seen as playing a key role in society today.
DIGITAL
Embedding our digital principles and transforming the Scouting experience with better digital tools
EARLY YEARS
Provide more young people with Skills for Life through a new section for four and five year olds

COUNTY LEAD VOLUNTEERS

During 2023/24 there were changes to the County Commissioner role. Robert Sawyer, who led the County from April 2017, resigned in December 2023 and Tom Dalton was appointed in January 2024.

In addition, to align with the new scout transformation guidance, the job title of County Commissioner changed to County Lead Volunteer. For the sake of clarity both Robert and Tom are shown holding the title of County Lead Volunteer for the duration of their respective terms in office.

In 2024, the County achieved a growth target of almost 5%. This is a massive leap in members from last year. With the introduction of squirrels and a grant from the uniformed youth fund, more sections have been able to open. With these new young people, come new adults and we're so pleased to welcome them all to West Sussex Scouts.

It's worth mentioning that in all the successes, there has also been challenges. With both the South Korean World Scout Jamboree and more recently, the safety and safeguarding concerns, there has been a lot on the mind. However, we have faced all of these challenges with determination as well as care and compassion for those involved. It's important that as a county, we learn from these for the future.

As we began 2024, I started my tenure as your Lead Volunteer in the County. Immediately, I started seeing the amazing work that everyone has been doing. With Transformation looming, it's great to see everyone start to embrace the new changes and see the positive impact that we can leverage from them.

I was delighted to travel across the county and witness new Squirrel sections open in many groups. Not only are these 4-5 year olds now a part of our community, more adults are being brought into the movement with them and I've loved meeting them all.

As we go forward in 2024 and into 2025, we are going to witness lots of change across our organisation. I encourage everyone to look forward and embrace these changes. At the end of every day though, no matter what happens or when, our core aim remains to provide #SkillsForLife.

I thank everyone for the immense effort they have put in this past year and look forward to meeting as many of you as possible as we head into this next phase of West Sussex Scouting.

Tom Dalton
County Lead Volunteer



It has been another amazing year of Scouting in West Sussex. As I have reported before across West Sussex you will find great Scouting activities taking place all times of the year with all ages. I have been very lucky to see some of the events first hand. It is always great to see all the members within Scouting in West Sussex having fun and gaining Skills for Life no matter what age.

In the time that I have been County Commissioner in West Sussex I have seen Scouting continue to grow with new members, new sections, and new groups. I am always impressed to see adult members run great programmes across the County for the Young Members.

At County level we have been able to present Young Members with their top awards from Chief Scouts Gold Award to the Queen Scouts Award and the new King Scout Awards.

After seven years as the County Commissioner, I have now stepped down and I would like to say huge thank you to all our adult volunteers in West Sussex who give up so much of their time so that the young members have the opportunity to take part in great Scouting activities. What you do is great for them and for the community of West Sussex as a whole. Finally, I would like to wish you all the best going forwards and growing Scouting in West Sussex.

Robert Sawyer
County Lead Volunteer



COUNTY YOUTH LEAD



We have had a very busy Youth Shaped year! The District Youth Leads (previously District Youth Commissioners) have been roaming around their districts helping to provide Youth Shaped support, through attending section meetings, district/county events like 'Go Beavers' and behind the scenes at Trustee Board meetings.

Throughout the year, the Youth Shaped Award has continued to be a driving force across the county. It's great to see young people actively engaging in the planning and running of their programme, and the support provided by leaders in imaginative and fun ways. We also had young people across the districts helping to celebrate the King's Coronation and the Big Help Out, joining 6 million Scouts nationally to help their local communities.

We are looking forward to continuing to push the importance of Youth Shaped scouting across the County, with plans for an Explorer Challenge/Youth Shape event planned for September 2024, and a new Youth Shaped Award for Squirrels!

If you would like some information or advice about Youth Shaped Scouting, please get in touch with your District Youth Lead, or email me at phoebe.woolard@westsussexscouts.org.uk.

Phoebe Woolard
County Youth Lead



4-5 > **Squirrels**
6-8 > **BEAVERS**
8-10½ > **cubs**
10½-14 > **SCOUTS**
14-18 > **EXPLORERS**
18-25 > **network**

SECTION REPORTS

The valued volunteers are providing our young people the adventure and outdoor skills that scouting is all about. Development of the skills for life through our weekly meetings is part of a quality programme that our young people are benefiting from and can be seen in the number of top awards that have been achieved in the last year.

Groups are continuing to go on adventures on the water paddle boarding, canoeing, kayaking and even sailing, going out into the community and taking part in fundraising events and projects and more importantly camping in groups and also across districts at bigger district wide events

Squirrels in the county are going from strength to strength providing a scouting programme to our youngest members in the county; with the numbers of expressions of interest within the county growing all the time and squirrel dreys have opening in the districts to help the growth of the section now with 24 Squirrel dreys in the county.



This year we saw seven young people achieve their King's Scout Award. The Highest award a youth member can achieve and shows a huge level of commitment. We have also had a Group of Network members for Crawley District complete their explorer belt expedition travelling across Croatia over 10 days. This award is the culmination of months of Planning, budgeting and working together to achieve the number do tasks set out by their mentor while traveling across another country. Well done to the Crawley Network members. One member of Crawley Network achieved the Scouts of the World Award. Scouts of the World Award (SOWA) is a Scout Network only award that gives Scout Network members the chance to undertake a project of their choice within the themes of Peace, Environment and Sustainability and take action on their chosen issue. This award is very rarely achieved and I would like to congratulate Courtney Palmer- Jones for achieving this award.

After two years of planning, camps, events and fundraising; August saw the 25th World Scout Jamboree in South Korea where 72 young people and 8 Volunteers in two units from our County attend as well as many international service team members. This would be an experience of a life time which they would never forget. Due to a number of issues the event didn't go to plan and with the help of UK contingent and our volunteers in South Korea and at home our young people still experienced an international event with Scouts from all over the world. I would like to thank our Jamboree support team and all volunteers involved with keeping our young people safe while on the World Scout Jamboree. This really showed the strength and Spirit of Scouting and the ways we have to adapt to help provide support and help when the time is needed.

I would like to thank all the leaders and volunteers in the groups and districts who continued to scout providing the young people of West Sussex with the scouting experience they love and enjoy. I would also like to thank the members of the West Sussex Programme Team who have been there to support districts and leaders throughout the County.

Matt Pike
DCC Programme

COUNTY ACTIVITIES

My sincere thanks to all our Activity Assessors, District Nights Away Advisors, our Active Support Managers, their respective teams and supporters, for all their efforts during the year in supporting the provision of camping and adventurous activities. Equally, I would like to convey my appreciation to our Adventurous Activity and Nights Away Permit Holders for their support in ensuring that our Young People can develop their organisational, managerial, practical and team building skills enhancing their lives both now and in their futures.

Special mention to Chris Searle and the Downsman team for a great event this year and sterling work over the past 6 years (see the separate Downsman report, included in this annual review). We have a new team in place, which I believe will continue to deliver a great hiking experience to all!

Supreme held its 16th Box Cart Championship at Goodwood Raceway in September. Forty teams entered including teams from all the home nations. My thanks go to Stephen and Amanda Bell and the Supreme SASU for again organising another fun and active event.

In February, along with my counterparts across our region, we held our first Zoom call since the pandemic, to re-invigorate our commitment

towards regional integration and support for activities. I see this as important as we transition to the new digital Adult Membership System and Learning Management Systems during 2024/25

It is worth re-emphasising that the Scout Association is privileged to be able to run its' own Adventurous Activity Permit Scheme. This Scheme allows Leaders and young people to be granted a permit to run Adventurous Activities, following a recommendation from a qualified Assessor. A similar Scheme (Nights Away Permit Scheme) allows Leaders to be granted a permit to run overnight residential experiences. Both schemes are National and rely on a common-sense approach from our assessors to ensure compliance with and adherence to the issued Scheme guidelines. Occasionally, things can go wrong, with both Schemes now under great scrutiny because of the coroner's findings emanating from the Inquest into the Great Orme tragedy of 2018. I expect to see significant changes tightening both schemes during 2024/25 and possibly beyond.

Paul Arkle
Assistant County Commissioner (Activities)



Our 12 County Scout Active Support Units (SASUs):

- Archery
- Caving
- Climbing
- Downsman
- Hill Walking
- Media and Communications
- Radio
- Sea School
- SEAT
- Shooting
- Supreme Box Carts
- Sustainability



DUKE OF EDINBURGH'S AWARD SCHEME

The year so far has been incredibly successful for the awards. We have witnessed remarkable accomplishments in various categories. These achievements are truly phenomenal for our deserving recipients. There has been a lot of hard work put into these awards by all participants. Looking ahead, the outlook for the coming year is extremely promising, and we anticipate a continued increase in the number of awards.

In the Duke of Edinburgh Scheme, our County has once again experienced an unbelievable uptake, thanks to the dedication of our D of E Leaders. The awards achieved this year have been nothing short of incredible. Our Young People have earned 96 Bronze Awards, 50 Silver Awards, and nine Gold Awards. Once again, the numbers are looking positive for the current year, and we are already fully booked for the next two Award Ceremonies.

The Awards are in excellent shape, and with a few adjustments to the recording system on the leaders' side with new online forms coming shortly, we aim to achieve even higher numbers in the year ahead. I would like to extend my heartfelt congratulations to everyone for their remarkable achievements. I also want to express my gratitude to all the leaders and parents for their unwavering support in providing Young People with the opportunity to participate in these awards.

Gregers Young
Duke of Edinburgh's Award Advisor



INTERNATIONAL

2023 through 2024 was always going to be a big year for West Sussex International Scouting. With global, District trips happening, the world of scouting again became a smaller place for our Young People.

April 2023 saw plans for the IST International Service Team flourish for Roverway 2024. With it came the opportunity for sixteen young people to be part of the two West Sussex patrols. The long awaited World Scout Jamboree taking place in Korea started with the departure of the two West Sussex Units and the Surrey/West Sussex IST Crew 'Marlions' in July. They had all finished their preparation camps, completed their fundraising and were off to experience global Scouting at its best... Or so I thought!

The Young People were let loose on Seoul to put all their previous planning into effect and take a dive into the culture and delights of Korea. After a slightly extended time in Seoul, the UK Contingent finally made their way to site. The 'West Sussex Wasps' and 'West Sussex Warriors' arrived to join thousands of Scouts from around the world, only to find things weren't as they had hoped. The hard work of the Units preparation camps were put to the test with heat, sanitation, and hydration issues to contend with. The leader teams, young people and IST pulled together and were a true testament to the resilience of Scouting in West Sussex.

After only three days on site a very hard decision was made by the UK Management team and other countries to leave the Jamboree site. The Units had to adapt to their new surroundings back in Seoul. Where a completely new programme of events was put together in record time by the UK scouting and diplomatic teams to ensure the Young People all had the best global scouting experience possible under extremely difficult circumstances. Every Leader, and IST member had to find new strength and tenacity to make the best of the ever changing situation.

I am proud of each and every one of them for what they did to keep the experience going for our young people. A huge 'thank you', has to go to the UK CMST who all worked tirelessly to give members a Jamboree they will never forget and for keeping the Jamboree spirit alive to spark again at the 26th World Scout Jamboree, Poland in 2027!

After licking its International wounds, Scouting had the opportunity to redeem itself with preparations for Roverway 2024 ramping up. Alas, the next large international event was hit by something it could never have imagined. In December 2023 the designated Roverway site near Stavanger, Norway had its capacity quickly cut in size due to the discovery of Viking archaeology!

I am pleased to say West Sussex was largely unaffected by this downsize. After changes to the structures of our two patrols, they are progressing with their preparations to go 'North of the Ordinary' in July 2024.

Peter Few
Assistant County
Commissioner (International)



DIVERSITY AND INCLUSION

It has been another busy year for the Diversity and Inclusion. The Promoting Positive Behaviour and Additional Needs workshop, along with Scouting for all and LGBTQ+ workshop both continue to be really popular, with many leaders and assistants reporting they have been given new tools and ideas to support their young people. These workshops are open to all as part of training or ongoing learning. Understanding who our young people are and ensuring expectations are clear with code of conducts and the West Sussex behaviour policy are key focuses for the team. It is important as a county we are always looking to make reasonable adjustments for all our young people and adult volunteers.



I have been supporting all those attending the World Scout Jamboree to ensure we make adjustments and have led training for the leader teams on mental health and behaviour alongside meeting with the units and exploring keeping safe and relationships with them.

It has been great to see Explorers and young people take part in Pride events this year. We have invested in West Sussex Pride banner and feather flags which can be borrowed for any event to promote inclusivity.

West Sussex is a diverse county and we must now focus to build Scouting within all demographics of the county. It is important we continue to ask how we can adapt and be inclusive and always keep the door open to every young person and volunteer in a safe and inclusive way. Please continue to ask for support before saying no to anything, no one on their own is an expert but together we are an amazing team.

Thank you for all your amazing work within the County this year and I look forward to meeting more of you in the coming year as we grow the team and focus on more Pride events, broader cultural diversity and strive to make inclusion roles key parts of districts under the transformation.

Suzanne Few
DCC Diversity and Inclusion



ADULT TRAINING

This time last year I started by saying the transition date edges ever nearer and training as we know it will see significant changes but for now it is business as usual and that is still the case. We did run the usual training weekend at Lodge Hill in November which was very well supported. We are planning to do the same again this year and it will be held on the weekend of 26th/27th October. This is slightly earlier than normal in the hope that Compass hasn't been frozen by then. Details will be announced shortly on Eventbrite once the programme has been finalised.

First Aid courses are still being run on a frequent basis across all corners of the county so there is no excuse for adults not being able to renew their training. So far this year we have run 17 first aid courses across the county and a further 7 are planned. We have a very capable team of first aid trainers who oversee this. We have also added three new trainers to the team to help ease the pressure. Those trainers have had to be equipped to do this role and we have also introduced some training defibrillators.

Compliance training (safety and safeguarding) has always been a challenge but I know it is a battle we are winning as adults get plenty of reminders. It helps enormously when leaders complete the renewal of this training in a timely manner rather than leaving it until the last minute. The scout association is quick to suspend leaders who have this training outstanding and one suspension in the county is one too many so I urge everybody to encourage adults to complete this training at the earliest opportunity especially if it is due to expire when compass is frozen.

So far this year I have overseen 95 "Wood Badges" being gained which is very encouraging but let's not forget those people in non-wood badge roles who are equally important. In the same period, I have seen 228 people complete the required training for their role which is a credit to our local training managers and training advisors.

Geoff Spooner
County Training Manager

DOWNSMAN

On Saturday 7th October 2023 at 05:15hrs, Bignor checkpoint opened, marking the start of the 2023 Downsmen Hike. 83 teams started the hike. Of these, 42 teams competed in various classes and 41 teams in the non-competitive Open Class. The Downsmen is a point-to-point hike that tests both mental and physical endurance and morale and determination of the hikers. A challenge they conquered with smiles and high spirits. Well done!

The majority of teams were supported by their service crews, providing much needed refreshments and running repairs. Teams were enthusiastically applauded by their supporters as they crossed the finish line. A truly jovial atmosphere. On Sunday 8th October at 01:30hrs, Eastbourne checkpoint closed, marking the end of a long but utterly amazing day.

The hike is supported by a huge number of volunteers. It is a massive undertaking to ensure the safety of all hikers at all times while spanning

55 miles of the South Downs Way. Thank you to everyone involved: checkpoint staff, road and rail crossing marshals, EDSFAT, radio operators, check-in staff, 4x4 and 'On-foot' rescue teams, logistics team, landlords, service crews, scout leaders for preparing and entering their teams. It was also fantastic to see Explorers and Scouts help in a variety of these roles. Thank you to the hikers that were foolhardy enough to enter the hike, the fact that so many came made it all worthwhile.

For myself and the majority of the Downsmen Committee, 2023 was our final year of organising the hike. It has been an honour to lead such a dedicated team who all worked tirelessly in their roles, thank you! Finally, good luck to the new organising Committee and thank you for coming forward to secure the future of this legendary hike!

For more information about the hike see www.downsmen.com

Chris Searle
Downsmen SASU Manager



GROWTH & DEVELOPMENT

This year we have supported many Groups across the County, supporting existing groups and building new sections and enjoying seeing the membership numbers rise over the year.

Over the last year, I have been working on forty new projects across all ten Districts. At the beginning of 2024 we were successful in appointing new District Lead Volunteers to the remaining vacant positions. In addition, nineteen Group Lead Volunteers have been supported through their induction for this important role.



We held our first roadshow in Chichester District where we showcased our Scout offering with opportunities in roles working with youth members to governance positions on trustee boards. We had a strong turnout from parents and other interested volunteers and were pleased when many signed up as new volunteers. I hope to repeat a similar event in other districts in the future.

In Crawley District, we opened a new group in Handcross which has been very successful with over thirty young people joining the younger sections and the intention to open a Scout section soon. In addition, we managed to find fifteen new adult volunteers to run this new group which is incredible.

The plan for 2024/25 is to continue to look for opportunities for growth be it in new sections or even new groups, especially in some of the new build housing estates. This will give even more young people and adults the chance to join the adventure with West Sussex Scouts.

Jo Firth
Local Growth Officer West Sussex



Year	2022	2023	2024
Squirrel Scouts	12	135	188
Beavers Scouts	2,194	2,206	2,230
Cubs Scouts	2,750	2,784	2,848
Scouts	2,595	2,565	2,685
Explorer Scouts	949	1,082	1,102
Scout Network	359	254	226
Total YP	8,859	9,026	9,279
Adults	2,791	3,154	2,968
Total	11,650	11,926	12,247

AWARDS

Giving an award is an important way to thank our volunteer members for their incredible service and to recognise our youth members for their amazing achievements. The following awards were all presented in the 2023/24 year. Congratulations go to all the recipients.

Tony Hall, Awards Advisory Group Chair

Matt Pike, DCC Programme

Gregers Young, D of E Advisor

ADULT AWARDS

SILVER WOLF

Brian Eastman
Jennifer Ririe
Jill Gladman

BAR TO SILVER ACORN

David Matthews

SILVER ACORN

David Allen
Paul Arkle
Roger Day
Gloria Gardner
Glyn Pullen
Susan Smith
Carol Stevenson

AWARD FOR MERIT

Amanda Bell
Stephen Bell
Mark Bridger
Sally Dartnell
Jane Davis
Mark Eastman
Sally Feasby
Michael Hill
Stephen Hudson
Andrew Knight
Alan Pope
Richard Potter
Damien Scott

CHIEF SCOUT'S
COMMENDATION FOR
MERTORIOUS
CONDUCT

Adam Jasko



BAR TO AWARD FOR
MERIT

Andrew Chennell
Debbie Clothier
Suzanne Few
Stephen Stocker

CHIEF SCOUT'S
COMMENDATION

Clare Balchin
Maria Jasko
Susan Nichols
Helen Taylor



YOUNG PEOPLE'S AWARDS

THE KING'S SCOUT
AWARD

Tom Crook
Samuel Mitchell
Katie Schollar
Andrew Shakespeare
Maya Siddall
Charlotte Tennant
Ethan Tunnell
Holly Woodruff

THE CHIEF SCOUT'S
AWARD

Gold 59
Platinum 39
Diamond 6
Young Leader
Belt Buckle 23

THE DUKE OF
EDINBURGH'S AWARD

Gold 17
Silver 40
Bronze 95





We prepare young people with skills for life

Editor: Steven Mitchison, County Secretary

West Sussex Scouts, County Office, Lodge Hill Centre, London Road, Watersfield, Pulborough, West Sussex RH20 1LZ

T: 01798 831110 E: countyoffice@westsussexscouts.org.uk W: www.westsussexscouts.org.uk

Charity registration number 1046955

WEST SUSSEX COUNTY SCOUT COUNCIL
ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2024

WEST SUSSEX COUNTY SCOUT COUNCIL

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	Mr S Mitchison	
	Mrs F Trimming	
	Mr D Hopper	
	Mr C Holmes	
	Mr A Swayne	
	Mr M Price	
	Mr E Hills	
	Miss P Woolard	
	Mr T Dalton	(Appointed 1 January 2024)
	Mr T Wright	(Appointed 21 September 2023)
	Mrs R Hammond	(Resigned 8 May 2024)
	Mr G Cheesmur	(Resigned 21 September 2023)
	Mr R Sawyer	(Resigned 31/12/2023)
Charity number	1046955	
Principal address	Lodge Hill Centre London Road Watersfield Pulborough West Sussex RH20 1LZ	
Independent examiner	Alec Burgess ACA Keymer Haslam & Co 4 - 6 Church Road Burgess Hill West Sussex RH15 9AE	
Bankers	CAF Bank Limited 25 Kings Hill Avenue West Malling Kent ME19 4JQ	

WEST SUSSEX COUNTY SCOUT COUNCIL

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WEST SUSSEX COUNTY SCOUT COUNCIL

TRUSTEES' REPORT

FOR THE YEAR ENDED 31 MARCH 2024

The Trustees present their annual report and financial statements for the year ended 31 March 2024.

The accounts have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the Charity's governing document, the Charities Act 2011 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015)"

Objectives and activities

We are part of the UK's biggest mixed youth organisation. We change lives by offering 4 to 25 year olds fun and challenging activities, unique experiences, everyday adventure and the chance to help others so that we make a positive impact in communities.

Scouts helps children and young adults reach their full potential. Scouts develop skills including teamwork, time management, leadership, initiative, planning, communication, self-motivation, cultural awareness and commitment. We help young people to get jobs, save lives and even change the world.

Scouts take part in activities as diverse as kayaking, abseiling, expeditions overseas, photography, climbing and zorbing. As a Scout you can learn survival skills, first aid, computer programming, or even how to fly a plane. There's something for every young person. It's a great way to have fun, make friends, get outdoors, express your creativity and experience the wider world.

The Trustees have had due regard to the Charity Commission guidance on public benefit whilst setting the objectives and activities of the charity. Our assessment is that we have met the public benefit criteria in that:

- We are an inclusive organisation abiding by TSA guidelines with regard to:
 - o Religion - Scouting is open to members of all faiths or of no faith.
 - o Equal Opportunities - Scouting does not discriminate on grounds of Ethnic Origin, Gender, Marital or civil partnership status, Sexual orientation, or Disability.
- The trustees take seriously the care, protection and safety of our members by implementing at a local level the following TSA guidelines in regard to:
 - o Safety - Policies and procedures are in place to provide scouting in a safe manner without risk to health, so far as is reasonably practicable
 - o Vetting - Policies and procedures are in place to check all adult volunteers to ensure that only adults appropriate for a role are permitted to undertake responsibilities in Scouting and that regular reviews are undertaken of adult volunteers to ensure their continued suitability
 - o Child Protection - The trustees have in place policies and procedures to safeguard the welfare of all Members by protecting them from neglect and from physical, sexual and emotional harm. As part of the child protection policy the trustees have in place further measures with regard to anti-bullying strategies.

The Trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the Charity should undertake.

Achievements and performance

The trustees produce a separate publication entitled 'West Sussex Annual Review' which contains a detailed summary of scouting activities in West Sussex for the year ended 31st March 2024. Copies are available for all attendees at the AGM and on request from the County Secretary.

WEST SUSSEX COUNTY SCOUT COUNCIL

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

Consideration of Risk

The trustees are mindful of the Council's responsibilities in Risk Management and, in accordance with the requirements of the Statement of Recommended Practice, regularly reviews the major risks and ensures appropriate systems are in place to mitigate those risks.

The Trustee Board has a specialist sub-team to manage these risks and highly values the local reputation of Scouting. It seeks to enhance this reputation through appropriate Public Relations, care in the recruitment and management of adults and working closely with the County Team to professionally resolve any disputes, which may arise. Other items include Child Protection, Safety in Scouting, Personal Accident and Equipment Insurance together with mitigating Event Cancellation costs.

Financial review

Full and detailed accounts are shown on pages 7-17 of this report. Income for the year was £244,854 (2023 £425,850); expenditure for the year was £291,528 (2023 £467,315) giving a deficit of £46,674. After the re-valuation of investments the total deficit was £29,117 (2023 Deficit £45,188) which was planned for. As at 31 March 2024 the reserves were £230,255 (2023 £259,372).

The Trustee Board continues to monitor the income streams of the County. Whilst the greater proportion is directly linked to the membership level which is more stable, a proportion is entirely variable and cannot be guaranteed.

The Trustee Board determines the quantum of funds to be invested for the longer term, based on its objectives and financial position. The funds are deposited with the CCLA. The underlying funds are invested in a combination of fixed interest and managed funds.

The unrestricted and designated funds at 31 March 2024 are shown in the balance sheet. The trustees consider the financial state of affairs to be satisfactory.

The Trustee Board is committed to reducing substantially the level of reserves for the longer term. A primary objective is to keep the membership fee as low as possible to help scouting membership in West Sussex to grow. This was implemented in the year ended 31 March 2014 and will continue. The Trustees' policy on reserves is to hold sufficient resources to continue the charitable activities of the County. The Trustees consider that the County should aim to retain a minimum financial reserve sufficient to support the operation of the County Scout Council for a period of twelve months. This includes, in exceptional circumstances, the support of any of the ten Districts who may be experiencing financial difficulties.

To this end the Trustees aim to retain a reserve fund of £150,000 at any given time. The sum will be reviewed annually.

It is the policy of the Charity that unrestricted funds which have not been designated for a specific use should be maintained at a level equivalent to between three and six month's expenditure. The Trustees consider that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the Charity's current activities while consideration is given to ways in which additional funds may be raised. This level of reserves has been maintained throughout the year.

The Trustees have assessed the major risks to which the Charity is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks.

WEST SUSSEX COUNTY SCOUT COUNCIL

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

The trustees are mindful of the Council's responsibilities in Risk Management and endeavour to follow best practice as advised by the Charity Commission and TSA guidelines. Reviews are undertaken with regard to the major risks to ensure appropriate systems are in place to mitigate those risks.

The Trustee Board has a specialist sub-team to manage the recruitment of adults and, working closely with the County Management Team (CMT), to professionally resolve any disputes which may arise. Responsibility for the risk assessment for scouting events is delegated to the CMT and from there to the scout leaders who run the events. Policies and procedures are in place to ensure leaders are following correct guidelines in this important matter. All international events are monitored and approved by the ACC-International according to guidelines issued by TSA.

The Trustee Board regularly reviews H&S matters and implements changes/gives advice to districts and groups. The Trustee Board has created the position of County H&S advisor to support members in best practice in this critical field.

The TSA provides a basic level of Personal Accident and Medical Insurance for all youth members, adult members and adult associate members who may sustain injury whilst participating in scouting activities. The trustees are aware that the policy only provides limited benefits but, in common with other Counties, considers it too expensive to provide a separate fully comprehensive cover. The Trustee Board purchase a separate insurance policy to provide a basic level of insurance cover to unnamed helpers at County events. The Trustee Board also insure named specialised County equipment and have policies to cover major event cancellation.

Structure, governance and management

The Trustees who served during the year were:

Mrs R Hammond	(Resigned 8 May 2024)
Mr S Mitchison	
Mr G Cheesmur	(Resigned 21 September 2023)
Mrs F Trimming	
Mr D Hopper	
Mr R Sawyer	(Resigned 31 December 2023)
Mr C Holmes	
Mr A Swayne	
Mr M Price	
Mr E Hills	
Miss P Woolard	
Mr T Dalton	(Appointed 1 January 2024)
Mr T Wright	(Appointed 21 September 2023)

The County's governing documents are those of The Scout Association (TSA). TSA has a Royal Charter and so West Sussex County Scout Council (WSCSC) is a linked charitable trust registered with the Charity Commission. The Royal Charter gives authority to the Bye Laws of the Association and The Policy, Organisation and Rules of The Scout Association. The Scout Association is the representative body of the World Organisation of Scout Movements in the United Kingdom. The County is a trust established under rules common to all Scout Associations.

Charity Trustees are either elected by the members of WSCSC, nominated by the County Lead Volunteer or appointed by the Regional Lead. Trustees are otherwise known as members of the Trustee Board. Elections and nominations occur at the Annual General Meeting of the charity which must be held within six months of the County financial year end. The County Lead Volunteer usually serves a fixed term appointment of five years. The remaining Trustees do not serve a fixed term appointment but instead are re-elected or re-nominated each year. Individuals may be co-opted as Trustees by the Trustee Board at any time.

WEST SUSSEX COUNTY SCOUT COUNCIL

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

The Trustees met via "Teams", but also had face to face meetings, and met on 6 occasions from April 2023 to March 2024 to consider and approve matters relating to the administration and financial management of WSCSC. The trustees also participated in online voting polls during the year at the request of the County Chairman. The quorum was exceeded at all meetings and online voting polls. The Annual General Meeting of the District Scout Council, to which all members of WSCSC are invited, was held on 21 September 2023. The Minutes of the AGM were reviewed by the Trustee Board at the September meeting and are available for inspection by all attendees at the AGM 2024 or by request to the County Secretary.

The County 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 comprehensive insurance policies to ensure that insurable risks are covered.

The trustees' report was approved by the Board of Trustees.

Mr S Mitchison

Trustee

Dated: 27 August 2024

WEST SUSSEX COUNTY SCOUT COUNCIL

STATEMENT OF TRUSTEES' RESPONSIBILITIES

FOR THE YEAR ENDED 31 MARCH 2024

The Trustees are responsible for preparing the Trustees' Report and the accounts in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales requires the Trustees to prepare accounts for each financial year which give a true and fair view of the state of affairs of the Charity and of the incoming resources and application of resources of the Charity for that year.

In preparing these accounts, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the accounts; and
- prepare the accounts on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The Trustees are responsible for keeping sufficient accounting records that disclose with reasonable accuracy at any time the financial position of the Charity and enable them to ensure that the accounts comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

WEST SUSSEX COUNTY SCOUT COUNCIL

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF WEST SUSSEX COUNTY SCOUT COUNCIL

I report to the Trustees on my examination of the financial statements of West Sussex County Scout Council (the Charity) for the year ended 31 March 2024.

Responsibilities and basis of report

As the Trustees of the Charity you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 (the 2011 Act).

I report in respect of my examination of the Charity's financial statements carried out under section 145 of the 2011 Act. In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

- 1 accounting records were not kept in respect of the Charity as required by section 130 of the 2011 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

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 financial statements to be reached.

Alec Burgess ACA

Keymer Haslam & Co
4 - 6 Church Road
Burgess Hill
West Sussex
RH15 9AE

Dated: 27 August 2024

WEST SUSSEX COUNTY SCOUT COUNCIL

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2024

	Notes	Unrestricted funds 2024 £	Unrestricted funds 2023 £
Income and endowments from:			
Donations and legacies	3	-	9,156
Charitable activities	4	136,646	312,521
Investments	5	2,947	2,172
Other income	6	105,261	102,001
Total income		244,854	425,850
Charitable activities	7	291,528	467,315
Net gains/(losses) on investments	12	17,557	(3,723)
Net expenditure and movement in funds		(29,117)	(45,188)
Reconciliation of funds:			
Fund balances at 1 April 2023		259,372	304,560
Fund balances at 31 March 2024		230,255	259,372

All income and expenditure derive from continuing activities. There are no restricted funds.

WEST SUSSEX COUNTY SCOUT COUNCIL

BALANCE SHEET

AS AT 31 MARCH 2024

	Notes	2024 £	£	2023 £	£
Fixed assets					
Investments	14		190,949		173,392
Current assets					
Stocks		2,686		4,252	
Debtors	15	24,840		59,558	
Cash at bank and in hand		108,619		163,381	
		<u>136,145</u>		<u>227,191</u>	
Creditors: amounts falling due within one year	16	<u>(96,839)</u>		<u>(141,211)</u>	
Net current assets			39,306		85,980
Total assets less current liabilities			<u>230,255</u>		<u>259,372</u>
Income funds					
<u>Unrestricted funds</u>					
Designated funds	17	8,204		12,324	
General unrestricted funds		<u>222,051</u>		<u>247,048</u>	
			230,255		259,372
			<u>230,255</u>		<u>259,372</u>

The accounts were approved by the Trustees on 27 August 2024

Mr D Hopper
Trustee

Mr T Wright
Trustee

WEST SUSSEX COUNTY SCOUT COUNCIL

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2024

1 Accounting policies

Charity information

West Sussex County Scout Council is a registered with the Charities Commission, as a charitable Trust linked with The Scout Association.

1.1 Accounting convention

The financial statements have been prepared in accordance with the Charity's governing document, the Charities Act 2011 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (as amended for accounting periods commencing from 1 January 2016). The Charity is a Public Benefit Entity as defined by FRS 102.

The financial statements have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a true and fair view. This departure has involved following the Statement of Recommended Practice for charities applying FRS 102 rather than the version of the Statement of Recommended Practice which is referred to in the Regulations but which has since been withdrawn.

The financial statements are prepared in sterling, which is the functional currency of the Charity. Monetary amounts in these financial statements are rounded to the nearest £.

The accounts have been prepared under the historical cost convention, modified to include the revaluation of certain financial instruments at fair value. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the financial statements, the Trustees have a reasonable expectation that the Charity has adequate resources to continue in operational existence for the foreseeable future. Thus the Trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the Trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors as to how they may be used. There are no restricted funds.

1.4 Incoming resources

Income is recognised when the Charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

When donors impose conditions which have to be fulfilled before the charity becomes entitled to use such income, the income is deferred and not included in incoming resources until the preconditions for use have been met

All incoming resources are included in the SOFA in full when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

As the Council acts as an agent for Headquarters in the collection of members' subscriptions, these monies are not the property of the Council. They are shown for information purposes only.

WEST SUSSEX COUNTY SCOUT COUNCIL

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

1 Accounting policies

(Continued)

1.5 Resources expended

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of the resources.

Management and administration costs are those incurred in connection with administration of the charity and compliance with constitutional and statutory requirements.

1.6 Stocks

Stocks are stated at the lower of cost and net realisable value.

1.7 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

1.8 Financial instruments

The Charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the Charity's balance sheet when the Charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

Derecognition of financial liabilities

Financial liabilities are derecognised when the Charity's contractual obligations expire or are discharged or cancelled.

1.9 Retirement benefits

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

WEST SUSSEX COUNTY SCOUT COUNCIL

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2024

1 Accounting policies

(Continued)

1.10 Fund accounting

General funds are unrestricted funds, which are available for use at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the trustees for particular purposes, or funds, which have been raised for a particular purpose. The aim and use of each designated fund is set out in the notes to the financial statements.

Investment income and gains are allocated to the appropriate fund.

2 Critical accounting estimates and judgements

In the application of the Charity's accounting policies, the Trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

3 Donations, legacies and grants

	Total	Unrestricted funds
	2024	2023
	£	£
IPEH Funding received	-	5,000
Clive Packham Memorial Fund	-	4,156
	<u> </u>	<u> </u>

4 Charitable activities

	2024	2023
	£	£
County Events and Activities (net of refunds given)	137,372	312,753
Sales of badges	(726)	(232)
	<u>136,646</u>	<u>312,521</u>

WEST SUSSEX COUNTY SCOUT COUNCIL

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2024

5 Income from investments

	Unrestricted funds 2024 £	Unrestricted funds 2023 £
Income from listed investments	682	1,340
Interest receivable	2,265	832
	<u>2,947</u>	<u>2,172</u>

6 Other income

	2024 £	2023 £
Membership subscriptions	416,667	395,251
Remitted to headquarters	(311,406)	(293,250)
	<u>105,261</u>	<u>102,001</u>

WEST SUSSEX COUNTY SCOUT COUNCIL

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2024

7 Expenditure on charitable activities

	2024 £	2023 £
Direct costs		
Staff costs	10,551	7,903
County team expenses	8,425	6,703
Insurance	3,462	375
Award presentations	3,345	2,353
Leader training expenses	4,140	4,811
Activity expenses (net of refunds received)	146,165	312,790
County office expenses	6,454	5,079
Sundry expenses	667	3,300
Purchase of equipment	1,470	3,639
	<u>184,679</u>	<u>346,953</u>
Grant funding of activities (see note 8)	81,090	100,280
Share of support and governance costs (see note 9)		
Governance	25,759	20,082
	<u>291,528</u>	<u>467,315</u>
Analysis by fund		
Unrestricted funds	<u>291,528</u>	<u>467,315</u>

8 Grants payable

	2024 £	2023 £
International grants	11,054	28,350
Grants re leader recruitment (via Scout Headquarters)	41,373	41,580
Grants to scout groups	24,850	27,479
Grants - IPEH fund	3,613	2,871
Grants - Clive Packam Memorial Fund	200	-
	<u>81,090</u>	<u>100,280</u>

WEST SUSSEX COUNTY SCOUT COUNCIL

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2024

9 Support costs

	Support costs £	Governance costs £	2024 £	2023 £	Basis of allocation
Staff costs	-	10,552	10,552	7,903	Governance
Legal and professional	-	1,032	1,032	1,032	Governance
County Team expenses	-	2,809	2,809	2,235	Governance
AGM & meeting exp's	-	4,912	4,912	3,834	Governance
County office expenses	-	6,454	6,454	5,078	Governance
	-	25,759	25,759	20,082	
Analysed between Charitable activities	-	25,759	25,759	20,082	

10 Trustees

No trustee received any remuneration in respect of their office as a trustee. Trustees received reasonable reimbursement for expenses incurred in connection with their roles, and several trustees hold other appointments within the County for which they receive reimbursement of expenses incurred in that office.

11 Employees

Number of employees

The average monthly number employees during the year was:

	2024 Number	2023 Number
County office staff	2	2

Employment costs

	2024 £	2023 £
Wages and salaries	20,875	15,660
Other pension costs	228	146
	21,103	15,806

There were no employees whose annual remuneration was £60,000 or more.

12 Net gains/(losses) on investments

	2024 £	2023 £
Revaluation of investments	17,557	(3,723)

WEST SUSSEX COUNTY SCOUT COUNCIL

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2024

13 Taxation

The charity is exempt from taxation on its activities because all its income is applied for charitable purposes.

14 Fixed asset investments

	Listed investments £
Cost or valuation	
At 1 April 2023	173,392
Valuation changes	17,557
At 31 March 2024	190,949
Carrying amount	
At 31 March 2024	190,949
At 31 March 2023	173,392

15 Debtors

	2024 £	2023 £
Amounts falling due within one year:		
Other debtors	24,840	59,558

16 Creditors: amounts falling due within one year

	2024 £	2023 £
Other creditors	96,839	141,211

WEST SUSSEX COUNTY SCOUT COUNCIL

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2024

17 Designated funds

The unrestricted funds of the charity comprise the unexpended balances of donations and grants which are not subject to specific conditions by donors and grantors as to how they may be used. These include designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes.

	Movement in funds					
	Balance at 1 April 2022	Incoming resources	Resources expended	Balance at 1 April 2023	Resources expended	Balance at 31 March 2024
	£	£	£	£	£	£
Hardship Fund	5,517	-	-	5,517	(962)	4,555
IPEH Fund	522	5,000	(2,871)	2,651	(2,651)	-
Clive Packham Memorial Fund	-	4,156	-	4,156	(507)	3,649
	<u>6,039</u>	<u>9,156</u>	<u>(2,871)</u>	<u>12,324</u>	<u>(4,120)</u>	<u>8,204</u>

The Hardship Fund is designated to support people in financial difficulty.

The IPEH Fund is part of the Integrated Prevention and Earliest Help fund, and superceded the Think Family programme.

The Clive Packham Memorial Fund is now part of West Sussex County Scout Council funds, with the funds within it to be donated to causes in line with the original objectives of the fund on its inception.

18 Analysis of net assets between funds

	Unrestricted funds 2024 £
Fund balances at 31 March 2024 are represented by:	
Investments	190,949
Current assets/(liabilities)	39,306
	<u>230,255</u>
	Unrestricted funds 2023 £
Fund balances at 31 March 2023 are represented by:	
Investments	173,392
Current assets/(liabilities)	85,980
	<u>259,372</u>

WEST SUSSEX COUNTY SCOUT COUNCIL

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) *FOR THE YEAR ENDED 31 MARCH 2024*

18 Analysis of net assets between funds

(Continued)

Designated Funds are all held in current assets/(liabilities).

19 Related party transactions

There were no disclosable related party transactions during the year (2023 - none).

20 Analysis of changes in net funds

The Charity had no material debt during the year.

Charity registration number 1046955

WEST SUSSEX COUNTY SCOUT COUNCIL
ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2024

WEST SUSSEX COUNTY SCOUT COUNCIL

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	Mr S Mitchison	
	Mrs F Trimming	
	Mr D Hopper	
	Mr C Holmes	
	Mr A Swayne	
	Mr M Price	
	Mr E Hills	
	Miss P Woolard	
	Mr T Dalton	(Appointed 1 January 2024)
	Mr T Wright	(Appointed 21 September 2023)
	Mrs R Hammond	(Resigned 8 May 2024)
	Mr G Cheesmur	(Resigned 21 September 2023)
	Mr R Sawyer	(Resigned 31/12/2023)
Charity number	1046955	
Principal address	Lodge Hill Centre London Road Watersfield Pulborough West Sussex RH20 1LZ	
Independent examiner	Alec Burgess ACA Keymer Haslam & Co 4 - 6 Church Road Burgess Hill West Sussex RH15 9AE	
Bankers	CAF Bank Limited 25 Kings Hill Avenue West Malling Kent ME19 4JQ	

WEST SUSSEX COUNTY SCOUT COUNCIL

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Independent examiner's report	6
Statement of financial activities	7
Balance sheet	8
Notes to the financial statements	9 - 17

WEST SUSSEX COUNTY SCOUT COUNCIL

TRUSTEES' REPORT

FOR THE YEAR ENDED 31 MARCH 2024

The Trustees present their annual report and financial statements for the year ended 31 March 2024.

The accounts have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the Charity's governing document, the Charities Act 2011 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015)"

Objectives and activities

We are part of the UK's biggest mixed youth organisation. We change lives by offering 4 to 25 year olds fun and challenging activities, unique experiences, everyday adventure and the chance to help others so that we make a positive impact in communities.

Scouts helps children and young adults reach their full potential. Scouts develop skills including teamwork, time management, leadership, initiative, planning, communication, self-motivation, cultural awareness and commitment. We help young people to get jobs, save lives and even change the world.

Scouts take part in activities as diverse as kayaking, abseiling, expeditions overseas, photography, climbing and zorbing. As a Scout you can learn survival skills, first aid, computer programming, or even how to fly a plane. There's something for every young person. It's a great way to have fun, make friends, get outdoors, express your creativity and experience the wider world.

The Trustees have had due regard to the Charity Commission guidance on public benefit whilst setting the objectives and activities of the charity. Our assessment is that we have met the public benefit criteria in that:

- We are an inclusive organisation abiding by TSA guidelines with regard to:
 - o Religion - Scouting is open to members of all faiths or of no faith.
 - o Equal Opportunities - Scouting does not discriminate on grounds of Ethnic Origin, Gender, Marital or civil partnership status, Sexual orientation, or Disability.
- The trustees take seriously the care, protection and safety of our members by implementing at a local level the following TSA guidelines in regard to:
 - o Safety - Policies and procedures are in place to provide scouting in a safe manner without risk to health, so far as is reasonably practicable
 - o Vetting - Policies and procedures are in place to check all adult volunteers to ensure that only adults appropriate for a role are permitted to undertake responsibilities in Scouting and that regular reviews are undertaken of adult volunteers to ensure their continued suitability
 - o Child Protection - The trustees have in place policies and procedures to safeguard the welfare of all Members by protecting them from neglect and from physical, sexual and emotional harm. As part of the child protection policy the trustees have in place further measures with regard to anti-bullying strategies.

The Trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the Charity should undertake.

Achievements and performance

The trustees produce a separate publication entitled 'West Sussex Annual Review' which contains a detailed summary of scouting activities in West Sussex for the year ended 31st March 2024. Copies are available for all attendees at the AGM and on request from the County Secretary.

WEST SUSSEX COUNTY SCOUT COUNCIL

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

Consideration of Risk

The trustees are mindful of the Council's responsibilities in Risk Management and, in accordance with the requirements of the Statement of Recommended Practice, regularly reviews the major risks and ensures appropriate systems are in place to mitigate those risks.

The Trustee Board has a specialist sub-team to manage these risks and highly values the local reputation of Scouting. It seeks to enhance this reputation through appropriate Public Relations, care in the recruitment and management of adults and working closely with the County Team to professionally resolve any disputes, which may arise. Other items include Child Protection, Safety in Scouting, Personal Accident and Equipment Insurance together with mitigating Event Cancellation costs.

Financial review

Full and detailed accounts are shown on pages 7-17 of this report. Income for the year was £244,854 (2023 £425,850); expenditure for the year was £291,528 (2023 £467,315) giving a deficit of £46,674. After the re-valuation of investments the total deficit was £29,117 (2023 Deficit £45,188) which was planned for. As at 31 March 2024 the reserves were £230,255 (2023 £259,372).

The Trustee Board continues to monitor the income streams of the County. Whilst the greater proportion is directly linked to the membership level which is more stable, a proportion is entirely variable and cannot be guaranteed.

The Trustee Board determines the quantum of funds to be invested for the longer term, based on its objectives and financial position. The funds are deposited with the CCLA. The underlying funds are invested in a combination of fixed interest and managed funds.

The unrestricted and designated funds at 31 March 2024 are shown in the balance sheet. The trustees consider the financial state of affairs to be satisfactory.

The Trustee Board is committed to reducing substantially the level of reserves for the longer term. A primary objective is to keep the membership fee as low as possible to help scouting membership in West Sussex to grow. This was implemented in the year ended 31 March 2014 and will continue. The Trustees' policy on reserves is to hold sufficient resources to continue the charitable activities of the County. The Trustees consider that the County should aim to retain a minimum financial reserve sufficient to support the operation of the County Scout Council for a period of twelve months. This includes, in exceptional circumstances, the support of any of the ten Districts who may be experiencing financial difficulties.

To this end the Trustees aim to retain a reserve fund of £150,000 at any given time. The sum will be reviewed annually.

It is the policy of the Charity that unrestricted funds which have not been designated for a specific use should be maintained at a level equivalent to between three and six month's expenditure. The Trustees consider that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the Charity's current activities while consideration is given to ways in which additional funds may be raised. This level of reserves has been maintained throughout the year.

The Trustees have assessed the major risks to which the Charity is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks.

WEST SUSSEX COUNTY SCOUT COUNCIL

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

The trustees are mindful of the Council's responsibilities in Risk Management and endeavour to follow best practice as advised by the Charity Commission and TSA guidelines. Reviews are undertaken with regard to the major risks to ensure appropriate systems are in place to mitigate those risks.

The Trustee Board has a specialist sub-team to manage the recruitment of adults and, working closely with the County Management Team (CMT), to professionally resolve any disputes which may arise. Responsibility for the risk assessment for scouting events is delegated to the CMT and from there to the scout leaders who run the events. Policies and procedures are in place to ensure leaders are following correct guidelines in this important matter. All international events are monitored and approved by the ACC-International according to guidelines issued by TSA.

The Trustee Board regularly reviews H&S matters and implements changes/gives advice to districts and groups. The Trustee Board has created the position of County H&S advisor to support members in best practice in this critical field.

The TSA provides a basic level of Personal Accident and Medical Insurance for all youth members, adult members and adult associate members who may sustain injury whilst participating in scouting activities. The trustees are aware that the policy only provides limited benefits but, in common with other Counties, considers it too expensive to provide a separate fully comprehensive cover. The Trustee Board purchase a separate insurance policy to provide a basic level of insurance cover to unnamed helpers at County events. The Trustee Board also insure named specialised County equipment and have policies to cover major event cancellation.

Structure, governance and management

The Trustees who served during the year were:

Mrs R Hammond	(Resigned 8 May 2024)
Mr S Mitchison	
Mr G Cheesmur	(Resigned 21 September 2023)
Mrs F Trimming	
Mr D Hopper	
Mr R Sawyer	(Resigned 31 December 2023)
Mr C Holmes	
Mr A Swayne	
Mr M Price	
Mr E Hills	
Miss P Woolard	
Mr T Dalton	(Appointed 1 January 2024)
Mr T Wright	(Appointed 21 September 2023)

The County's governing documents are those of The Scout Association (TSA). TSA has a Royal Charter and so West Sussex County Scout Council (WSCSC) is a linked charitable trust registered with the Charity Commission. The Royal Charter gives authority to the Bye Laws of the Association and The Policy, Organisation and Rules of The Scout Association. The Scout Association is the representative body of the World Organisation of Scout Movements in the United Kingdom. The County is a trust established under rules common to all Scout Associations.

Charity Trustees are either elected by the members of WSCSC, nominated by the County Lead Volunteer or appointed by the Regional Lead. Trustees are otherwise known as members of the Trustee Board. Elections and nominations occur at the Annual General Meeting of the charity which must be held within six months of the County financial year end. The County Lead Volunteer usually serves a fixed term appointment of five years. The remaining Trustees do not serve a fixed term appointment but instead are re-elected or re-nominated each year. Individuals may be co-opted as Trustees by the Trustee Board at any time.

WEST SUSSEX COUNTY SCOUT COUNCIL

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

The Trustees met via "Teams", but also had face to face meetings, and met on 6 occasions from April 2023 to March 2024 to consider and approve matters relating to the administration and financial management of WSCSC. The trustees also participated in online voting polls during the year at the request of the County Chairman. The quorum was exceeded at all meetings and online voting polls. The Annual General Meeting of the District Scout Council, to which all members of WSCSC are invited, was held on 21 September 2023. The Minutes of the AGM were reviewed by the Trustee Board at the September meeting and are available for inspection by all attendees at the AGM 2024 or by request to the County Secretary.

The County 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 comprehensive insurance policies to ensure that insurable risks are covered.

The trustees' report was approved by the Board of Trustees.

Mr S Mitchison

Trustee

Dated: 27 August 2024

WEST SUSSEX COUNTY SCOUT COUNCIL

STATEMENT OF TRUSTEES' RESPONSIBILITIES

FOR THE YEAR ENDED 31 MARCH 2024

The Trustees are responsible for preparing the Trustees' Report and the accounts in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales requires the Trustees to prepare accounts for each financial year which give a true and fair view of the state of affairs of the Charity and of the incoming resources and application of resources of the Charity for that year.

In preparing these accounts, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the accounts; and
- prepare the accounts on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The Trustees are responsible for keeping sufficient accounting records that disclose with reasonable accuracy at any time the financial position of the Charity and enable them to ensure that the accounts comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

WEST SUSSEX COUNTY SCOUT COUNCIL

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF WEST SUSSEX COUNTY SCOUT COUNCIL

I report to the Trustees on my examination of the financial statements of West Sussex County Scout Council (the Charity) for the year ended 31 March 2024.

Responsibilities and basis of report

As the Trustees of the Charity you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 (the 2011 Act).

I report in respect of my examination of the Charity's financial statements carried out under section 145 of the 2011 Act. In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

- 1 accounting records were not kept in respect of the Charity as required by section 130 of the 2011 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

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 financial statements to be reached.

Alec Burgess ACA

Keymer Haslam & Co
4 - 6 Church Road
Burgess Hill
West Sussex
RH15 9AE

Dated: 27 August 2024

WEST SUSSEX COUNTY SCOUT COUNCIL

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2024

	Notes	Unrestricted funds 2024 £	Unrestricted funds 2023 £
Income and endowments from:			
Donations and legacies	3	-	9,156
Charitable activities	4	136,646	312,521
Investments	5	2,947	2,172
Other income	6	105,261	102,001
Total income		244,854	425,850
Charitable activities	7	291,528	467,315
Net gains/(losses) on investments	12	17,557	(3,723)
Net expenditure and movement in funds		(29,117)	(45,188)
Reconciliation of funds:			
Fund balances at 1 April 2023		259,372	304,560
Fund balances at 31 March 2024		230,255	259,372

All income and expenditure derive from continuing activities. There are no restricted funds.

WEST SUSSEX COUNTY SCOUT COUNCIL

BALANCE SHEET

AS AT 31 MARCH 2024

	Notes	2024 £	£	2023 £	£
Fixed assets					
Investments	14		190,949		173,392
Current assets					
Stocks		2,686		4,252	
Debtors	15	24,840		59,558	
Cash at bank and in hand		108,619		163,381	
		<u>136,145</u>		<u>227,191</u>	
Creditors: amounts falling due within one year	16	<u>(96,839)</u>		<u>(141,211)</u>	
Net current assets			39,306		85,980
Total assets less current liabilities			<u>230,255</u>		<u>259,372</u>
Income funds					
<u>Unrestricted funds</u>					
Designated funds	17	8,204		12,324	
General unrestricted funds		<u>222,051</u>		<u>247,048</u>	
			230,255		259,372
			<u>230,255</u>		<u>259,372</u>

The accounts were approved by the Trustees on 27 August 2024

Mr D Hopper
Trustee

Mr T Wright
Trustee

WEST SUSSEX COUNTY SCOUT COUNCIL

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2024

1 Accounting policies

Charity information

West Sussex County Scout Council is a registered with the Charities Commission, as a charitable Trust linked with The Scout Association.

1.1 Accounting convention

The financial statements have been prepared in accordance with the Charity's governing document, the Charities Act 2011 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (as amended for accounting periods commencing from 1 January 2016). The Charity is a Public Benefit Entity as defined by FRS 102.

The financial statements have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a true and fair view. This departure has involved following the Statement of Recommended Practice for charities applying FRS 102 rather than the version of the Statement of Recommended Practice which is referred to in the Regulations but which has since been withdrawn.

The financial statements are prepared in sterling, which is the functional currency of the Charity. Monetary amounts in these financial statements are rounded to the nearest £.

The accounts have been prepared under the historical cost convention, modified to include the revaluation of certain financial instruments at fair value. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the financial statements, the Trustees have a reasonable expectation that the Charity has adequate resources to continue in operational existence for the foreseeable future. Thus the Trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the Trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors as to how they may be used. There are no restricted funds.

1.4 Incoming resources

Income is recognised when the Charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

When donors impose conditions which have to be fulfilled before the charity becomes entitled to use such income, the income is deferred and not included in incoming resources until the preconditions for use have been met

All incoming resources are included in the SOFA in full when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

As the Council acts as an agent for Headquarters in the collection of members' subscriptions, these monies are not the property of the Council. They are shown for information purposes only.

WEST SUSSEX COUNTY SCOUT COUNCIL

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

1 Accounting policies

(Continued)

1.5 Resources expended

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of the resources.

Management and administration costs are those incurred in connection with administration of the charity and compliance with constitutional and statutory requirements.

1.6 Stocks

Stocks are stated at the lower of cost and net realisable value.

1.7 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

1.8 Financial instruments

The Charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the Charity's balance sheet when the Charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

Derecognition of financial liabilities

Financial liabilities are derecognised when the Charity's contractual obligations expire or are discharged or cancelled.

1.9 Retirement benefits

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

WEST SUSSEX COUNTY SCOUT COUNCIL

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2024

1 Accounting policies

(Continued)

1.10 Fund accounting

General funds are unrestricted funds, which are available for use at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the trustees for particular purposes, or funds, which have been raised for a particular purpose. The aim and use of each designated fund is set out in the notes to the financial statements.

Investment income and gains are allocated to the appropriate fund.

2 Critical accounting estimates and judgements

In the application of the Charity's accounting policies, the Trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

3 Donations, legacies and grants

	Total	Unrestricted funds
	2024	2023
	£	£
IPEH Funding received	-	5,000
Clive Packham Memorial Fund	-	4,156
	<u> </u>	<u> </u>

4 Charitable activities

	2024	2023
	£	£
County Events and Activities (net of refunds given)	137,372	312,753
Sales of badges	(726)	(232)
	<u>136,646</u>	<u>312,521</u>

WEST SUSSEX COUNTY SCOUT COUNCIL

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2024

5 Income from investments

	Unrestricted funds 2024 £	Unrestricted funds 2023 £
Income from listed investments	682	1,340
Interest receivable	2,265	832
	<u>2,947</u>	<u>2,172</u>

6 Other income

	2024 £	2023 £
Membership subscriptions	416,667	395,251
Remitted to headquarters	(311,406)	(293,250)
	<u>105,261</u>	<u>102,001</u>

WEST SUSSEX COUNTY SCOUT COUNCIL

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2024

7 Expenditure on charitable activities

	2024 £	2023 £
Direct costs		
Staff costs	10,551	7,903
County team expenses	8,425	6,703
Insurance	3,462	375
Award presentations	3,345	2,353
Leader training expenses	4,140	4,811
Activity expenses (net of refunds received)	146,165	312,790
County office expenses	6,454	5,079
Sundry expenses	667	3,300
Purchase of equipment	1,470	3,639
	<u>184,679</u>	<u>346,953</u>
Grant funding of activities (see note 8)	81,090	100,280
Share of support and governance costs (see note 9)		
Governance	25,759	20,082
	<u>291,528</u>	<u>467,315</u>
Analysis by fund		
Unrestricted funds	<u>291,528</u>	<u>467,315</u>

8 Grants payable

	2024 £	2023 £
International grants	11,054	28,350
Grants re leader recruitment (via Scout Headquarters)	41,373	41,580
Grants to scout groups	24,850	27,479
Grants - IPEH fund	3,613	2,871
Grants - Clive Packam Memorial Fund	200	-
	<u>81,090</u>	<u>100,280</u>

WEST SUSSEX COUNTY SCOUT COUNCIL

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2024

9 Support costs

	Support costs £	Governance costs £	2024 £	2023 £	Basis of allocation
Staff costs	-	10,552	10,552	7,903	Governance
Legal and professional	-	1,032	1,032	1,032	Governance
County Team expenses	-	2,809	2,809	2,235	Governance
AGM & meeting exp's	-	4,912	4,912	3,834	Governance
County office expenses	-	6,454	6,454	5,078	Governance
	-	25,759	25,759	20,082	
Analysed between Charitable activities	-	25,759	25,759	20,082	

10 Trustees

No trustee received any remuneration in respect of their office as a trustee. Trustees received reasonable reimbursement for expenses incurred in connection with their roles, and several trustees hold other appointments within the County for which they receive reimbursement of expenses incurred in that office.

11 Employees

Number of employees

The average monthly number employees during the year was:

	2024 Number	2023 Number
County office staff	2	2

Employment costs

	2024 £	2023 £
Wages and salaries	20,875	15,660
Other pension costs	228	146
	21,103	15,806

There were no employees whose annual remuneration was £60,000 or more.

12 Net gains/(losses) on investments

	2024 £	2023 £
Revaluation of investments	17,557	(3,723)

WEST SUSSEX COUNTY SCOUT COUNCIL

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2024

13 Taxation

The charity is exempt from taxation on its activities because all its income is applied for charitable purposes.

14 Fixed asset investments

	Listed investments £
Cost or valuation	
At 1 April 2023	173,392
Valuation changes	17,557
At 31 March 2024	190,949
Carrying amount	
At 31 March 2024	190,949
At 31 March 2023	173,392

15 Debtors

	2024 £	2023 £
Amounts falling due within one year:		
Other debtors	24,840	59,558

16 Creditors: amounts falling due within one year

	2024 £	2023 £
Other creditors	96,839	141,211

WEST SUSSEX COUNTY SCOUT COUNCIL

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2024

17 Designated funds

The unrestricted funds of the charity comprise the unexpended balances of donations and grants which are not subject to specific conditions by donors and grantors as to how they may be used. These include designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes.

	Movement in funds					
	Balance at 1 April 2022	Incoming resources	Resources expended	Balance at 1 April 2023	Resources expended	Balance at 31 March 2024
	£	£	£	£	£	£
Hardship Fund	5,517	-	-	5,517	(962)	4,555
IPEH Fund	522	5,000	(2,871)	2,651	(2,651)	-
Clive Packham Memorial Fund	-	4,156	-	4,156	(507)	3,649
	<u>6,039</u>	<u>9,156</u>	<u>(2,871)</u>	<u>12,324</u>	<u>(4,120)</u>	<u>8,204</u>

The Hardship Fund is designated to support people in financial difficulty.

The IPEH Fund is part of the Integrated Prevention and Earliest Help fund, and superceded the Think Family programme.

The Clive Packham Memorial Fund is now part of West Sussex County Scout Council funds, with the funds within it to be donated to causes in line with the original objectives of the fund on its inception.

18 Analysis of net assets between funds

	Unrestricted funds 2024 £
Fund balances at 31 March 2024 are represented by:	
Investments	190,949
Current assets/(liabilities)	39,306
	<u>230,255</u>
	Unrestricted funds 2023 £
Fund balances at 31 March 2023 are represented by:	
Investments	173,392
Current assets/(liabilities)	85,980
	<u>259,372</u>

WEST SUSSEX COUNTY SCOUT COUNCIL

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) *FOR THE YEAR ENDED 31 MARCH 2024*

18 Analysis of net assets between funds

(Continued)

Designated Funds are all held in current assets/(liabilities).

19 Related party transactions

There were no disclosable related party transactions during the year (2023 - none).

20 Analysis of changes in net funds

The Charity had no material debt during the year.

Accounts



**WEST SUSSEX
COUNTY SCOUTS**

Scouts
West Sussex

**ANNUAL REVIEW
2022 - 2023**

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COUNTY CHAIR



Once again, we are delighted to report that the number of young people in West Sussex Scouts has risen thanks to all our incredible volunteers.

The County Executive committee met regularly during the year, either in person or online, continuing to ensure that the requirements of the Charities Commission and the County constitution are complied with.

Mandatory training requirements for all volunteers, together with all aspects of Health and Safety, are priorities, with particular emphasis on risk assessments and safety of young people and Scout property.

A policy for organising large and joint events has been devised, which will also assist the planning of activities with Girlguiding Sussex West and Central.

The County continues to provide grants and funds to help leaders and young people. Start-Up Grants, County Hardship Grants, Early Help Grants, International Grants, Adventurous Training Grants and County Loans can be provided – subject to meeting the necessary criteria.

Our contract with West Sussex County Council, providing a grant towards supporting referred families through the Scouting programme, continues. This 'Early Help' scheme is administered by West Sussex Scouts at no cost to the County Council and is managed by County Secretary Steven Mitchison, another volunteer working tirelessly to support Scouting. Steve also assists in supporting the trustees on the County and District Executives.

Our finances are monitored by trustee David Hopper, whose pro bono work for West Sussex Scouts is much appreciated.

During the year, Ben Hardcastle resigned and Connor Homes, County Youth Commissioner completed his term of office. We welcomed Connor's successor to the role, Phoebe Woolard who continues to promote Youth Shaped Scouting across the County. We are delighted that Connor has rejoined the Executive Committee. Miles Price, Deputy County Youth Commissioner focussing on governance, has worked across the County promoting the forthcoming changes in the role of the Executive committees and Trustees. I am most appreciative for the help, guidance, and advice of all the Trustees. We are grateful to Gwyn Cheesmur, who leaves the Board at the AGM. During the last eight years his knowledge of Scouting and business expertise has been a great asset.

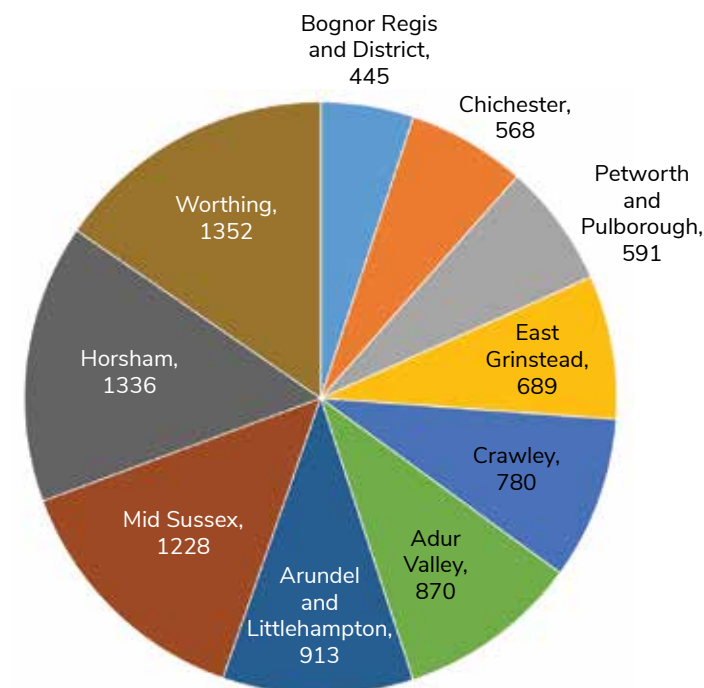
I would like to pay tribute to all our Leaders, Trustees, the County Management Team, and volunteers, who give their time and talents so generously. Their dedication to provide our young people with skills for life in a caring enjoyable environment remains extraordinary. Particular thanks go to our County Commissioner Robert Sawyer, whose dedication, leadership and practical help has motivated and supported everyone in West Sussex Scouts for the last seven years.

Going forward, the Scout Association is undergoing a period of Transformation which will assist in ensuring Scouting remains fit for purpose, relevant and available to all in the future.

Rachel Hammond

Chair of Board of Trustees

Youth Numbers 2023



COUNTY TREASURER

The graphs on this page show County income, expenditure and assets. The figures are taken from the County Annual Report but have been modified in order to simplify the illustrations.

County income has been altered from that shown in the Annual Report, by amalgamating the 'Donations and Legacies income (£9,156) with the two investment incomes (£2,172-£3,723=-£1,551) to create a combined total of £7,605.

In expenditure, the duplicated cost centres for County Administrators and Office have both been merged into new single entities. These modified income and expenditure figures still realise the same net deficit of £45,188 that is shown in the Annual Report. Readers are referred to the Annual report for comprehensive financial detail and explanation.

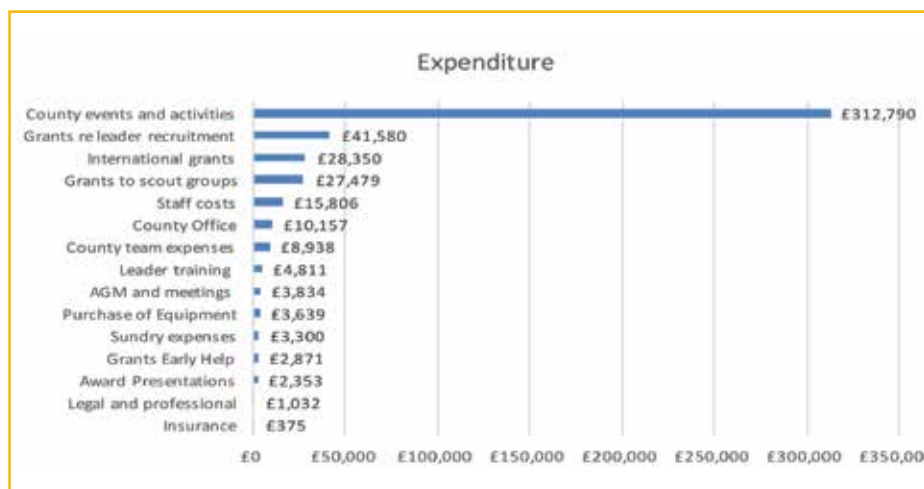
David Hopper, County Treasurer

Income

Donations and legacies	£7,605
Membership subscriptions	£102,001
County events & activities	£312,521
Total Income	£422,127

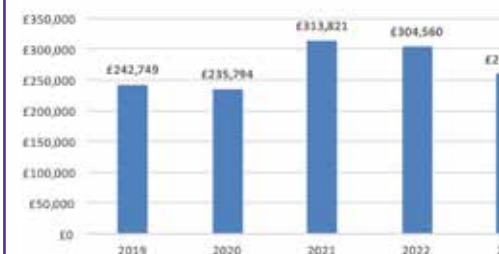
Expenditure

Insurance	£375
Legal and professional	£1,032
Award Presentations	£2,353
Grants Early Help	£2,871
Sundry expenses	£3,300
Purchase of equipment	£3,639
AGM and meetings	£3,834
Leader training	£4,811
County team expenses	£8,938
County Office	£10,157
Staff costs	£15,806
Grants to scout groups	£27,479
International grants	£28,350
Grants re leader recruitment	£41,580
County events & activities	£312,790
Total expenses	£467,315
Deficit / surplus	-£45,188



Assets

Year	Assets
2019	£242,749
2020	£235,794
2021	£313,821
2022	£304,560
2023	£259,372



OUR STRATEGIC OBJECTIVES

Due to the impact of the Covid pandemic The Scout Association has extended its Skills for Life strategy to 2025 with these same objectives remaining in place:

GROWTH

We believe Scouting changes lives so we want to give every young person in the UK the opportunity to join.

INCLUSIVITY

Everyone, regardless of their background, should be able to participate in Scouting.

YOUTH SHAPED

Every young person should be shaping their experience and developing their leadership potential.

COMMUNITY IMPACT

Through community impact projects, Scouting makes a difference not just to the individual but to whole communities.



SKILLS FOR LIFE STRATEGY

The programmes of work that will help us to achieve our strategy have been revised and now include two new objectives of 'Digital' and 'Early Years':

PROGRAMME

A fun, enjoyable, high quality programme consistently delivered and supported by simple (digital) tools

PEOPLE

More, well trained, better supported and motivated adult volunteers, and more young people from diverse backgrounds.

PERCEPTION

Scouting is understood, more visible, trusted, respected and widely seen as playing a key role in society today.

DIGITAL

Embedding our digital principles and transforming the Scouting experience with better digital tools

EARLY YEARS

Provide more young people with Skills for Life through a new section for four and five year olds



COUNTY COMMISSIONER



The last 12 months have been amazing. There have been great Scouting activities taking place across West Sussex. I have been very lucky to be able to attend some of the events and to see first-hand the activities. From the youngest Scout Members to the oldest Members. It is great to see that they are all having fun and gaining Skills for Life.

Scouting in West Sussex continues to grow from new members, new sections and new groups. I continue to be impressed to see

the adult members continuing to run great programmes across the County for the Young Members.

At County level we have been able to present Young Members across the County with their top wards from Chief Scouts Gold Award to the Queen's Scout Award including the new King's Scout Award.

The County continues to have new Squirrels sections opening up which are for Young Members aged 4 to 6 years. I have also been able to see the New Squirrels Members receive their top Award in their section.

This year's census shows an increase in our membership numbers across all ages including adult members. This is another great sign that Scouting continues to support the Young People in West Sussex.

As we look to the next year of Scouting and the new changes that we continue to bring into Scouting, I remain very proud of the Adults in West Sussex Scouts for giving support and the focus on our young people who are still able to experience fun and high quality programmes which in turn gives them valuable Skills for Life.

Finally, I would like to say huge thank you to all our adult volunteers in West Sussex who give up so much of their time so that the young members have the opportunity to take part in great Scouting activities. What you do is great for them and for the community of West Sussex as a whole.

Robert Sawyer
County Commissioner

Our Values

We act with care, respect, integrity, cooperation, exploring our own and others' beliefs..

Our Mission

Scouting actively engages and supports young people in their personal development, empowering them to make a positive contribution to society.

Our Vision

By 2025 we will have prepared more young people with Skills for Life, supported by amazing leaders delivering an inspiring programme. We will be growing, more inclusive, shaped by young people and making a bigger impact in our communities.

COUNTY YOUTH COMMISSIONER



I was delighted to be selected to succeed Connor Holmes who completed his three year appointment as County Youth Commissioner in December 2022.

The County have been very welcoming and supportive and I am helped by Miles Price, Deputy County Youth Commissioner for Events and Governance.

It has been another highly successful year for Youth Shaped Scouting as the YouShape award goes from strength to strength. Across West Sussex increasing numbers of young people have achieved this award by actively engaging in the planning and running of their programmes. This is supported by the imaginative facilitation of their Leaders.

In June, young people in all districts celebrated the Queen's Jubilee in a variety of innovative ways. In September, some of our Network members supported the Queen's Lying in State along with their peers from all four nations of the United Kingdom. They received national acclaim for their service and their embodiment of our Scouting values.

We are now seeking to recruit new District and Deputy District Youth Commissioners, so if you would like to contribute to helping to provide Youth Shaped Scouting in the County please talk to your District Commissioner, or email me at: cyc@westsussexscouts.org.uk.

Phoebe Woolard
County Youth Commissioner



Year	2021	2022	2023
Squirrel Scouts		12	135
Beavers Scouts	1,799	2,194	2,206
Cubs Scouts	2,597	2,750	2,784
Scouts	2,492	2,595	2,565
Explorer Scouts	870	949	1,082
Scout Network	335	359	254
Total YP	8,093	8,859	9,026
Adults	2,857	2,791	3,154
Total	10,950	11,650	11,926

4-5	>	Squirrels
6-8	>	BEAVERS
8-10½	>	cubs
10½-14	>	SCOUTS
14-18	>	EXPLORERS
18-25	>	network

SECTION REPORTS

The valued volunteers are providing our young people with the adventure and outdoor skills that scouting is all about. Development of the skills for life through our weekly meetings is part of a quality programme that our young people are benefiting from and can be seen in the number of top awards that have been achieved in the last year.

Groups are continuing to go on adventures on the water, paddle boarding, canoeing, kayaking and even sailing, going out into the community and taking part in fundraising events and projects and more importantly camping in groups and also across districts at bigger district wide events.

Squirrels are going from strength to strength providing a scouting programme to our youngest members in the county; with the number of expressions of interest growing all the time and squirrel dreys have opened in the districts to help the growth of the section.

This year we saw the passing of Queen Elizabeth II and Network Members from the county were selected to assist with the lying in state and the funeral. This was a great honour and they represented the county extremely well while joining other members from around the UK. They are a credit to Scouting in the UK.



With this passing we saw the last of our youth members achieving the Queen's Scout Award and the first member in the county achieve the new King's Scout Award. The Highest award a youth member can achieve and shows a huge level of commitment. We have also had a Group of Network members for Horsham District complete their explorer belt expedition travelling across Switzerland over 10 days. This award is the culmination of months of planning, budgeting and working together to achieve the number do tasks set out by their mentor while traveling across another country. Well done to the Horsham Network members.

I would like to thank all the leaders and volunteers in the groups and districts who continued to scout providing the young people of West Sussex with the scouting experience they love and enjoy. I would also like to thank the members of the West Sussex Programme Team who have been there to support districts and leaders throughout the County.

Matt Pike

Deputy County Commissioner (Programme)



COUNTY ACTIVITIES

My sincere thanks to all our Activity Assessors, District Nights Away Advisors, Active Support Managers, their respective teams and supporters, for all their efforts during the year in supporting the 'return to normal' following the Pandemic years.

I mentioned in this report for the year 2018/19 that the Scout Association is privileged to be able to run its own Adventurous Activity Permit Scheme. Following a recommendation from a qualified Assessor, the scheme allows leaders and young people to be granted a permit to run Adventurous Activities. A similar scheme (Nights Away Permit Scheme) allows leaders to be granted a permit to run overnight residential experiences for our young people.

I thought it was worth comparing the statistics from 2018/19 with those for 2022/23. The good news is that we now have 494 Adventurous Activity permit holders (407 in 2019). Unfortunately, the number of leaders holding Nights Away Permits has fallen from 546 down to 492. Our challenge is to get those Nights Away Permit holders back up to, and beyond, their pre-pandemic levels!

I would like to thank all Adventurous Activity and Nights Away Permit Holders across the County for their support in ensuring that our Young People can develop their organisational, practical, managerial, and team building skills for life going forward.

My thanks go to Graham West for his valued support in his role of MAPS (Manager of the Activity Permit Scheme) and also Manager of



our Activity SASU teams. Graham has had to step back from these two roles

The next year is going to be an interesting one, with the Scout Association moving forward with its 'Transforming our Volunteer Experience' programme. It also intends to introduce a new database system in early 2024 and will review the Nights Away Permit Scheme in July 2023. Watch this space!

Paul Arkle

Assistant County Commissioner (Activities)



Our 12 County Scout Active Support Units (SASUs):

- Archery
- Caving
- Climbing
- Clive Packham Memorial Trust
- Downsman
- Hill Walking
- Media and Communications
- Radio
- Sea School
- SEAT
- Shooting
- Supreme Box Carts



DUKE OF EDINBURGH'S AWARD SCHEME

The year so far has been incredibly successful for the awards. We have witnessed remarkable accomplishments in various categories. Specifically, we have awarded 71 Gold Chief Scouts Awards, 12 Platinum Chief Scouts Awards, 5 Diamond Chief Scouts Awards, and 7 Young Leader Belt Buckles. These achievements are truly phenomenal for our deserving recipients. Looking ahead, the outlook for the coming year is extremely promising, and we anticipate a continued increase in the number of awards.

In the Duke of Edinburgh Scheme, our County has once again experienced an unbelievable uptake, thanks to the dedication of our D of E Leaders. The awards achieved this year have been nothing short of incredible. Our Young People have earned 108 Bronze Awards, 37 Silver Awards, and 17 Gold Awards. Once again, the numbers are looking positive for the current year, and we are already fully booked for the next two Award Ceremonies.

While the temporary changes to the awards, implemented due to Covid, will end by the close of this year. D of E Headquarters has decided to make some of these measures permanent. This decision will allow for further participation and inclusivity, enabling more Young People to take part in the awards. All the Districts have been informed of these changes, and the leaders can continue to offer a fantastic program that ensures inclusive access to the awards for everyone.

The Awards are in excellent shape, and with a few adjustments to the recording system on the leaders' side, we aim to achieve even higher numbers in the year ahead. I would like to extend my heartfelt congratulations to everyone for their remarkable achievements. I also want to express my gratitude to all the leaders and parents for their unwavering support in providing Young People with the opportunity to participate in these award.

Gregers Young

Duke of Edinburgh's Award Advisor



INTERNATIONAL

West Sussex Scouts international horizons has been widening the past twelve months. Troop, Unit, Group, District and County teams have been planning new, and resurrecting delayed plans to travel beyond the UK, to places such as, Switzerland, Iceland and Bruges and preparing for future trips to Croatia, Kandersteg, Korea and Norway to name a few.

The County International team has been growing and broadening its own wealth of knowledge and experience. I am happy to say we have the continued support of Linda Barker and Suzi Prior, as well as new support from Mike Priest, all as International Advisors.

The 'West Sussex Wasps' and 'West Sussex Warriors', our two World Scout Jamboree Units have been using the year to fundraise, get to

know each other, understand their own strengths and weaknesses, and grow as Units. Their preparation camps have been action packed, with gorge walking in Wales, learning to Morris Dance and Korean culture, their own Monopoly Runs in London, as well as more low-key tasks, but important all the same, like what to do in Seoul when they arrive? I look forward to seeing their journey ahead before the adventure in Korea.

I also look forward in anticipation to many more Visits Abroad forms coming my way over the next 12 months and starting County preparation for Roverway 2024.

Peter Few

Assistant County Commissioner (International)



DIVERSITY AND INCLUSION

Scouting continues to adapt to the changes in the world around us and it has been fantastic to see this happening in West Sussex Scouts and see the welcome so many sections have given young people seeking refuge in the county. Scouting is a worldwide organisation and I have been working closely with the Jamboree units to enable the young people to access the World Scout Jamboree where they will learn more about the cultures and faiths of a wealth of countries.

I am delighted to welcome Jack Sharp to the team as County LGBTQ+ advisor, he has been organising support at Crawley Pride in recent

years and I look forward to seeing him replicate this across the county. One of his first challenges is to get an LGBT advisor in every district and please contact him direct with any queries or questions.

The DANAs (district additional needs advisors) have provided me with great support across the districts and as we enter the transformation these roles will continue to be invaluable to ensure Scouting is for all.

Leader training in the Promoting Positive behaviour workshop and the Module 7 Scouting for all workshop continue to be really popular with many leaders and assistants reporting they have been given new tools and ideas to support their young people. These workshops are open to all as part of training or ongoing learning. The module 7 allows participants to explore more in depth the protected characteristics alongside gaining a greater understanding of LGBTQ+.

The Scouting website has continued to develop and is now a wealth of information for a wide variety of additional needs and is a useful source visual stories for promises and scouting ceremonies and events. I encourage all to take the time to check it out.

All districts and groups should have in place behaviour policies which are shared with parents alongside 'code of conducts'. These alongside the parent/carer framework provide the scaffolding to ensure we are supporting as many young people as possible to access Scouting.

West Sussex is a diverse county and we must now focus to build Scouting within all demographics of the county. It is important we continue to ask how we can adapt and be inclusive and always keep the door open to every young person and volunteer in a safe and inclusive way. Please continue to ask for support before saying no to anything, no one on their own is an expert but together we are an amazing team.

Thank you for all your amazing work within the County this year and I look forward to meeting more of you in the coming year.

Suzanne Few

DCC Diversity and Inclusion



ADULT TRAINING

The transition date edges ever nearer and training as we know it will see significant changes but for now it is business as usual. We are currently planning the usual training weekend at Lodge Hill in November which will be held on the weekend of 25th/26th and details will be announced shortly once the programme has been finalised.

First Aid courses are still being run on a frequent basis across all corners of the county so there is no excuse for adults not being able to renew their training. We have a very capable team of first aid trainers who oversee this.

Compliance training (safety and safeguarding) is always going to be a challenge but I feel it is a battle we are winning as adults get plenty of reminders. However, the difference this year is that the Scout Association

is quick to suspend members who do not comply with this training. One suspension in the county is one too many so I urge everybody to encourage adults to complete this training at the earliest opportunity.

I have been in this role now for five months and in that time, I have seen 75 Wood Badges awarded which is very encouraging but let's not forget those people in non-wood badge roles who are equally important. In the same period, I have seen 150 people complete the required training for their role which is a credit to our local training managers and training advisors.

Geoff Spooner

County Training Manager



CLIVE PACKHAM MEMORIAL FUND

The first meeting of the Clive Packham Memorial Fund was held in 1988 and was to honour the memory of Clive Packham, an adventurous West Sussex Venture Scout. The Fund exists to assist Scouts to participate in adventurous activities and is in the form of a monetary grant made to an individual. Activities that would be supported include Explorer Belt expeditions and activities such as climbing, caving, sailing, scientific investigation, backpacking, high level walking and underwater exploration.

No grants were paid in 2022/23 as the Memorial Fund was in the process of being set up as a new SASU within West Sussex County Scouts but we are now ready to receive new and exciting applications. The trustees will decide the amount of grant an individual will be given but all applicants are expected to have fundraised the majority of their costs. Applications cannot be considered retrospectively so you must apply in the planning stage.

Applications should be made in writing, by individual Scouts, and addressed to Mrs Pat Rawcliffe, Clive Packham Memorial Fund, SASU Co-ordinator, at pat.rawcliffe@westsussexscouts.org.uk. Please tell us about your expected trip and explain how you are raising the money to meet your costs. In return, we would like to meet you before your trip to discuss your application and then again after your return to hear about your adventure. We look forward to supporting you.

Daren Packham, Richard Sullivan, Pat Rawcliffe



GROWTH & DEVELOPMENT

This year we have continued to support those sections and Groups needing help to recover from the impact of the pandemic, with the majority now back up and running. Thirteen new Group Scout Leaders have been recruited and supported through their induction and we started the process of refocusing on our longer-term growth plans with workshops being delivered in two of the ten Districts.

Working with Chichester District Team, we hosted an open event in September at Tangmere Village Hall with the aim of opening a new Scout Group to serve the local community and help ease the pressure on the three groups in Chichester City. Following a very successful open night, 100+ registrations of interest, and inducting new volunteers. Tangmere Scout Group officially launched in February 2023 with Beavers, Cubs and Scouts, with plans for a Squirrel Drey to open in the summer of 2023.

Our congratulations also go to 2nd Ifield Scout Group in Crawley who opened their second Scout Troop, 2nd Horsham who opened their

second Beaver Colony and the nine Scout Groups opening a Squirrel Drey, taking the number to 12 Squirrel Dreys across the County by January 2023 with more planned to open throughout the year.

In September we welcomed three new volunteers to the Project Working Group; Glyn Pullen (Chair), Joe Hellyer and Sophia Wilks, alongside Chris Howe from The Scouts who together coordinate and support the work of our development officer.

In January we said goodbye to Mark Guy, our Growth and

Development Officer who moved on to a new job with The Scouts Growth and Communities team. Mark joined the County Team back in January 2009 as our County Recruitment and Development Officer, initially employed for three years to help deliver our growth plans. Over the last 13 years Mark has played a key role in supporting volunteers across the County open many new sections and Group enabling hundreds of young people to join and develop skills for life. Mark has supported the induction of 210 new Group Scout Leaders and delivered too many to count workshops, online support sessions and meeting to support our volunteers to recruit more volunteers, young people and implement development plans. We wish Mark all the very best in his new job and thank him for everything he has done to support West Sussex Scouts.

As we look ahead to 2023/24, we are pleased to confirm that Joe Firth will be joining the team in the updated role of Local Growth Officer – West Sussex. Joe will start work in April and help us to continue to support and deliver on our ambitious growth plans to 2025.

Glyn Pullen

Chair, Project Working Group

Chris Howe

Local Growth Operations Manager - South

IN WEST SUSSEX THERE ARE:

	2022	2023
Squirrel Dreys	3	12
Beavers Scouts	135	134
Cub Scouts	140	139
Scout Troops	131	131
Explorer Units	59	58



AWARDS

Giving an award is an important way to thank our volunteer members for their incredible service and to recognise our youth members for their amazing achievements. The following awards were all presented in the 2022/23 year. Congratulations go to all the recipients.

Tony Hall, Awards Advisory Group Chair

Matt Pike, DCC Programme

Gregers Young, D of E Advisor



ADULT AWARDS

SILVER WOLF

Jill Gladman

BAR TO SILVER ACORN

Steve Dawson

Eddy Hills

Robert Sawyer

SILVER ACORN

Chris Davis

Sally Holmes

Geoff Ridgway

Clive Light

Mike Larcombe

Gloria Gardner

Tim Rapley

BAR TO AWARD FOR MERIT

Suzanne Few

Steven Mitchison

AWARD FOR MERIT

Paul Abbott

Sonia Baker

Mark Bridger

John Burrell

Jon Elliot

Sean Edwards

Alison Evans

Carol Holly

David King

Anthony Longland

Mags Marshall

Roy McNeil

CHIEF SCOUT'S COMMENDATION FOR GOOD SERVICE

Ruth Bradley

Jodie Forrest

David Hopper

Charlotte Polhill

Marie Riordan

Sophia Wilks

Les Wood

YOUNG PEOPLE'S AWARDS

THE QUEEN'S SCOUT AWARD

Abi Braim

Georgia Burrell

Zoe Grimshaw

Freya Harris

Jack Mitchell

Miles Price

Becca Price

Oliver Tullett

Nora Westerdijk

Phoebe Woolard

THE CHIEF SCOUT'S AWARD

Gold 71

Platinum 12

Diamond 5

Young Leader Belt Buckle 7

THE KING'S SCOUT AWARD

Laura Parker

THE DUKE OF EDINBURGH'S AWARD

Gold 17

Silver 37

Bronze 108



Editor: Steven Mitchison, County Secretary



We prepare young people with skills for life

West Sussex Scouts, County Office, Lodge Hill Centre, London Road, Watersfield, Pulborough, West Sussex RH20 1LZ

T: 01798 831110 E: countyoffice@westsussexscouts.org.uk W: www.westsussexscouts.org.uk

WEST SUSSEX COUNTY SCOUT COUNCIL
ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2023

WEST SUSSEX COUNTY SCOUT COUNCIL

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	Mrs R Hammond	
	Mr S Mitchison	
	Mr G Cheesmur	
	Mrs F Trimming	
	Mr D Hopper	
	Mr R Sawyer	
	Mr C Holmes	
	Mr A Swayne	
	Mr M Price	
	Mr E Hills	
	Miss P Woolard	(Appointed 1 January 2023)
	Mr A Hall	(Resigned 11 May 2022)
	Mr S Dawson	(Resigned 23 September 2022)
	Mr B Hardcastle	(Resigned 30 January 2023)
Charity number	1046955	
Principal address	Lodge Hill Centre London Road Watersfield Pulborough West Sussex RH20 1LZ	
Independent examiner	Alec Burgess ACA Keymer Haslam & Co 4 - 6 Church Road Burgess Hill West Sussex RH15 9AE	
Bankers	CAF Bank Limited 25 Kings Hill Avenue West Malling Kent ME19 4JQ	

WEST SUSSEX COUNTY SCOUT COUNCIL

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WEST SUSSEX COUNTY SCOUT COUNCIL

TRUSTEES' REPORT

FOR THE YEAR ENDED 31 MARCH 2023

The Trustees present their report and financial statements for the year ended 31 March 2023.

The accounts have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the Charity's governing document, the Charities Act 2011 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015)"

Objectives and activities

We are part of the UK's biggest mixed youth organisation. We change lives by offering 4 to 25 year olds fun and challenging activities, unique experiences, everyday adventure and the chance to help others so that we make a positive impact in communities.

Scouts helps children and young adults reach their full potential. Scouts develop skills including teamwork, time management, leadership, initiative, planning, communication, self-motivation, cultural awareness and commitment. We help young people to get jobs, save lives and even change the world.

Scouts take part in activities as diverse as kayaking, abseiling, expeditions overseas, photography, climbing and zorbing. As a Scout you can learn survival skills, first aid, computer programming, or even how to fly a plane. There's something for every young person. It's a great way to have fun, make friends, get outdoors, express your creativity and experience the wider world.

The Trustees have had due regard to the Charity Commission guidance on public benefit whilst setting the objectives and activities of the charity. Our assessment is that we have met the public benefit criteria in that:

- We are an inclusive organisation abiding by TSA guidelines with regard to:
 - o Religion - Scouting is open to members of all faiths or of no faith.
 - o Equal Opportunities - Scouting does not discriminate on grounds of Ethnic Origin, Gender, Marital or civil partnership status, Sexual orientation, or Disability.
- The trustees take seriously the care, protection and safety of our members by implementing at a local level the following TSA guidelines in regard to:
 - o Safety - Policies and procedures are in place to provide scouting in a safe manner without risk to health, so far as is reasonably practicable
 - o Vetting - Policies and procedures are in place to check all adult volunteers to ensure that only adults appropriate for a role are permitted to undertake responsibilities in Scouting and that regular reviews are undertaken of adult volunteers to ensure their continued suitability
 - o Child Protection - The trustees have in place policies and procedures to safeguard the welfare of all Members by protecting them from neglect and from physical, sexual and emotional harm. As part of the child protection policy the trustees have in place further measures with regard to anti-bullying strategies.

The Trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the Charity should undertake.

Achievements and performance

The trustees produce a separate publication entitled 'West Sussex Annual Review' which contains a detailed summary of scouting activities in West Sussex for the year ended 31st March 2023. Copies are available for all attendees at the AGM and on request from the County Secretary.

WEST SUSSEX COUNTY SCOUT COUNCIL

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

Consideration of Risk

The trustees are mindful of the Council's responsibilities in Risk Management and, in accordance with the requirements of the Statement of Recommended Practice, regularly reviews the major risks and ensures appropriate systems are in place to mitigate those risks.

The Executive has a specialist sub-committee to manage these risks and highly values the local reputation of Scouting. It seeks to enhance this reputation through appropriate Public Relations, care in the recruitment and management of adults and working closely with the County Team to professionally resolve any disputes, which may arise. Other items include Child Protection, Safety in Scouting, Personal Accident and Equipment Insurance together with mitigating Event Cancellation costs.

The year under review was severely impacted by the global Covid-19 pandemic, and in this respect, all face to face scouting had to cease under government guidelines, which were implemented across the county.

Financial review

Full and detailed accounts are shown on pages 7-16 of this report. Income for the year was £425,850 (2022 £146,475); expenditure for the year was £467,315 (2022 £165,145) giving a deficit of £41,465. After the re-valuation of investments the total deficit was £45,188 (2022 Deficit £9,294) which was planned for. As at 31 March 2023 the reserves were £259,372 (2022 £304,560).

The Executive continues to monitor the income streams of the County. Whilst the greater proportion is directly linked to the membership level which is more stable, a proportion is entirely variable and cannot be guaranteed.

The Executive determines the quantum of funds to be invested for the longer term, based on its objectives and financial position. The funds are deposited with the CCLA. The underlying funds are invested in a combination of fixed interest and managed funds.

The unrestricted and designated funds at 31 March 2023 are shown in the balance sheet. The trustees consider the financial state of affairs to be satisfactory.

The Executive is committed to reducing substantially the level of reserves for the longer term. A primary objective is to keep the membership fee as low as possible to help scouting membership in West Sussex to grow. This was implemented in the year ended 31 March 2014 and will continue. The Trustees' policy on reserves is to hold sufficient resources to continue the charitable activities of the County. The Trustees consider that the County should aim to retain a minimum financial reserve sufficient to support the operation of the County Scout Council for a period of twelve months. This includes, in exceptional circumstances, the support of any of the ten Districts who may be experiencing financial difficulties.

To this end the Trustees aim to retain a reserve fund of £150,000 at any given time. The sum will be reviewed annually.

It is the policy of the Charity that unrestricted funds which have not been designated for a specific use should be maintained at a level equivalent to between three and six month's expenditure. The Trustees considers that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the Charity's current activities while consideration is given to ways in which additional funds may be raised. This level of reserves has been maintained throughout the year.

The Trustees has assessed the major risks to which the Charity is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks.

WEST SUSSEX COUNTY SCOUT COUNCIL

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

The trustees are mindful of the Council's responsibilities in Risk Management and endeavour to follow best practice as advised by the Charity Commission and TSA guidelines. Reviews are undertaken with regard to the major risks to ensure appropriate systems are in place to mitigate those risks.

The Executive has a specialist sub-committee to manage the recruitment of adults and, working closely with the County Management Team (CMT), to professionally resolve any disputes which may arise. Responsibility for the risk assessment for scouting events is delegated to the CMT and from there to the scout leaders who run the events. Policies and procedures are in place to ensure leaders are following correct guidelines in this important matter. All international events are monitored and approved by the ACC-International according to guidelines issued by TSA.

The Executive regularly reviews H&S matters and implements changes/gives advice to districts and groups. The Executive has created the position of County H&S advisor to support members in best practice in this critical field.

The TSA provides a basic level of Personal Accident and Medical Insurance for all youth members, adult members and adult associate members who may sustain injury whilst participating in scouting activities. The trustees are aware that the policy only provides limited benefits but, in common with other Counties, considers it too expensive to provide a separate fully comprehensive cover. The Executive purchase a separate insurance policy to provide a basic level of insurance cover to unnamed helpers at County events. The Executive also insure named specialised County equipment and have policies to cover major event cancellation.

Structure, governance and management

The Trustees who served during the year were:

Mrs R Hammond

Mr S Mitchison

Mr S Dawson

(Resigned 23 September 2022)

Mr G Cheesmur

Mrs F Trimming

Mr D Hopper

Mr R Sawyer

Mr C Holmes

Mr A Hall

(Resigned 11 May 2022)

Mr B Hardcastle

(Resigned 30 January 2023)

Mr A Swayne

Mr M Price

Mr E Hills

Miss P Woolard

(Appointed 1 January 2023)

The County's governing documents are those of The Scout Association (TSA). TSA has a Royal Charter and so West Sussex County Scout Council (WSCSC) is a linked charitable trust registered with the Charity Commission. The Royal Charter gives authority to the Bye Laws of the Association and The Policy, Organisation and Rules of The Scout Association. The Scout Association is the representative body of the World Organisation of Scout Movements in the United Kingdom. The County is a trust established under rules common to all Scout Associations.

Charity Trustees are either elected by the members of WSCSC, nominated by the County Commissioner or appointed by the Regional Commissioner. Trustees are otherwise known as members of the County Executive Committee. Elections and nominations occur at the Annual General Meeting of the charity which must be held within six months of the County financial year end. The County Commissioner usually serves a fixed term appointment of five years. The remaining Trustees do not serve a fixed term appointment but instead are re-elected or re-nominated each year. Individuals may be co-opted as Trustees by the County Executive Committee at any time.

WEST SUSSEX COUNTY SCOUT COUNCIL

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

The Trustees met via "Teams", but also had face to face meetings, and met on 6 occasions from April 2022 to March 2023 to consider and approve matters relating to the administration and financial management of WSCSC. The trustees also participated in online voting polls during the year at the request of the County Chairman. The quorum was exceeded at all meetings and online voting polls. The Annual General Meeting of the District Scout Council, to which all members of WSCSC are invited, was held on 21 September 2022. The Minutes of the AGM were reviewed by the County Executive at the September meeting and are available for inspection by all attendees at the AGM 2023 or by request to the County Secretary.

The County 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 comprehensive insurance policies to ensure that insurable risks are covered.

The trustees' report was approved by the Board of Trustees.

Mr S Mitchison

Trustee

Dated: 29 August 2023

WEST SUSSEX COUNTY SCOUT COUNCIL

STATEMENT OF TRUSTEES' RESPONSIBILITIES

FOR THE YEAR ENDED 31 MARCH 2023

The Trustees are responsible for preparing the Trustees' Report and the accounts in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales requires the Trustees to prepare accounts for each financial year which give a true and fair view of the state of affairs of the Charity and of the incoming resources and application of resources of the Charity for that year.

In preparing these accounts, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the accounts; and
- prepare the accounts on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The Trustees are responsible for keeping sufficient accounting records that disclose with reasonable accuracy at any time the financial position of the Charity and enable them to ensure that the accounts comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

WEST SUSSEX COUNTY SCOUT COUNCIL

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF WEST SUSSEX COUNTY SCOUT COUNCIL

I report to the Trustees on my examination of the financial statements of West Sussex County Scout Council (the Charity) for the year ended 31 March 2023.

Responsibilities and basis of report

As the Trustees of the Charity you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 (the 2011 Act).

I report in respect of my examination of the Charity's financial statements carried out under section 145 of the 2011 Act. In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

Since the Charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales, which is one of the listed bodies.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

- 1 accounting records were not kept in respect of the Charity as required by section 130 of the 2011 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

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 financial statements to be reached.

Alec Burgess ACA

Keymer Haslam & Co
4 - 6 Church Road
Burgess Hill
West Sussex
RH15 9AE

Dated: 1 September 2023

WEST SUSSEX COUNTY SCOUT COUNCIL

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2023

	Notes	Unrestricted funds 2023 £	Unrestricted funds 2022 £
<u>Income and endowments from:</u>			
Donations, legacies and grants	3	9,156	2,674
Charitable activities	4	312,521	41,434
Investments	5	2,172	1,513
Membership subscriptions	6	102,001	100,854
Total income		425,850	146,475
<u>Expenditure on:</u>			
Charitable activities	7	467,315	165,145
Net gains/(losses) on investments	12	(3,723)	9,376
Net movement in funds		(45,188)	(9,294)
Fund balances at 1 April 2022		304,560	313,854
Fund balances at 31 March 2023		259,372	304,560

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities. There are no restricted funds.

WEST SUSSEX COUNTY SCOUT COUNCIL

BALANCE SHEET

AS AT 31 MARCH 2023

	Notes	2023 £	£	2022 £	£
Fixed assets					
Investments	13		173,392		177,115
Current assets					
Stocks		4,252		3,568	
Debtors	14	59,558		2,947	
Cash at bank and in hand		163,381		183,047	
		<u>227,191</u>		<u>189,562</u>	
Creditors: amounts falling due within one year	15	<u>(141,211)</u>		<u>(62,117)</u>	
Net current assets			85,980		127,445
Total assets less current liabilities			<u>259,372</u>		<u>304,560</u>
Income funds					
<u>Unrestricted funds</u>					
Designated funds	16	12,324		6,039	
General unrestricted funds	16	<u>247,048</u>		<u>298,521</u>	
			259,372		304,560
			<u>259,372</u>		<u>304,560</u>

The accounts were approved by the Trustees on 29 August 2023

Mrs R Hammond
Trustee

Mr D Hopper
Trustee

WEST SUSSEX COUNTY SCOUT COUNCIL

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2023

1 Accounting policies

Charity information

West Sussex County Scout Council is a registered with the Charities Commission, as a charitable Trust linked with The Scout Association.

1.1 Accounting convention

The financial statements have been prepared in accordance with the Charity's governing document, the Charities Act 2011 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (as amended for accounting periods commencing from 1 January 2016). The Charity is a Public Benefit Entity as defined by FRS 102.

The financial statements have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a true and fair view. This departure has involved following the Statement of Recommended Practice for charities applying FRS 102 rather than the version of the Statement of Recommended Practice which is referred to in the Regulations but which has since been withdrawn.

The financial statements are prepared in sterling, which is the functional currency of the Charity. Monetary amounts in these financial statements are rounded to the nearest £.

The accounts have been prepared under the historical cost convention, modified to include the revaluation of certain financial instruments at fair value. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the financial statements, the Trustees have a reasonable expectation that the Charity has adequate resources to continue in operational existence for the foreseeable future. Thus the Trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the Trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors as to how they may be used. There are no restricted funds.

1.4 Incoming resources

Income is recognised when the Charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

When donors impose conditions which have to be fulfilled before the charity becomes entitled to use such income, the income is deferred and not included in incoming resources until the preconditions for use have been met

All incoming resources are included in the SOFA in full when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

As the Council acts as an agent for Headquarters in the collection of members' subscriptions, these monies are not the property of the Council. They are shown for information purposes only.

WEST SUSSEX COUNTY SCOUT COUNCIL

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2023

1 Accounting policies (Continued)

1.5 Resources expended

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of the resources.

Management and administration costs are those incurred in connection with administration of the charity and compliance with constitutional and statutory requirements.

1.6 Stocks

Stocks are stated at the lower of cost and net realisable value.

1.7 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

1.8 Financial instruments

The Charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the Charity's balance sheet when the Charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

Derecognition of financial liabilities

Financial liabilities are derecognised when the Charity's contractual obligations expire or are discharged or cancelled.

1.9 Retirement benefits

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

WEST SUSSEX COUNTY SCOUT COUNCIL

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2023

1 Accounting policies (Continued)

1.10 Fund accounting

General funds are unrestricted funds, which are available for use at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the trustees for particular purposes, or funds, which have been raised for a particular purpose. The aim and use of each designated fund is set out in the notes to the financial statements.

Investment income and gains are allocated to the appropriate fund.

2 Critical accounting estimates and judgements

In the application of the Charity's accounting policies, the Trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

3 Donations, legacies and grants

	Unrestricted funds	Unrestricted funds
	2023	2022
	£	£
IPEH Funding received	5,000	-
Coronavirus Job retention scheme grant received	-	2,674
Clive Packham Memorial funds introduced	4,156	-
	<u>9,156</u>	<u>2,674</u>

4 Charitable activities

	2023	2022
	£	£
County Events and Activities (net of refunds given)	312,753	41,655
Sales of badges	(232)	(221)
	<u>312,521</u>	<u>41,434</u>

WEST SUSSEX COUNTY SCOUT COUNCIL

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2023

5 Investments

	Unrestricted funds	Unrestricted funds
	2023	2022
	£	£
Income from listed investments	1,340	1,402
Interest receivable	832	111
	<u>2,172</u>	<u>1,513</u>

6 Other income

	2023	2022
	£	£
Membership subscriptions	395,251	380,142
Remitted to headquarters	(293,250)	(279,288)
	<u>102,001</u>	<u>100,854</u>

7 Charitable activities

	Charitable expenditure 2023	Charitable expenditure 2022
	£	£
Staff costs	7,903	8,812
County team expenses	6,703	4,485
Insurance	375	6,060
Award presentations	2,353	-
Leader training expenses	4,811	1,932
Activity expenses (net of refunds received)	312,790	46,873
County office expenses	5,079	5,419
Sundry expenses	3,300	2,119
Purchase of equipment	3,639	1,698
	<u>346,953</u>	<u>77,398</u>
Grant funding of activities (see note 8)	100,280	67,210
Share of governance costs (see note 9)	20,082	20,537
	<u>467,315</u>	<u>165,145</u>

WEST SUSSEX COUNTY SCOUT COUNCIL

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2023

8 Grants payable

	2023 £	2022 £
International grants	28,350	-
Grants re leader recruitment (via Scout Headquarters)	41,580	41,787
Grants to scout groups	27,479	23,785
Grants - IPEH fund	2,871	1,638
	<u>100,280</u>	<u>67,210</u>

9 Support costs

	Support costs £	Governance costs £	2023 £	2022 £	Basis of allocation
Staff costs	-	7,903	7,903	8,812	Governance
Legal and professional	-	1,032	1,032	1,032	Governance
County Team expenses	-	2,235	2,235	1,495	Governance
AGM & meeting exp's	-	3,834	3,834	3,779	Governance
County office expenses	-	5,078	5,078	5,419	Governance
	<u>-</u>	<u>20,082</u>	<u>20,082</u>	<u>20,537</u>	
Analysed between					
Charitable activities	-	20,082	20,082	20,537	
	<u>-</u>	<u>20,082</u>	<u>20,082</u>	<u>20,537</u>	

10 Trustees

No trustee received any remuneration in respect of their office as a trustee. Trustees received reasonable reimbursement for expenses incurred in connection with their roles, and several trustees hold other appointments within the County for which they receive reimbursement of expenses incurred in that office.

WEST SUSSEX COUNTY SCOUT COUNCIL

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2023

11 Employees

Number of employees

The average monthly number employees during the year was:

	2023 Number	2022 Number
County office staff	2	2

Employment costs

	2023 £	2022 £
Wages and salaries	15,660	17,470
Other pension costs	146	154
	15,806	17,624

There were no employees whose annual remuneration was £60,000 or more.

12 Net gains/(losses) on investments

	2023 £	2022 £
Revaluation of investments	(3,723)	9,376

13 Fixed asset investments

	Listed investments £
Cost or valuation	
At 1 April 2022	177,115
Valuation changes	(3,723)
At 31 March 2023	173,392
Carrying amount	
At 31 March 2023	173,392
At 31 March 2022	177,115

WEST SUSSEX COUNTY SCOUT COUNCIL

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2023

14 Debtors

	2023 £	2022 £
Amounts falling due within one year:		
Other debtors	59,558	2,553
Prepayments and accrued income	-	394
	<u>59,558</u>	<u>2,947</u>

15 Creditors: amounts falling due within one year

	2023 £	2022 £
Other creditors	<u>141,211</u>	<u>62,117</u>

16 Designated funds

The income funds of the charity include the following designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes:

	Balance at 1 April 2021 £	Resources expended £	Balance at 1 April 2022 £	Movement in funds		
				Incoming resources £	Resources expended £	Balance at 31 March 2023 £
Hardship Fund	5,517	-	5,517	-	-	5,517
IPEH Fund	2,160	(1,638)	522	5,000	(2,871)	2,651
Clive Packham Memorial Fund	-	-	-	4,156	-	4,156
	<u>7,677</u>	<u>(1,638)</u>	<u>6,039</u>	<u>9,156</u>	<u>(2,871)</u>	<u>12,324</u>

The Hardship Fund is designated to support people in financial difficulty.

The IPEH Fund is part of the Integrated Prevention and Earliest Help fund, and superceded the Think Family programme.

The Clive Packham Memorial Fund is now part of West Sussex County Scout Council funds, with the funds within it to be donated to causes in line with the original objectives of the fund on its inception.

WEST SUSSEX COUNTY SCOUT COUNCIL

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2023

17 Analysis of net assets between funds

	Unrestricted funds 2023 £	Unrestricted funds 2022 £
Fund balances at 31 March 2023 are represented by:		
Investments	173,392	177,115
Current assets/(liabilities)	85,980	127,445
	<u>259,372</u>	<u>304,560</u>

Designated Funds are all held in current assets/(liabilities).

18 Related party transactions

There were no disclosable related party transactions during the year (2022 - none).

19 Analysis of changes in net funds

The Charity had no debt during the year.

WEST SUSSEX COUNTY SCOUT COUNCIL
ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2023

WEST SUSSEX COUNTY SCOUT COUNCIL

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	Mrs R Hammond	
	Mr S Mitchison	
	Mr G Cheesmur	
	Mrs F Trimming	
	Mr D Hopper	
	Mr R Sawyer	
	Mr C Holmes	
	Mr A Swayne	
	Mr M Price	
	Mr E Hills	
	Miss P Woolard	(Appointed 1 January 2023)
	Mr A Hall	(Resigned 11 May 2022)
	Mr S Dawson	(Resigned 23 September 2022)
	Mr B Hardcastle	(Resigned 30 January 2023)
Charity number	1046955	
Principal address	Lodge Hill Centre London Road Watersfield Pulborough West Sussex RH20 1LZ	
Independent examiner	Alec Burgess ACA Keymer Haslam & Co 4 - 6 Church Road Burgess Hill West Sussex RH15 9AE	
Bankers	CAF Bank Limited 25 Kings Hill Avenue West Malling Kent ME19 4JQ	

WEST SUSSEX COUNTY SCOUT COUNCIL

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Statement of financial activities	7
Balance sheet	8
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WEST SUSSEX COUNTY SCOUT COUNCIL

TRUSTEES' REPORT

FOR THE YEAR ENDED 31 MARCH 2023

The Trustees present their report and financial statements for the year ended 31 March 2023.

The accounts have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the Charity's governing document, the Charities Act 2011 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015)"

Objectives and activities

We are part of the UK's biggest mixed youth organisation. We change lives by offering 4 to 25 year olds fun and challenging activities, unique experiences, everyday adventure and the chance to help others so that we make a positive impact in communities.

Scouts helps children and young adults reach their full potential. Scouts develop skills including teamwork, time management, leadership, initiative, planning, communication, self-motivation, cultural awareness and commitment. We help young people to get jobs, save lives and even change the world.

Scouts take part in activities as diverse as kayaking, abseiling, expeditions overseas, photography, climbing and zorbing. As a Scout you can learn survival skills, first aid, computer programming, or even how to fly a plane. There's something for every young person. It's a great way to have fun, make friends, get outdoors, express your creativity and experience the wider world.

The Trustees have had due regard to the Charity Commission guidance on public benefit whilst setting the objectives and activities of the charity. Our assessment is that we have met the public benefit criteria in that:

- We are an inclusive organisation abiding by TSA guidelines with regard to:
 - o Religion - Scouting is open to members of all faiths or of no faith.
 - o Equal Opportunities - Scouting does not discriminate on grounds of Ethnic Origin, Gender, Marital or civil partnership status, Sexual orientation, or Disability.
- The trustees take seriously the care, protection and safety of our members by implementing at a local level the following TSA guidelines in regard to:
 - o Safety - Policies and procedures are in place to provide scouting in a safe manner without risk to health, so far as is reasonably practicable
 - o Vetting - Policies and procedures are in place to check all adult volunteers to ensure that only adults appropriate for a role are permitted to undertake responsibilities in Scouting and that regular reviews are undertaken of adult volunteers to ensure their continued suitability
 - o Child Protection - The trustees have in place policies and procedures to safeguard the welfare of all Members by protecting them from neglect and from physical, sexual and emotional harm. As part of the child protection policy the trustees have in place further measures with regard to anti-bullying strategies.

The Trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the Charity should undertake.

Achievements and performance

The trustees produce a separate publication entitled 'West Sussex Annual Review' which contains a detailed summary of scouting activities in West Sussex for the year ended 31st March 2023. Copies are available for all attendees at the AGM and on request from the County Secretary.

WEST SUSSEX COUNTY SCOUT COUNCIL

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

Consideration of Risk

The trustees are mindful of the Council's responsibilities in Risk Management and, in accordance with the requirements of the Statement of Recommended Practice, regularly reviews the major risks and ensures appropriate systems are in place to mitigate those risks.

The Executive has a specialist sub-committee to manage these risks and highly values the local reputation of Scouting. It seeks to enhance this reputation through appropriate Public Relations, care in the recruitment and management of adults and working closely with the County Team to professionally resolve any disputes, which may arise. Other items include Child Protection, Safety in Scouting, Personal Accident and Equipment Insurance together with mitigating Event Cancellation costs.

The year under review was severely impacted by the global Covid-19 pandemic, and in this respect, all face to face scouting had to cease under government guidelines, which were implemented across the county.

Financial review

Full and detailed accounts are shown on pages 7-16 of this report. Income for the year was £425,850 (2022 £146,475); expenditure for the year was £467,315 (2022 £165,145) giving a deficit of £41,465. After the re-valuation of investments the total deficit was £45,188 (2022 Deficit £9,294) which was planned for. As at 31 March 2023 the reserves were £259,372 (2022 £304,560).

The Executive continues to monitor the income streams of the County. Whilst the greater proportion is directly linked to the membership level which is more stable, a proportion is entirely variable and cannot be guaranteed.

The Executive determines the quantum of funds to be invested for the longer term, based on its objectives and financial position. The funds are deposited with the CCLA. The underlying funds are invested in a combination of fixed interest and managed funds.

The unrestricted and designated funds at 31 March 2023 are shown in the balance sheet. The trustees consider the financial state of affairs to be satisfactory.

The Executive is committed to reducing substantially the level of reserves for the longer term. A primary objective is to keep the membership fee as low as possible to help scouting membership in West Sussex to grow. This was implemented in the year ended 31 March 2014 and will continue. The Trustees' policy on reserves is to hold sufficient resources to continue the charitable activities of the County. The Trustees consider that the County should aim to retain a minimum financial reserve sufficient to support the operation of the County Scout Council for a period of twelve months. This includes, in exceptional circumstances, the support of any of the ten Districts who may be experiencing financial difficulties.

To this end the Trustees aim to retain a reserve fund of £150,000 at any given time. The sum will be reviewed annually.

It is the policy of the Charity that unrestricted funds which have not been designated for a specific use should be maintained at a level equivalent to between three and six month's expenditure. The Trustees considers that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the Charity's current activities while consideration is given to ways in which additional funds may be raised. This level of reserves has been maintained throughout the year.

The Trustees has assessed the major risks to which the Charity is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks.

WEST SUSSEX COUNTY SCOUT COUNCIL

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

The trustees are mindful of the Council's responsibilities in Risk Management and endeavour to follow best practice as advised by the Charity Commission and TSA guidelines. Reviews are undertaken with regard to the major risks to ensure appropriate systems are in place to mitigate those risks.

The Executive has a specialist sub-committee to manage the recruitment of adults and, working closely with the County Management Team (CMT), to professionally resolve any disputes which may arise. Responsibility for the risk assessment for scouting events is delegated to the CMT and from there to the scout leaders who run the events. Policies and procedures are in place to ensure leaders are following correct guidelines in this important matter. All international events are monitored and approved by the ACC-International according to guidelines issued by TSA.

The Executive regularly reviews H&S matters and implements changes/gives advice to districts and groups. The Executive has created the position of County H&S advisor to support members in best practice in this critical field.

The TSA provides a basic level of Personal Accident and Medical Insurance for all youth members, adult members and adult associate members who may sustain injury whilst participating in scouting activities. The trustees are aware that the policy only provides limited benefits but, in common with other Counties, considers it too expensive to provide a separate fully comprehensive cover. The Executive purchase a separate insurance policy to provide a basic level of insurance cover to unnamed helpers at County events. The Executive also insure named specialised County equipment and have policies to cover major event cancellation.

Structure, governance and management

The Trustees who served during the year were:

Mrs R Hammond

Mr S Mitchison

Mr S Dawson

(Resigned 23 September 2022)

Mr G Cheesmur

Mrs F Trimming

Mr D Hopper

Mr R Sawyer

Mr C Holmes

Mr A Hall

(Resigned 11 May 2022)

Mr B Hardcastle

(Resigned 30 January 2023)

Mr A Swayne

Mr M Price

Mr E Hills

Miss P Woolard

(Appointed 1 January 2023)

The County's governing documents are those of The Scout Association (TSA). TSA has a Royal Charter and so West Sussex County Scout Council (WSCSC) is a linked charitable trust registered with the Charity Commission. The Royal Charter gives authority to the Bye Laws of the Association and The Policy, Organisation and Rules of The Scout Association. The Scout Association is the representative body of the World Organisation of Scout Movements in the United Kingdom. The County is a trust established under rules common to all Scout Associations.

Charity Trustees are either elected by the members of WSCSC, nominated by the County Commissioner or appointed by the Regional Commissioner. Trustees are otherwise known as members of the County Executive Committee. Elections and nominations occur at the Annual General Meeting of the charity which must be held within six months of the County financial year end. The County Commissioner usually serves a fixed term appointment of five years. The remaining Trustees do not serve a fixed term appointment but instead are re-elected or re-nominated each year. Individuals may be co-opted as Trustees by the County Executive Committee at any time.

WEST SUSSEX COUNTY SCOUT COUNCIL

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

The Trustees met via "Teams", but also had face to face meetings, and met on 6 occasions from April 2022 to March 2023 to consider and approve matters relating to the administration and financial management of WSCSC. The trustees also participated in online voting polls during the year at the request of the County Chairman. The quorum was exceeded at all meetings and online voting polls. The Annual General Meeting of the District Scout Council, to which all members of WSCSC are invited, was held on 21 September 2022. The Minutes of the AGM were reviewed by the County Executive at the September meeting and are available for inspection by all attendees at the AGM 2023 or by request to the County Secretary.

The County 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 comprehensive insurance policies to ensure that insurable risks are covered.

The trustees' report was approved by the Board of Trustees.

Mr S Mitchison

Trustee

Dated: 29 August 2023

WEST SUSSEX COUNTY SCOUT COUNCIL

STATEMENT OF TRUSTEES' RESPONSIBILITIES

FOR THE YEAR ENDED 31 MARCH 2023

The Trustees are responsible for preparing the Trustees' Report and the accounts in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales requires the Trustees to prepare accounts for each financial year which give a true and fair view of the state of affairs of the Charity and of the incoming resources and application of resources of the Charity for that year.

In preparing these accounts, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the accounts; and
- prepare the accounts on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The Trustees are responsible for keeping sufficient accounting records that disclose with reasonable accuracy at any time the financial position of the Charity and enable them to ensure that the accounts comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

WEST SUSSEX COUNTY SCOUT COUNCIL

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF WEST SUSSEX COUNTY SCOUT COUNCIL

I report to the Trustees on my examination of the financial statements of West Sussex County Scout Council (the Charity) for the year ended 31 March 2023.

Responsibilities and basis of report

As the Trustees of the Charity you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 (the 2011 Act).

I report in respect of my examination of the Charity's financial statements carried out under section 145 of the 2011 Act. In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

Since the Charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales, which is one of the listed bodies.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

- 1 accounting records were not kept in respect of the Charity as required by section 130 of the 2011 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

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 financial statements to be reached.

Alec Burgess ACA

Keymer Haslam & Co
4 - 6 Church Road
Burgess Hill
West Sussex
RH15 9AE

Dated: 1 September 2023

WEST SUSSEX COUNTY SCOUT COUNCIL

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2023

	Notes	Unrestricted funds 2023 £	Unrestricted funds 2022 £
<u>Income and endowments from:</u>			
Donations, legacies and grants	3	9,156	2,674
Charitable activities	4	312,521	41,434
Investments	5	2,172	1,513
Membership subscriptions	6	102,001	100,854
Total income		425,850	146,475
<u>Expenditure on:</u>			
Charitable activities	7	467,315	165,145
Net gains/(losses) on investments	12	(3,723)	9,376
Net movement in funds		(45,188)	(9,294)
Fund balances at 1 April 2022		304,560	313,854
Fund balances at 31 March 2023		259,372	304,560

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities. There are no restricted funds.

WEST SUSSEX COUNTY SCOUT COUNCIL

BALANCE SHEET

AS AT 31 MARCH 2023

	Notes	2023 £	£	2022 £	£
Fixed assets					
Investments	13		173,392		177,115
Current assets					
Stocks		4,252		3,568	
Debtors	14	59,558		2,947	
Cash at bank and in hand		163,381		183,047	
		<u>227,191</u>		<u>189,562</u>	
Creditors: amounts falling due within one year	15	<u>(141,211)</u>		<u>(62,117)</u>	
Net current assets			85,980		127,445
Total assets less current liabilities			<u>259,372</u>		<u>304,560</u>
Income funds					
<u>Unrestricted funds</u>					
Designated funds	16	12,324		6,039	
General unrestricted funds	16	<u>247,048</u>		<u>298,521</u>	
			259,372		304,560
			<u>259,372</u>		<u>304,560</u>

The accounts were approved by the Trustees on 29 August 2023

Mrs R Hammond
Trustee

Mr D Hopper
Trustee

WEST SUSSEX COUNTY SCOUT COUNCIL

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2023

1 Accounting policies

Charity information

West Sussex County Scout Council is a registered with the Charities Commission, as a charitable Trust linked with The Scout Association.

1.1 Accounting convention

The financial statements have been prepared in accordance with the Charity's governing document, the Charities Act 2011 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (as amended for accounting periods commencing from 1 January 2016). The Charity is a Public Benefit Entity as defined by FRS 102.

The financial statements have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a true and fair view. This departure has involved following the Statement of Recommended Practice for charities applying FRS 102 rather than the version of the Statement of Recommended Practice which is referred to in the Regulations but which has since been withdrawn.

The financial statements are prepared in sterling, which is the functional currency of the Charity. Monetary amounts in these financial statements are rounded to the nearest £.

The accounts have been prepared under the historical cost convention, modified to include the revaluation of certain financial instruments at fair value. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the financial statements, the Trustees have a reasonable expectation that the Charity has adequate resources to continue in operational existence for the foreseeable future. Thus the Trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the Trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors as to how they may be used. There are no restricted funds.

1.4 Incoming resources

Income is recognised when the Charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

When donors impose conditions which have to be fulfilled before the charity becomes entitled to use such income, the income is deferred and not included in incoming resources until the preconditions for use have been met

All incoming resources are included in the SOFA in full when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

As the Council acts as an agent for Headquarters in the collection of members' subscriptions, these monies are not the property of the Council. They are shown for information purposes only.

WEST SUSSEX COUNTY SCOUT COUNCIL

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2023

1 Accounting policies (Continued)

1.5 Resources expended

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of the resources.

Management and administration costs are those incurred in connection with administration of the charity and compliance with constitutional and statutory requirements.

1.6 Stocks

Stocks are stated at the lower of cost and net realisable value.

1.7 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

1.8 Financial instruments

The Charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the Charity's balance sheet when the Charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

Derecognition of financial liabilities

Financial liabilities are derecognised when the Charity's contractual obligations expire or are discharged or cancelled.

1.9 Retirement benefits

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

WEST SUSSEX COUNTY SCOUT COUNCIL

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2023

1 Accounting policies (Continued)

1.10 Fund accounting

General funds are unrestricted funds, which are available for use at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the trustees for particular purposes, or funds, which have been raised for a particular purpose. The aim and use of each designated fund is set out in the notes to the financial statements.

Investment income and gains are allocated to the appropriate fund.

2 Critical accounting estimates and judgements

In the application of the Charity's accounting policies, the Trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

3 Donations, legacies and grants

	Unrestricted funds	Unrestricted funds
	2023	2022
	£	£
IPEH Funding received	5,000	-
Coronavirus Job retention scheme grant received	-	2,674
Clive Packham Memorial funds introduced	4,156	-
	<u>9,156</u>	<u>2,674</u>

4 Charitable activities

	2023	2022
	£	£
County Events and Activities (net of refunds given)	312,753	41,655
Sales of badges	(232)	(221)
	<u>312,521</u>	<u>41,434</u>

WEST SUSSEX COUNTY SCOUT COUNCIL

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2023

5 Investments

	Unrestricted funds	Unrestricted funds
	2023	2022
	£	£
Income from listed investments	1,340	1,402
Interest receivable	832	111
	<u>2,172</u>	<u>1,513</u>

6 Other income

	2023	2022
	£	£
Membership subscriptions	395,251	380,142
Remitted to headquarters	(293,250)	(279,288)
	<u>102,001</u>	<u>100,854</u>

7 Charitable activities

	Charitable expenditure	Charitable expenditure
	2023	2022
	£	£
Staff costs	7,903	8,812
County team expenses	6,703	4,485
Insurance	375	6,060
Award presentations	2,353	-
Leader training expenses	4,811	1,932
Activity expenses (net of refunds received)	312,790	46,873
County office expenses	5,079	5,419
Sundry expenses	3,300	2,119
Purchase of equipment	3,639	1,698
	<u>346,953</u>	<u>77,398</u>
Grant funding of activities (see note 8)	100,280	67,210
Share of governance costs (see note 9)	20,082	20,537
	<u>467,315</u>	<u>165,145</u>

WEST SUSSEX COUNTY SCOUT COUNCIL

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2023

8 Grants payable

	2023 £	2022 £
International grants	28,350	-
Grants re leader recruitment (via Scout Headquarters)	41,580	41,787
Grants to scout groups	27,479	23,785
Grants - IPEH fund	2,871	1,638
	<u>100,280</u>	<u>67,210</u>

9 Support costs

	Support costs £	Governance costs £	2023 £	2022 £	Basis of allocation
Staff costs	-	7,903	7,903	8,812	Governance
Legal and professional	-	1,032	1,032	1,032	Governance
County Team expenses	-	2,235	2,235	1,495	Governance
AGM & meeting exp's	-	3,834	3,834	3,779	Governance
County office expenses	-	5,078	5,078	5,419	Governance
	<u>-</u>	<u>20,082</u>	<u>20,082</u>	<u>20,537</u>	
Analysed between					
Charitable activities	-	20,082	20,082	20,537	
	<u>-</u>	<u>20,082</u>	<u>20,082</u>	<u>20,537</u>	

10 Trustees

No trustee received any remuneration in respect of their office as a trustee. Trustees received reasonable reimbursement for expenses incurred in connection with their roles, and several trustees hold other appointments within the County for which they receive reimbursement of expenses incurred in that office.

WEST SUSSEX COUNTY SCOUT COUNCIL

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2023

11 Employees

Number of employees

The average monthly number employees during the year was:

	2023 Number	2022 Number
County office staff	2	2

Employment costs

	2023 £	2022 £
Wages and salaries	15,660	17,470
Other pension costs	146	154
	15,806	17,624

There were no employees whose annual remuneration was £60,000 or more.

12 Net gains/(losses) on investments

	2023 £	2022 £
Revaluation of investments	(3,723)	9,376

13 Fixed asset investments

	Listed investments £
Cost or valuation	
At 1 April 2022	177,115
Valuation changes	(3,723)
At 31 March 2023	173,392
Carrying amount	
At 31 March 2023	173,392
At 31 March 2022	177,115

WEST SUSSEX COUNTY SCOUT COUNCIL

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2023

14 Debtors

	2023 £	2022 £
Amounts falling due within one year:		
Other debtors	59,558	2,553
Prepayments and accrued income	-	394
	<u>59,558</u>	<u>2,947</u>

15 Creditors: amounts falling due within one year

	2023 £	2022 £
Other creditors	<u>141,211</u>	<u>62,117</u>

16 Designated funds

The income funds of the charity include the following designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes:

	Balance at 1 April 2021 £	Resources expended £	Balance at 1 April 2022 £	Movement in funds		
				Incoming resources £	Resources expended £	Balance at 31 March 2023 £
Hardship Fund	5,517	-	5,517	-	-	5,517
IPEH Fund	2,160	(1,638)	522	5,000	(2,871)	2,651
Clive Packham Memorial Fund	-	-	-	4,156	-	4,156
	<u>7,677</u>	<u>(1,638)</u>	<u>6,039</u>	<u>9,156</u>	<u>(2,871)</u>	<u>12,324</u>

The Hardship Fund is designated to support people in financial difficulty.

The IPEH Fund is part of the Integrated Prevention and Earliest Help fund, and superceded the Think Family programme.

The Clive Packham Memorial Fund is now part of West Sussex County Scout Council funds, with the funds within it to be donated to causes in line with the original objectives of the fund on its inception.

WEST SUSSEX COUNTY SCOUT COUNCIL

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2023

17 Analysis of net assets between funds

	Unrestricted funds 2023 £	Unrestricted funds 2022 £
Fund balances at 31 March 2023 are represented by:		
Investments	173,392	177,115
Current assets/(liabilities)	85,980	127,445
	<u>259,372</u>	<u>304,560</u>

Designated Funds are all held in current assets/(liabilities).

18 Related party transactions

There were no disclosable related party transactions during the year (2022 - none).

19 Analysis of changes in net funds

The Charity had no debt during the year.

Accounts



**WEST SUSSEX
COUNTY SCOUTS**

Scouts
West Sussex

**ANNUAL REVIEW
2021 - 2022**

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Editor: Steven Mitchison, County Secretary

COUNTY PRESIDENT

It is difficult to express just how great a contribution West Sussex Scouts makes to the lives of our young people. My first real glimmers of understanding began in 2006 when serving as High Sheriff. I gladly accepted the invitation to become a Vice President. Since then, I have had the pleasure of chairing the West Sussex Scout Council and in September 2017, I was honoured to be asked to serve as its President. I have learned a very great deal and never fail to be amazed by the impact that Scouting has on so many lives.

My thanks and admiration go to all who have been involved in Scouting in West Sussex during my time of association – to Squirrels, Beavers, Cubs, Scouts, Explorers, and Network. The achievements of so many young people speak for themselves and would not be possible without the skills and dedication of volunteers and adult leaders who give so freely of their time and talents.

I hope that I have helped to spread the message of Scouting to an ever wider audience and am confident that Scouting in West Sussex will continue to develop and adapt its offer to the young people of the County.

Colin Field, County President

OUR STRATEGIC OBJECTIVES

Due to the impact of the Covid pandemic The Scout Association has extended its Skills for Life strategy to 2025 with these same objectives remaining in place:

GROWTH

We believe Scouting changes lives so we want to give every young person in the UK the opportunity to join.

INCLUSIVITY

Everyone, regardless of their background, should be able to participate in Scouting.

YOUTH SHAPED

Every young person should be shaping their experience and developing their leadership potential.

COMMUNITY IMPACT

Through community impact projects, Scouting makes a difference not just to the individual but to whole communities.

SKILLS FOR LIFE STRATEGY

The programmes of work that will help us to achieve our strategy have been revised and now include two new objectives of 'Digital' and 'Early Years':

PROGRAMME

A fun, enjoyable, high quality programme consistently delivered and supported by simple (digital) tools

PEOPLE

More, well trained, better supported and motivated adult volunteers, and more young people from diverse backgrounds.

PERCEPTION

Scouting is understood, more visible, trusted, respected and widely seen as playing a key role in society today.

DIGITAL

Embedding our digital principles and transforming the Scouting experience with better digital tools

EARLY YEARS

Provide more young people with Skills for Life through a new section for four and five year olds

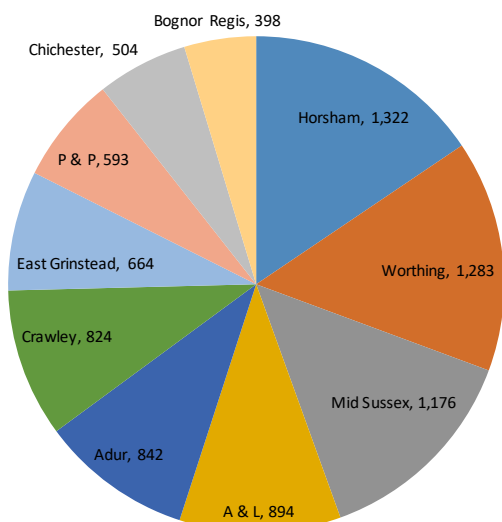
COUNTY CHAIRMAN

The past year has seen a return to near normal working patterns in the County. We have held some of our Executive meetings face to face and have also found that continuing to meet online is both timesaving and cost effective.

We are delighted that our membership numbers continue to grow towards the pre-pandemic levels, aided by the advent of our newest section for kindergarten aged children – Squirrels. To assist Districts, and in line with The Scout Association, the County has again reduced our membership levy and continues to fund the Online Scout Manager system for all units. We are indebted to our Treasurer David Hopper for all the voluntary work he does for the County.



Youth Numbers 2022



The Covid Furlough support system helped us during the early part of the year. We provided our two staff with laptops, printers and mobile phones enabling them to work at home or office. Carol Holly, County Administrator for fifteen years, retired to Wales and left us in March. We are grateful to Carol for her years of service to West Sussex Scouts and to Tracy Pengelly who has taken on many of Carol's commitments. Sue Barden has recently joined Tracy as our new second administrator and brings a wealth of Scouting knowledge and experience with her.

The County continues to provide grants and funds to help leaders and young people. Start-Up Grants, County Hardship Grants, Early Help Grants, International Grants, Adventurous Training Grants and County Loans can all be provided – subject to meeting the necessary criteria. Ensuring volunteers comply with mandatory training requirements continues to be a priority.

Our contract with West Sussex County Council providing a grant towards supporting referred families through the Scouting programme, has been renewed. This 'Early Help' scheme is administered by West Sussex Scouts at no cost to the County Council and is managed by County Secretary Steve Mitchison, another volunteer working tirelessly to support Scouting. Steve also assists in supporting the trustees on the District Executives.

Eddie Hills joined the County Executive at the AGM last year, as did Miles Price, Deputy County Youth Commissioner for Governance who is promoting and supporting younger members on District executives. Our Youth Commissioners, encouraged by the County Youth Commissioner, Connor Holmes, have made enormous efforts to promote "Youth Shaped Scouting" throughout the County.

After five years as County Chairman followed by five years as our President, Colin Field is now retiring. His knowledge, expertise and calm leadership will be missed. We thank him most sincerely for giving so much of his time to West Sussex Scouts.

As always, I am most appreciative of the help, guidance and advice of all our Executive members. I would like to pay tribute to all our Leaders, Trustees, the County Management Team and volunteers, who give their time and talents so generously. In particular, our County Commissioner Robert Sawyer, whose dedication, leadership and practical help motivates and supports our Leaders as they continue to give all Scouts skills for life in a safe and caring environment.

Rachel Hammond, County Chairman



COUNTY TREASURER

The graphs on this page show County income, expenditure and assets. The figures are taken from the County Annual Report but have been slightly modified in order to simplify the illustrations.

County income has been increased, from that shown in the Annual Report, by incorporating the investment returns. In expenditure, the duplicated cost centres for County Administrators and Office have both been merged into new single entities. These modified income and expenditure figures still realise the same net deficit of £9,294 that is shown in the Annual Report. Readers are referred to the Annual report for comprehensive financial detail and explanation.

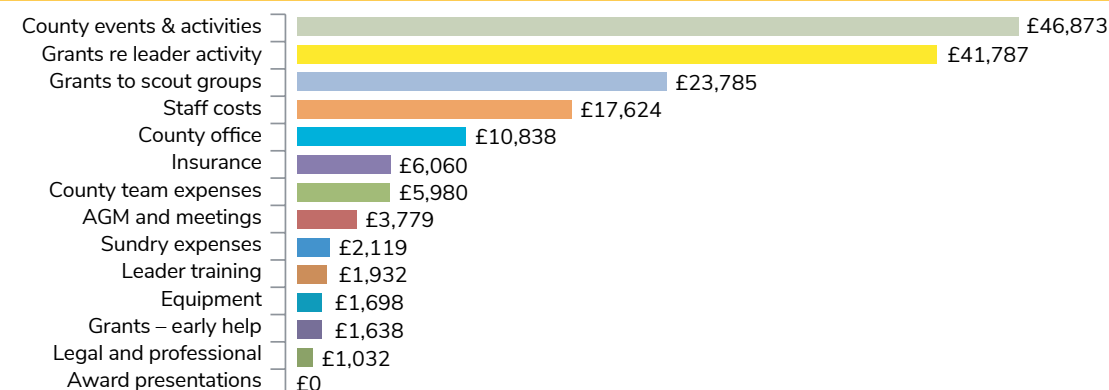
David Hopper, County Treasurer

Income	
Donations and legacies	£2,674
Investments	£10,889
County activities	£41,434
Membership subscriptions	£100,854
Total Income	£155,851
Expenditure	
Award presentations	£0
Legal and professional	£1,032
Grants - early help	£1,638
Equipment	£1,698
Leader training	£1,932
Sundry expenses	£2,119
AGM and meetings	£3,779
County team expenses	£5,980
Insurance	£6,060
County Office	£10,838
Staff costs	£17,624
Grants to scout groups	£23,785
Grants re leader recruitment	£41,787
County events & activities	£46,873
Total expenses	£165,145
Deficit / surplus	-£9,294

Where our money comes from



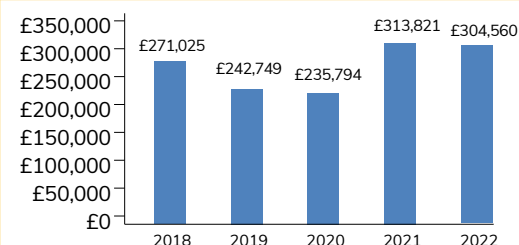
How we spend our money



Assets

Year	Assets
2018	£271,025
2019	£242,749
2020	£235,794
2021	£313,821
2022	£304,560

Assets



COUNTY COMMISSIONER

It has been another challenging year for us all due to the impact of the Covid regulations, but as we came out of the pandemic it has been great to see Scouting in West Sussex continue to grow. It has been impressive to see the adult members continue to run great programmes across the County for benefit of the Young Members. Over the last year sections have still been able to continue scouting and Youth Members achieve badges and awards. At County level, we have been able to present Young Members across the County with their top awards from Chief Scouts Gold Award to the Queen Scouts Award.

The County has seen several new sections start up including twelve new Squirrel sections which are for Young Members aged 4 to 6 years. We have eight leaders preparing to take 72 Young Members to South Korea in 2023 to attend the 25th World Scout Jamboree.

This year's census shows an increase in our membership numbers across all ages including adult members. This is another great sign that Scouting continues to support the Young People in West Sussex.

As we look to the next year of Scouting and the changes that we continue to bring into Scouting, I remain very proud of the Adults in West Sussex Scouts. They give support and the focus to our young people who are able to experience fun and high quality programmes which in turn gives them valuable Skills for Life.

Finally, I would like to say huge thank you to all our adult volunteers in West Sussex who give up so much of their time so that the young members have the opportunity to take part in great Scouting activities. What you do is great for them and for the community of West Sussex as a whole.

Robert Sawyer

County Commissioner



Our Values

We act with care, respect, integrity, cooperation, exploring our own and others' beliefs..

Our Vision

By 2025 we will have prepared more young people with Skills for Life, supported by amazing leaders delivering an inspiring programme. We will be growing, more inclusive, shaped by young people and making a bigger impact in our communities.

Our Mission

Scouting actively engages and supports young people in their personal development, empowering them to make a positive contribution to society.

COUNTY YOUTH COMMISSIONER

As the restrictions of Covid finally eased off, this year has seen young people getting back into Scouting face-to-face and it has been brilliant to witness! With the launch of the new YouShape Award this year, programmes have been re-invigorated to enable our young people to continue actively shaping their own Scouting experience – and now they get a badge for it! I've greatly enjoyed hearing of some fantastic success stories from around the County of the YouShape Award being embraced by sections and long may it continue.

I'm very grateful for the support I've received from my Deputies this year; Harry, Phoebe, and Miles. Between them, they've helped recognise and appreciate the amazing work of our Young Leaders in the County over lockdown and organise our first Youth Commissioner social event since before the pandemic.

Sadly, I will be coming to the end of my three-year term at the end of this year. It's been my honour and privilege to hold the position of County Youth Commissioner and, while it certainly wasn't anything like I'd expected, I've had an amazing time and I wouldn't have missed this opportunity for the world. The young people I've met and stories I've heard of Youth Shaped Scouting across the County has been inspiring and I'm so proud of how youth-led we are in West Sussex. Applications for my replacement(s) will start in September so please keep an eye out if you're interested in the role. I am very happy to say that I will be continuing to support West Sussex Scouts in another capacity and am excited to see how the County continues to grow, especially in the face of the upcoming changes to Scouting over the next few years.

Until my replacement is in place, however, as ever my team and I are always happy to help with any queries so please don't hesitate to contact us with anything that can help with – just email cyc@westsussexscouts.org.uk.

Connor Holmes

County Youth Commissioner



COUNTY ACTIVITIES

Activities and residential experiences for our young people are back up and running again! Camping in your back garden or front room, climbing that virtual wall and sharing your experience with others on social media or Zoom was great, but there is nothing like being outdoors with others!

My sincere thanks to all our Activity Assessors, District Nights Away Advisors, Active Support Managers, their respective teams and supporters, for all their efforts during the year in supporting a year of transformation. I think a special mention this year needs to go to our Adventurous Activity and Nights Away Permit Holders across the County for their support in ensuring that our Young People can develop their organisational, managerial, practical and team building skills for life going forward.

Thanks to Graham West for taking on the role of Manager of the Activity Permit Scheme (MAPS) as well as being Manager of our Activity SASU teams in this transitional year.

We are still in the phase of “Skills Refresh” as an important area for all permit holders, given our transition out of the Covid restrictions.

A highlight for me in this Scouting year was being at Beacon Hill Camp Site in Horsham last October for the official opening of their Indoor Caving facility and hearing of the District “journey” in achieving the building of this great addition to our Activity offerings.

The archery SASU has run three permit course this year including one at the request of East Sussex for twelve of their Leaders. Members from Archery SASU have been running sessions around the County and competitions in their Districts. Across the county, there are now 85 leaders who hold an archery permit

Supreme Box Kart ran its annual event in September 2021 and the event has grown since the inaugural event back in 2008. It is now quite an international event with teams from Northern Ireland Wales and Scotland attending. It is hoped that in September 2022 each of the four home nations will be represented at the same event. This has never happened in the 106 years of the Cub Scouting.



The Shooting SASU has been involved in all levels of shooting, from supplying teams of Instructors for a District Cub Camp, giving Cubs their first taste of the Sport, and a District Scout Camp, to County Coaching Staff advising a British Shooting Record holder. There are approximately seventy members involved in the County Development Squads, some of whom are also members of the National Scout Squad. The Horsham Squad has recently moved to the Horsham Rifle and Pistol Club to take advantage of their facilities. The County Scout Shooting Competition move to its new time in March and was won by Crawley District. This will allow the new Explorer Scout Shooting Competition to take place at the beginning of October. Adult Training has also been busy with 33 Leaders from 16 Units gaining the NSRAs YPST – Rifle Diploma so far this year; there will be another course in late September. Four Leaders gained the NSRA Club Instructor qualification, and two gained the NSRA Club Coach qualification, two of the former, and both of the later, having been members of the Counties’ Development Squad.

Paul Arkle, Assistant County Commissioner (Activities)

Our 12 County Scout Active Support Units (SASUs):

- Archery
- Caving
- Climbing
- Downsman
- Hill Walking
- Media and Communications
- Radio
- Sea School
- SEAT
- Shooting
- Supreme Box Carts
- Sustainability



PROGRAMME REPORT

As the pandemic continued our groups and units were allowed to restart face to face scouting in a Covid safe environment with social distancing and keeping our young people while providing the scouting activities that they love. The Leaders of all groups adapted activities and programme ideas to enable our young people to complete their challenges and top awards while keeping to the guidelines laid out by The Scout Association.

With the easing of the restrictions groups started to return to “normality” and so getting back to pre-pandemic scouting, getting back into the outdoors and giving our young people the adventure and outdoor skills that scouting is all about. With the gap of two years for some groups there has been a skill deficit in both young people and adult volunteers which has been a challenge at times, but everyone has joined together to reintroduce and refresh the skills needed to give a quality programme to our young people.

Groups started to go on adventures on the water experiencing paddle boarding, canoeing, kayaking and even sailing. They also went out into the community and took part in fundraising events and projects and more importantly the restart of camping in groups and also across districts at bigger district wide events.

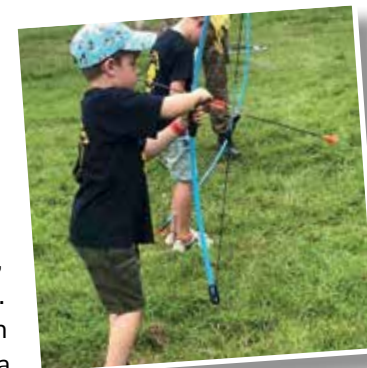
Several international trips have started to be planned for the Summer of 2023 to Switzerland, France, Spain and Bavaria. In the county, we have embarked on the journey of the next World Scout jamboree to Korea in summer 2023 with the selection of the eight adults to take our young people to the jamboree. With the new Jamboree support team headed up by Peter Few, adults from across the county attended two selection weekends to find the unit leaders to take the journey with our young people. Once the selection was complete our leaders started working with the 72 young people in two units to prepare them for the greatest experience of their scouting journey. I would like to thank the Jamboree support team and unit leaders for their time and effort to help our young people attend the World Scout Jamboree. I would also like to thank Gerald Telfer for holding the fort with the visiting abroad process while we looked for a new Assistant County Commissioner for International.

In September 2021 a new section was launched. A new provision for four and five year olds ‘Squirrels’ to help young people gain skills for life at a time when it matters most and where it’s most needed. Pilots have shown that working with younger children opens new opportunities for adult volunteer recruitment, especially parents. New volunteers have also shown an interest in supporting Scouts beyond the pilots and across different roles. There are three different models (Family-led, Partner-led and Scout-led) that’ve been tested through the pilots to understand the best delivery model, however, they all ran the same programme that combines the best of Scouts with what we know about the needs of young children.

With the launch of Squirrels, we have had a few expressions of interest within the county and a few squirrel draws have opened including our first at Cowfold which is going from strength to strength.

I would like to thank all the leaders and volunteers in the groups and districts who continued to scout during this time and adapt to the ever-changing guidelines while providing the young people of West Sussex with the scouting experience they love and enjoy. I would also like to thank the members of the West Sussex Programme Team who have been there to support districts and leaders throughout the County.

Matt Pike, DCC Programme



DUKE OF EDINBURGH'S AWARD SCHEME

The resilience of our young people is to be applauded. The last twelve months have seen many barriers presented by the pandemic overcome and successful completion of 94 D of E Awards. That's 58 Bronze, 29 Silver and 7 Gold. Of note, is our success at Bronze Award level. A three-fold increase when compared against numbers reported in the 2020 review. Being able to plan for, train for and successfully complete the Expedition section has made all the difference. We have even seen Teams travelling down to Dorset and up to the Peak District in order to complete their Expeditions.

Participants completing their Volunteering, Skills and Physical sections at Bronze, Silver and Gold levels remain eligible for the D of E Certificate of Achievement until 31st December 2022. 56 of our young people received a Certificate of Achievement in the current reporting period. That's 32 Bronze, 18 Silver and 8 Gold.

The last two years have seen many setbacks, but Scouts are at their best when working to overcome difficulties. Our young peoples 'can do culture', coupled with inspirational leadership and high uptake of the D of E Award should see improved reporting figures over the next twelve months.

Graham Reeves

Duke of Edinburgh's Award Advisor



DOWNSMAN

The Downsman Hike took place on Saturday 2nd October 2021. It was a bit of a strange year. Fewer teams participated than usual. This was probably in consequence to Groups and ESU's being busy trying to return to normal post COVID. The autumn fuel crisis at the petrol pumps also caused some teams to withdraw their entry at the 11th hour.

Forty teams did start the hike and it was great to see teams enthusiastically hiking along the Downs. Unfortunately, the weather deteriorated and with the forecast worsening, we took the decision at 13:34 to close the hike. Teams were stopped when they reached the next service area where arrangements were made for them to safely depart from the hike.

The decision to close the hike was not taken lightly but, thankfully it was seemingly accepted to be the correct one. Fortunately, we had enough timing data to announce winners and award trophies. Everyone who started the hike also received their hard-earned medal.

The next hike will be on Saturday 1st October 2022. See www.downsman.com for full details. We are hoping for a high number of team entries and better weather!

Chris Searle

Downsman SASU Manager



INTERNATIONAL

International Scouting hasn't been high on people's priority list this last year but bit by bit this has been changing. Plans are now in progress for international trips during the summer of 2022. In summer 2023, more than 40,000 Scouts from around the world will gather in Korea for the 25 World Scout Jamboree. It will take place from 1 to 12 August, in SaeManGeum, Jeollabuk-do. West Sussex Scouts have two units that will be travelling to Korea. In October 2021 the process to find the leadership teams to take the 72 Scouts started.

Unit 73	Unit 74
West Sussex Wasps	West Sussex Warriors
Jacky Finn	Gary Cooke
Harry Lawrence	Sal Dartnell
Kayleigh Davis	John Gillespie
Nigel Wilks	Toby Robinson

Over two selection weekends, the applicants took part in tasks that were designed to take them out of their comfort zones and see how they worked together. After four days the teams were set, and the formation of what was to become the West Sussex Wasps and the West Sussex Warriors was complete. The Units headed up by Jacky Finn and Gary Cooke are now well into their preparations for the trip.

I am also really pleased to say, West Sussex has many volunteers who will be attending the Jamboree as members of the UK's International Service team. Good luck to all with their fundraising ideas and exploits over the coming year.

If you have thoughts of planning and overseas adventure yourself, please visit the 'Going Abroad with Scouting' area of The Scouts website. There, you will find a wealth of information available to start your trip, with the all-important 'Visit Abroad Form' available to download. Don't forget County has funding available for International trips.

You will notice a new person writing the report this year. Gerald Telfer, who held this role for seven years, has moved away to embark on new family and Scouting adventures. I would like to thank him for all he has done to support International Scouting in West Sussex for both adult volunteers and young people alike.

Peter Few, Assistant County Commissioner (International)



DIVERSITY AND INCLUSION

West Sussex Scouts always strives to respond to the challenges and changes around it. As I write this we are hearing several of the Pride events we had planned to attend have been cancelled. However, James Clarke the LGBTQ+ Adviser for West Sussex Scouts has already sprung into action planning a month long Pride event range of online webinars, quizzes, musical bingo and zoom explorer evenings. I look forward to sharing with you next year the outcome of these all. I would therefore like to take this opportunity to thank James for his ongoing commitment and enthusiasm towards West Sussex scouting and remind you all he is there to support with any questions or queries. This year our ambition is to have a LGBTQ+ adviser in every district as we continue to ensure we provide #ScoutingforAll.

The 'Promoting Positive Behaviour and Additional Needs' workshops have continued to be a success seeing high numbers of participants and good feedback. The District Additional Needs Advisors (DANAs) in each district have been promoting themselves well and offering support, guidance and even running Scouting sessions to help promote inclusion to young people. These proactive initiatives are ensuring we are seeing an increase in young people and leaders feeling included.

This year we will be looking to gain faith advisers, LGBTQ+ advisers and mental health champions in every district. This will help us ensure there is support and guidance readily available as we actively ensure we are being diverse and inclusive across the county. Having the advisers in place will allow leaders and their teams to be able to seek readily available support before making decisions and thus avoiding any undue distress to our young people and their families and ensure we truly are making Scouting accessible to all for young persons or leaders alike. We are actively promoting the concept that if in doubt ask advice before saying no! This is especially important in relation to outdoor activities and camps.

I would like to thank all leaders for their engagement in workshops, in promoting inclusion, keeping curious open minds that want to learn more about additional needs and reflecting upon their own sections and practice to provide the best possible Scouting for young people. Thank you all also to the Diversity and Inclusion team for all your hard work and commitment.

Suzanne Few, DCC Diversity and Inclusion

ADULT TRAINING

As Scouting has started to come out of the pandemic, we have been able to resume face to face training, residential night away training but still providing some zoom sessions. The length of service for the leaders attending courses ranges from the very new to 18 months which is encouraging as it shows Scouting can still encourage more adults to join the fun of Scouting.

Compliance training (Safety and Safeguarding) is still a challenge to stay on top of. We are starting to see the number of late renewals coming down, but I would ask for everyone to complete these mandatory training courses when prompted. I'm pleased to report that our team of First Aid Trainers are doing a great job providing opportunities for leaders to stay up to date with this important role. It is also encouraging to see that the number of wood badges is starting rise again with 80 in the six months that I have been in this role.

I am pleased to say we have a hard working team of local training managers and training team members who are doing a good job promoting and leading training across West Sussex.

David Matthews, County Training Manager



GROWTH & DEVELOPMENT

Our main focus this year has been to support sections and Groups recover from the impact of the pandemic. Across the County Groups have been impacted differently, from loss of youth members, loss of volunteers and meeting venue restriction. In some cases sections and Groups have closed as a result, whilst others have needed a bit of extra support to restart face-to-face meetings or recruitment of new members and volunteers.

During the year, we have also been able to restart projects put on hold due to the pandemic. With a new Explorer Unit opening at Shoreham Beach and additional new sections at 2nd Crawley opening on a Saturday for Beavers, Cubs and Scouts to meet the needs of the local Muslim community. Sixteen new Group Scout Leaders were appointed during the year and have received induction support from our Growth and Development Officer.

In March 2022, Becca Hardcastle resigned from her role as Assistant County Commissioner for Growth and Tony Hall stepped down from being a member of the Project Working Group. If you are interested in helping us to grow and reach more young people, please contact Robert Sawyer, County Commissioner.

Mark Guy, Growth and Development Officer

In West Sussex there are:

- 3 Squirrel Dreys
- 135 Beaver Colonies
- 140 Cub Scout Packs
- 131 Scout Troops
- 59 Explorer Units



Year	2018	2019	2020	2021	2022
Squirrel Scouts					12
Beavers Scouts	2,563	2,590	2,467	1,799	2,194
Cubs Scouts	3,125	3,154	3,121	2,597	2,750
Scouts	2,762	2,710	2,672	2,492	2,595
Explorer Scouts	978	994	1,050	870	949
Scout Network	337	333	507	335	359
Total YP	9,765	9,781	9,817	8,093	8,859
Adults	2,702	2,703	3,022	2,857	2,791
Total	12,467	12,484	12,839	10,950	11,650

AWARDS

Giving an award is an important way to thank our volunteer members for their incredible service and to recognise our youth members for their amazing achievements. The following awards were all presented in the 2021/22 year. Congratulations go to all the recipients.

Tony Hall, Awards Advisory Group Chair

Matt Pike, DCC Programme

Graham Reeves, D of E Advisor



ADULT AWARDS

SILVER WOLF

Tim Taylor

BAR TO SILVER ACORN

Dave Grimwood

Gill Hart

SILVER ACORN

Jill Beckingham

David Casey

Mark Haymes

Chris Hobbs

Ian Lynn

Diana Thomson

BAR TO AWARD FOR MERIT

Chris Evans

Daniel Lecuyer

Mike Stevens

AWARD FOR MERIT

Paul Alexander

Hazel Barkworth

Beverly Bell

Angela Brown

Sandra Brown

Adrian Colenutt

Mike Cranfield

Gillian Creek

Debbie Deacon

Jo Dommett

Stib Dommett

Jason Gilpin

Claire Gould

Richard Grover

Rachel Hammond

Simon Haste

Janet Hewson

Andrew Huckle

Katrina McAnaspie

Desmond Knight

Chewy Lincoln

Richard Marshall

Graham Mills

Carl Monk

Helen Pullen

Susan Richards

Andy Sands

Andrew Spencer

Cheryl Stevens

Martin Taylor

Kath Wardle

Kerry Waudby

Barrie Williams

Luke Winstanley

CHIEF SCOUT'S COMMENDATION FOR GOOD SERVICE

Suzanne Barrett

Alison Bentley

Katherine Bilham

Peter Bosman

Stefan Brolin

Carol Carol

Dion Del Smith

Mary Harvey

Zoe Jenkins

Amanda Longdon

Tony Parsons

Jack Penfold

Miles Price

Jack Sharp

Alan Spackman

Karen Trethewey

Tom Weaver



YOUNG PEOPLE'S AWARDS

THE QUEEN'S SCOUT AWARD

Katherine Bilham

Joshua Hanna

Freddie Morris

Ellie Ratcliffe

THE CHIEF SCOUT'S AWARD

Gold 63

Platinum 15

Diamond 7

Young Leader Belt

Buckle 2

THE DUKE OF EDINBURGH'S AWARD

Gold 7

Silver 29

Bronze 58





We prepare young people with skills for life

West Sussex Scouts, County Office, Lodge Hill Centre, London Road, Watersfield, Pulborough, West Sussex RH20 1LZ

T: 01798 831110 E: countyoffice@westsussexscouts.org.uk W: www.westsussexscouts.org.uk

WEST SUSSEX COUNTY SCOUT COUNCIL
ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022

WEST SUSSEX COUNTY SCOUT COUNCIL

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	Mrs R Hammond	
	Mr S Mitchison	
	Mr S Dawson	
	Mr G Cheesmur	
	Mrs F Trimming	
	Mr D Hopper	
	Mr R Sawyer	
	Mr C Holmes	
	Mr B Hardcastle	
	Mr A Swayne	
	Mr M Price	(Appointed 12 May 2021)
	Mr E Hills	(Appointed 22 September 2021)
	Mr A Hall	(Resigned 11 May 2022)
Charity number	1046955	
Principal address	Lodge Hill Centre London Road Watersfield Pulborough West Sussex RH20 1LZ	
Independent examiner	Alec Burgess ACA Keymer Haslam & Co 4 - 6 Church Road Burgess Hill West Sussex RH15 9AE	
Bankers	CAF Bank Limited 25 Kings Hill Avenue West Malling Kent ME19 4JQ	

WEST SUSSEX COUNTY SCOUT COUNCIL

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Independent examiner's report	6
Statement of financial activities	7
Balance sheet	8
Notes to the financial statements	9 - 16

WEST SUSSEX COUNTY SCOUT COUNCIL

TRUSTEES' REPORT

FOR THE YEAR ENDED 31 MARCH 2022

The Trustees present their report and financial statements for the year ended 31 March 2022.

The accounts have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the Charity's governing document, the Charities Act 2011 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015)"

Objectives and activities

We are part of the UK's biggest mixed youth organisation. We change lives by offering 6 to 25 year olds fun and challenging activities, unique experiences, everyday adventure and the chance to help others so that we make a positive impact in communities.

Scouts helps children and young adults reach their full potential. Scouts develop skills including teamwork, time management, leadership, initiative, planning, communication, self-motivation, cultural awareness and commitment. We help young people to get jobs, save lives and even change the world.

Scouts take part in activities as diverse as kayaking, abseiling, expeditions overseas, photography, climbing and zorbing. As a Scout you can learn survival skills, first aid, computer programming, or even how to fly a plane. There's something for every young person. It's a great way to have fun, make friends, get outdoors, express your creativity and experience the wider world.

The Trustees have had due regard to the Charity Commission guidance on public benefit whilst setting the objectives and activities of the charity. Our assessment is that we have met the public benefit criteria in that:

- We are an inclusive organisation abiding by TSA guidelines with regard to:
 - o Religion - Scouting is open to members of all faiths or of no faith.
 - o Equal Opportunities - Scouting does not discriminate on grounds of Ethnic Origin, Gender, Marital or civil partnership status, Sexual orientation, or Disability.
- The trustees take seriously the care, protection and safety of our members by implementing at a local level the following TSA guidelines in regard to:
 - o Safety - Policies and procedures are in place to provide scouting in a safe manner without risk to health, so far as is reasonably practicable
 - o Vetting - Policies and procedures are in place to check all adult volunteers to ensure that only adults appropriate for a role are permitted to undertake responsibilities in Scouting and that regular reviews are undertaken of adult volunteers to ensure their continued suitability
 - o Child Protection - The trustees have in place policies and procedures to safeguard the welfare of all Members by protecting them from neglect and from physical, sexual and emotional harm. As part of the child protection policy the trustees have in place further measures with regard to anti-bullying strategies.

The Trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the Charity should undertake.

Achievements and performance

The trustees produce a separate publication entitled 'West Sussex Annual Review' which contains a detailed summary of scouting activities in West Sussex for the year ended 31st March 2022. Copies are available for all attendees at the AGM and on request from the County Secretary.

WEST SUSSEX COUNTY SCOUT COUNCIL

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

Consideration of Risk

The trustees are mindful of the Council's responsibilities in Risk Management and, in accordance with the requirements of the Statement of Recommended Practice, regularly reviews the major risks and ensures appropriate systems are in place to mitigate those risks.

The Executive has a specialist sub-committee to manage these risks and highly values the local reputation of Scouting. It seeks to enhance this reputation through appropriate Public Relations, care in the recruitment and management of adults and working closely with the County Team to professionally resolve any disputes, which may arise. Other items include Child Protection, Safety in Scouting, Personal Accident and Equipment Insurance together with mitigating Event Cancellation costs.

The year under review was severely impacted by the global Covid-19 pandemic, and in this respect, all face to face scouting had to cease under government guidelines, which were implemented across the county.

Financial review

Full and detailed accounts are shown on pages 7-16 of this report. Income for the year was £146,475 (2021 £153,997); expenditure for the year was £165,145 (2021 £97,775) giving a deficit of £18,670. After the re-valuation of investments the total deficit was £9,294 (2021 Surplus £78,060) which was planned for. As at 31 March 2022 the reserves were £304,560 (2021 £313,854).

The Executive continues to monitor the income streams of the County. Whilst the greater proportion is directly linked to the membership level which is more stable, a proportion is entirely variable and cannot be guaranteed.

The Executive determines the quantum of funds to be invested for the longer term, based on its objectives and financial position. The funds are deposited with the CCLA. The underlying funds are invested in a combination of fixed interest and managed funds.

The unrestricted and designated funds at 31 March 2022 are shown in the balance sheet. The trustees consider the financial state of affairs to be satisfactory.

The Executive is committed to reducing substantially the level of reserves for the longer term. A primary objective is to keep the membership fee as low as possible to help scouting membership in West Sussex to grow. This was implemented in the year ended 31 March 2014 and will continue. The Trustees' policy on reserves is to hold sufficient resources to continue the charitable activities of the County. The Trustees consider that the County should aim to retain a minimum financial reserve sufficient to support the operation of the County Scout Council for a period of twelve months. This includes, in exceptional circumstances, the support of any of the ten Districts who may be experiencing financial difficulties.

To this end the Trustees aim to retain a reserve fund of £150,000 at any given time. The sum will be reviewed annually.

It is the policy of the Charity that unrestricted funds which have not been designated for a specific use should be maintained at a level equivalent to between three and six month's expenditure. The Trustees considers that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the Charity's current activities while consideration is given to ways in which additional funds may be raised. This level of reserves has been maintained throughout the year.

The Trustees has assessed the major risks to which the Charity is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks.

WEST SUSSEX COUNTY SCOUT COUNCIL

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

The trustees are mindful of the Council's responsibilities in Risk Management and endeavour to follow best practice as advised by the Charity Commission and TSA guidelines. Reviews are undertaken with regard to the major risks to ensure appropriate systems are in place to mitigate those risks.

The Executive has a specialist sub-committee to manage the recruitment of adults and, working closely with the County Management Team (CMT), to professionally resolve any disputes which may arise. Responsibility for the risk assessment for scouting events is delegated to the CMT and from there to the scout leaders who run the events. Policies and procedures are in place to ensure leaders are following correct guidelines in this important matter. All international events are monitored and approved by the ACC-International according to guidelines issued by TSA.

The Executive regularly reviews H&S matters and implements changes/gives advice to districts and groups. The Executive has created the position of County H&S advisor to support members in best practice in this critical field.

The TSA provides a basic level of Personal Accident and Medical Insurance for all youth members, adult members and adult associate members who may sustain injury whilst participating in scouting activities. The trustees are aware that the policy only provides limited benefits but, in common with other Counties, considers it too expensive to provide a separate fully comprehensive cover. The Executive purchase a separate insurance policy to provide a basic level of insurance cover to unnamed helpers at County events. The Executive also insure named specialised County equipment and have policies to cover major event cancellation.

Structure, governance and management

The Trustees who served during the year were:

Mrs R Hammond

Mr S Mitchison

Mr S Dawson

Mr G Cheesmur

Mrs F Trimming

Mr D Hopper

Mr R Sawyer

Mr C Holmes

Mr A Hall

(Resigned 11 May 2022)

Mr B Hardcastle

Mr A Swayne

Mr M Price

(Appointed 12 May 2021)

Mr E Hills

(Appointed 22 September 2021)

The County's governing documents are those of The Scout Association (TSA). TSA has a Royal Charter and so West Sussex County Scout Council (WSCSC) is a linked charitable trust registered with the Charity Commission. The Royal Charter gives authority to the Bye Laws of the Association and The Policy, Organisation and Rules of The Scout Association. The Scout Association is the representative body of the World Organisation of Scout Movements in the United Kingdom. The County is a trust established under rules common to all Scout Associations.

Charity Trustees are either elected by the members of WSCSC, nominated by the County Commissioner or appointed by the Regional Commissioner. Trustees are otherwise known as members of the County Executive Committee. Elections and nominations occur at the Annual General Meeting of the charity which must be held within six months of the County financial year end. The County Commissioner usually serves a fixed term appointment of five years. The remaining Trustees do not serve a fixed term appointment but instead are re-elected or re-nominated each year. Individuals may be co-opted as Trustees by the County Executive Committee at any time.

WEST SUSSEX COUNTY SCOUT COUNCIL

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

The Trustees met via "Teams" due to the Covid-19 pandemic, but also had a face to face meeting, and met on 6 occasions from April 2021 to March 2022 to consider and approve matters relating to the administration and financial management of WSCSC. The trustees also participated in two online voting polls during the year at the request of the County Chairman. The quorum was exceeded at all meetings and online voting polls. The Annual General Meeting of the District Scout Council, to which all members of WSCSC are invited, was held on 22 September 2021. The Minutes of the AGM were reviewed by the County Executive at the September meeting and are available for inspection by all attendees at the AGM 2022 or by request to the County Secretary.

The County 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 comprehensive insurance policies to ensure that insurable risks are covered.

The trustees' report was approved by the Board of Trustees.

Mr S Mitchison

Trustee

Dated: 23 August 2022

WEST SUSSEX COUNTY SCOUT COUNCIL

STATEMENT OF TRUSTEES' RESPONSIBILITIES

FOR THE YEAR ENDED 31 MARCH 2022

The Trustees are responsible for preparing the Trustees' Report and the accounts in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales requires the Trustees to prepare accounts for each financial year which give a true and fair view of the state of affairs of the Charity and of the incoming resources and application of resources of the Charity for that year.

In preparing these accounts, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the accounts; and
- prepare the accounts on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The Trustees are responsible for keeping sufficient accounting records that disclose with reasonable accuracy at any time the financial position of the Charity and enable them to ensure that the accounts comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

WEST SUSSEX COUNTY SCOUT COUNCIL

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF WEST SUSSEX COUNTY SCOUT COUNCIL

I report to the Trustees on my examination of the financial statements of West Sussex County Scout Council (the Charity) for the year ended 31 March 2022.

Responsibilities and basis of report

As the Trustees of the Charity you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 (the 2011 Act).

I report in respect of my examination of the Charity's financial statements carried out under section 145 of the 2011 Act. In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

Your attention is drawn to the fact that the charity has prepared financial statements in accordance with Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has now been withdrawn.

I understand that this has been done in order for financial statements to provide a true and fair view in accordance with Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

- 1 accounting records were not kept in respect of the Charity as required by section 130 of the 2011 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

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 financial statements to be reached.

Alec Burgess ACA

Keymer Haslam & Co
4 - 6 Church Road
Burgess Hill
West Sussex
RH15 9AE

Dated: 12 September 2022

WEST SUSSEX COUNTY SCOUT COUNCIL

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 MARCH 2022

	Notes	Unrestricted funds 2022 £	Unrestricted funds 2021 £
<u>Income and endowments from:</u>			
Donations, legacies and grants	3	2,674	8,286
Charitable activities	4	41,434	(396)
Investments	5	1,513	1,802
Membership subscriptions	6	100,854	144,305
Total income		146,475	153,997
<u>Expenditure on:</u>			
Charitable activities	7	165,145	97,775
Net gains/(losses) on investments	12	9,376	21,838
Net movement in funds		(9,294)	78,060
Fund balances at 1 April 2021		313,854	235,794
Fund balances at 31 March 2022		304,560	313,854

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities. There are no restricted funds.

WEST SUSSEX COUNTY SCOUT COUNCIL

BALANCE SHEET

AS AT 31 MARCH 2022

	Notes	2022 £	£	2021 £	£
Fixed assets					
Investments	13		177,115		167,739
Current assets					
Stocks		3,568		1,171	
Debtors	14	2,947		4,967	
Cash at bank and in hand		183,047		268,461	
		189,562		274,599	
Creditors: amounts falling due within one year	15	(62,117)		(128,484)	
Net current assets			127,445		146,115
Total assets less current liabilities			304,560		313,854
Income funds					
<u>Unrestricted funds</u>					
Designated funds	16	6,039		7,677	
General unrestricted funds	16	298,521		306,177	
			304,560		313,854
			304,560		313,854

The accounts were approved by the Trustees on 23 August 2022

Mrs R Hammond
Trustee

Mr D Hopper
Trustee

WEST SUSSEX COUNTY SCOUT COUNCIL

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2022

1 Accounting policies

Charity information

West Sussex County Scout Council is a registered with the Charities Commission, as a charitable Trust linked with The Scout Association.

1.1 Accounting convention

The financial statements have been prepared in accordance with the Charity's governing document, the Charities Act 2011 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (as amended for accounting periods commencing from 1 January 2016). The Charity is a Public Benefit Entity as defined by FRS 102.

The financial statements have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a true and fair view. This departure has involved following the Statement of Recommended Practice for charities applying FRS 102 rather than the version of the Statement of Recommended Practice which is referred to in the Regulations but which has since been withdrawn.

The financial statements are prepared in sterling, which is the functional currency of the Charity. Monetary amounts in these financial statements are rounded to the nearest £.

The accounts have been prepared under the historical cost convention, modified to include the revaluation of certain financial instruments at fair value. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the financial statements, the Trustees have a reasonable expectation that the Charity has adequate resources to continue in operational existence for the foreseeable future. Thus the Trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the Trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors as to how they may be used. There are no restricted funds.

1.4 Incoming resources

Income is recognised when the Charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

When donors impose conditions which have to be fulfilled before the charity becomes entitled to use such income, the income is deferred and not included in incoming resources until the preconditions for use have been met

All incoming resources are included in the SOFA in full when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

As the Council acts as an agent for Headquarters in the collection of members' subscriptions, these monies are not the property of the Council. They are shown for information purposes only.

WEST SUSSEX COUNTY SCOUT COUNCIL

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

1 Accounting policies

(Continued)

1.5 Resources expended

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of the resources.

Management and administration costs are those incurred in connection with administration of the charity and compliance with constitutional and statutory requirements.

1.6 Stocks

Stocks are stated at the lower of cost and net realisable value.

1.7 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

1.8 Financial instruments

The Charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the Charity's balance sheet when the Charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

Derecognition of financial liabilities

Financial liabilities are derecognised when the Charity's contractual obligations expire or are discharged or cancelled.

1.9 Retirement benefits

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

WEST SUSSEX COUNTY SCOUT COUNCIL

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2022

1 Accounting policies

(Continued)

1.10 Fund accounting

General funds are unrestricted funds, which are available for use at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the trustees for particular purposes, or funds, which have been raised for a particular purpose. The aim and use of each designated fund is set out in the notes to the financial statements.

Investment income and gains are allocated to the appropriate fund.

2 Critical accounting estimates and judgements

In the application of the Charity's accounting policies, the Trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

3 Donations, legacies and grants

	Unrestricted funds	Unrestricted funds
	2022	2021
	£	£
Coronavirus Job retention scheme grant received	2,674	8,286

4 Charitable activities

	2022	2021
	£	£
County Events and Activities (net of refunds given)	41,655	(292)
Sales of badges	(221)	(104)
	41,434	(396)

WEST SUSSEX COUNTY SCOUT COUNCIL

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2022

5 Investments

	Unrestricted funds	Unrestricted funds
	2022	2021
	£	£
Income from listed investments	1,402	1,733
Interest receivable	111	69
	<u>1,513</u>	<u>1,802</u>

6 Other income

	2022	2021
	£	£
Membership subscriptions	380,142	409,640
Remitted to headquarters	(279,288)	(265,335)
	<u>100,854</u>	<u>144,305</u>

7 Charitable activities

	Charitable expenditure	Charitable expenditure
	2022	2021
	£	£
Staff costs	8,812	8,709
County team expenses	4,485	2,558
Insurance	6,060	573
Leader training expenses	1,932	172
Activity expenses (net of refunds received)	46,873	17,731
County office expenses	5,419	5,582
Sundry expenses	2,119	2,057
Purchase of equipment	1,698	3,312
	<u>77,398</u>	<u>40,694</u>
Grant funding of activities (see note 8)	67,210	40,342
Share of governance costs (see note 9)	20,537	16,739
	<u>165,145</u>	<u>97,775</u>

WEST SUSSEX COUNTY SCOUT COUNCIL

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2022

8 Grants payable

	2022 £	2021 £
Grants re leader recruitment (via Scout Headquarters)	41,787	20,894
Grants to scout groups	23,785	18,576
Grants - IPEH fund	1,638	872
	<u>67,210</u>	<u>40,342</u>

9 Support costs

	Support costs £	Governance costs £	2022 £	2021 £	Basis of allocation
Staff costs	-	8,812	8,812	8,709	Governance
Legal and professional	-	1,032	1,032	1,032	Governance
County Team expenses	-	1,495	1,495	852	Governance
AGM & meeting exp's	-	3,779	3,779	564	Governance
County office expenses	-	5,419	5,419	5,582	Governance
	<u>-</u>	<u>20,537</u>	<u>20,537</u>	<u>16,739</u>	
Analysed between					
Charitable activities	-	20,537	20,537	16,739	
	<u>-</u>	<u>20,537</u>	<u>20,537</u>	<u>16,739</u>	

10 Trustees

No trustee received any remuneration in respect of their office as a trustee. Trustees received reasonable reimbursement for expenses incurred in connection with their roles, and several trustees hold other appointments within the County for which they receive reimbursement of expenses incurred in that office.

WEST SUSSEX COUNTY SCOUT COUNCIL

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2022

11 Employees

Number of employees

The average monthly number employees during the year was:

	2022 Number	2021 Number
County office staff	2	2

Employment costs

	2022 £	2021 £
Wages and salaries	17,470	17,256
Other pension costs	154	162
	17,624	17,418

There were no employees whose annual remuneration was £60,000 or more.

12 Net gains/(losses) on investments

	2022 £	2021 £
Revaluation of investments	9,376	21,838

13 Fixed asset investments

	Listed investments £
Cost or valuation	
At 1 April 2021	167,739
Valuation changes	9,376
At 31 March 2022	177,115
Carrying amount	
At 31 March 2022	177,115
At 31 March 2021	167,739

WEST SUSSEX COUNTY SCOUT COUNCIL

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2022

14 Debtors

	2022 £	2021 £
Amounts falling due within one year:		
Other debtors	2,553	4,700
Prepayments and accrued income	394	267
	<u>2,947</u>	<u>4,967</u>

15 Creditors: amounts falling due within one year

	2022 £	2021 £
Other creditors	62,117	128,484
	<u>62,117</u>	<u>128,484</u>

16 Funds

The income funds of the charity include the following designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes:

	Balance at 1 April 2021 £	Movement in funds		Balance at 31 March 2022 £
		Incoming resources £	Resources expended £	
Designated Funds:				
Hardship Fund	5,517	-	-	5,517
IPEH Fund	2,160	-	(1,638)	522
	<u>7,677</u>	<u>-</u>	<u>(1,638)</u>	<u>6,039</u>
General Unrestricted Funds	306,177	155,818	(163,507)	298,521
	<u>313,854</u>	<u>155,818</u>	<u>(165,145)</u>	<u>304,560</u>

The Hardship Fund is designated to support people in financial difficulty.

The IPEH Fund is part of the Integrated Prevention and Earliest Help fund, and superceded the Think Family programme.

WEST SUSSEX COUNTY SCOUT COUNCIL

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2022

17 Analysis of net assets between funds

	Unrestricted funds 2022 £	Unrestricted funds 2021 £
Fund balances at 31 March 2022 are represented by:		
Investments	177,115	167,739
Current assets/(liabilities)	127,445	146,115
	<u>304,560</u>	<u>313,854</u>

Designated Funds are all held in current assets/(liabilities).

18 Related party transactions

There were no disclosable related party transactions during the year (2021 - none).

19 Analysis of changes in net funds

The Charity had no debt during the year.

WEST SUSSEX COUNTY SCOUT COUNCIL
ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022

WEST SUSSEX COUNTY SCOUT COUNCIL

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	Mrs R Hammond	
	Mr S Mitchison	
	Mr S Dawson	
	Mr G Cheesmur	
	Mrs F Trimming	
	Mr D Hopper	
	Mr R Sawyer	
	Mr C Holmes	
	Mr B Hardcastle	
	Mr A Swayne	
	Mr M Price	(Appointed 12 May 2021)
	Mr E Hills	(Appointed 22 September 2021)
	Mr A Hall	(Resigned 11 May 2022)
Charity number	1046955	
Principal address	Lodge Hill Centre London Road Watersfield Pulborough West Sussex RH20 1LZ	
Independent examiner	Alec Burgess ACA Keymer Haslam & Co 4 - 6 Church Road Burgess Hill West Sussex RH15 9AE	
Bankers	CAF Bank Limited 25 Kings Hill Avenue West Malling Kent ME19 4JQ	

WEST SUSSEX COUNTY SCOUT COUNCIL

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Balance sheet	8
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WEST SUSSEX COUNTY SCOUT COUNCIL

TRUSTEES' REPORT

FOR THE YEAR ENDED 31 MARCH 2022

The Trustees present their report and financial statements for the year ended 31 March 2022.

The accounts have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the Charity's governing document, the Charities Act 2011 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015)"

Objectives and activities

We are part of the UK's biggest mixed youth organisation. We change lives by offering 6 to 25 year olds fun and challenging activities, unique experiences, everyday adventure and the chance to help others so that we make a positive impact in communities.

Scouts helps children and young adults reach their full potential. Scouts develop skills including teamwork, time management, leadership, initiative, planning, communication, self-motivation, cultural awareness and commitment. We help young people to get jobs, save lives and even change the world.

Scouts take part in activities as diverse as kayaking, abseiling, expeditions overseas, photography, climbing and zorbing. As a Scout you can learn survival skills, first aid, computer programming, or even how to fly a plane. There's something for every young person. It's a great way to have fun, make friends, get outdoors, express your creativity and experience the wider world.

The Trustees have had due regard to the Charity Commission guidance on public benefit whilst setting the objectives and activities of the charity. Our assessment is that we have met the public benefit criteria in that:

- We are an inclusive organisation abiding by TSA guidelines with regard to:
 - o Religion - Scouting is open to members of all faiths or of no faith.
 - o Equal Opportunities - Scouting does not discriminate on grounds of Ethnic Origin, Gender, Marital or civil partnership status, Sexual orientation, or Disability.
- The trustees take seriously the care, protection and safety of our members by implementing at a local level the following TSA guidelines in regard to:
 - o Safety - Policies and procedures are in place to provide scouting in a safe manner without risk to health, so far as is reasonably practicable
 - o Vetting - Policies and procedures are in place to check all adult volunteers to ensure that only adults appropriate for a role are permitted to undertake responsibilities in Scouting and that regular reviews are undertaken of adult volunteers to ensure their continued suitability
 - o Child Protection - The trustees have in place policies and procedures to safeguard the welfare of all Members by protecting them from neglect and from physical, sexual and emotional harm. As part of the child protection policy the trustees have in place further measures with regard to anti-bullying strategies.

The Trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the Charity should undertake.

Achievements and performance

The trustees produce a separate publication entitled 'West Sussex Annual Review' which contains a detailed summary of scouting activities in West Sussex for the year ended 31st March 2022. Copies are available for all attendees at the AGM and on request from the County Secretary.

WEST SUSSEX COUNTY SCOUT COUNCIL

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

Consideration of Risk

The trustees are mindful of the Council's responsibilities in Risk Management and, in accordance with the requirements of the Statement of Recommended Practice, regularly reviews the major risks and ensures appropriate systems are in place to mitigate those risks.

The Executive has a specialist sub-committee to manage these risks and highly values the local reputation of Scouting. It seeks to enhance this reputation through appropriate Public Relations, care in the recruitment and management of adults and working closely with the County Team to professionally resolve any disputes, which may arise. Other items include Child Protection, Safety in Scouting, Personal Accident and Equipment Insurance together with mitigating Event Cancellation costs.

The year under review was severely impacted by the global Covid-19 pandemic, and in this respect, all face to face scouting had to cease under government guidelines, which were implemented across the county.

Financial review

Full and detailed accounts are shown on pages 7-16 of this report. Income for the year was £146,475 (2021 £153,997); expenditure for the year was £165,145 (2021 £97,775) giving a deficit of £18,670. After the re-valuation of investments the total deficit was £9,294 (2021 Surplus £78,060) which was planned for. As at 31 March 2022 the reserves were £304,560 (2021 £313,854).

The Executive continues to monitor the income streams of the County. Whilst the greater proportion is directly linked to the membership level which is more stable, a proportion is entirely variable and cannot be guaranteed.

The Executive determines the quantum of funds to be invested for the longer term, based on its objectives and financial position. The funds are deposited with the CCLA. The underlying funds are invested in a combination of fixed interest and managed funds.

The unrestricted and designated funds at 31 March 2022 are shown in the balance sheet. The trustees consider the financial state of affairs to be satisfactory.

The Executive is committed to reducing substantially the level of reserves for the longer term. A primary objective is to keep the membership fee as low as possible to help scouting membership in West Sussex to grow. This was implemented in the year ended 31 March 2014 and will continue. The Trustees' policy on reserves is to hold sufficient resources to continue the charitable activities of the County. The Trustees consider that the County should aim to retain a minimum financial reserve sufficient to support the operation of the County Scout Council for a period of twelve months. This includes, in exceptional circumstances, the support of any of the ten Districts who may be experiencing financial difficulties.

To this end the Trustees aim to retain a reserve fund of £150,000 at any given time. The sum will be reviewed annually.

It is the policy of the Charity that unrestricted funds which have not been designated for a specific use should be maintained at a level equivalent to between three and six month's expenditure. The Trustees considers that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the Charity's current activities while consideration is given to ways in which additional funds may be raised. This level of reserves has been maintained throughout the year.

The Trustees has assessed the major risks to which the Charity is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks.

WEST SUSSEX COUNTY SCOUT COUNCIL

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

The trustees are mindful of the Council's responsibilities in Risk Management and endeavour to follow best practice as advised by the Charity Commission and TSA guidelines. Reviews are undertaken with regard to the major risks to ensure appropriate systems are in place to mitigate those risks.

The Executive has a specialist sub-committee to manage the recruitment of adults and, working closely with the County Management Team (CMT), to professionally resolve any disputes which may arise. Responsibility for the risk assessment for scouting events is delegated to the CMT and from there to the scout leaders who run the events. Policies and procedures are in place to ensure leaders are following correct guidelines in this important matter. All international events are monitored and approved by the ACC-International according to guidelines issued by TSA.

The Executive regularly reviews H&S matters and implements changes/gives advice to districts and groups. The Executive has created the position of County H&S advisor to support members in best practice in this critical field.

The TSA provides a basic level of Personal Accident and Medical Insurance for all youth members, adult members and adult associate members who may sustain injury whilst participating in scouting activities. The trustees are aware that the policy only provides limited benefits but, in common with other Counties, considers it too expensive to provide a separate fully comprehensive cover. The Executive purchase a separate insurance policy to provide a basic level of insurance cover to unnamed helpers at County events. The Executive also insure named specialised County equipment and have policies to cover major event cancellation.

Structure, governance and management

The Trustees who served during the year were:

Mrs R Hammond

Mr S Mitchison

Mr S Dawson

Mr G Cheesmur

Mrs F Trimming

Mr D Hopper

Mr R Sawyer

Mr C Holmes

Mr A Hall

(Resigned 11 May 2022)

Mr B Hardcastle

Mr A Swayne

Mr M Price

(Appointed 12 May 2021)

Mr E Hills

(Appointed 22 September 2021)

The County's governing documents are those of The Scout Association (TSA). TSA has a Royal Charter and so West Sussex County Scout Council (WSCSC) is a linked charitable trust registered with the Charity Commission. The Royal Charter gives authority to the Bye Laws of the Association and The Policy, Organisation and Rules of The Scout Association. The Scout Association is the representative body of the World Organisation of Scout Movements in the United Kingdom. The County is a trust established under rules common to all Scout Associations.

Charity Trustees are either elected by the members of WSCSC, nominated by the County Commissioner or appointed by the Regional Commissioner. Trustees are otherwise known as members of the County Executive Committee. Elections and nominations occur at the Annual General Meeting of the charity which must be held within six months of the County financial year end. The County Commissioner usually serves a fixed term appointment of five years. The remaining Trustees do not serve a fixed term appointment but instead are re-elected or re-nominated each year. Individuals may be co-opted as Trustees by the County Executive Committee at any time.

WEST SUSSEX COUNTY SCOUT COUNCIL

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

The Trustees met via "Teams" due to the Covid-19 pandemic, but also had a face to face meeting, and met on 6 occasions from April 2021 to March 2022 to consider and approve matters relating to the administration and financial management of WSCSC. The trustees also participated in two online voting polls during the year at the request of the County Chairman. The quorum was exceeded at all meetings and online voting polls. The Annual General Meeting of the District Scout Council, to which all members of WSCSC are invited, was held on 22 September 2021. The Minutes of the AGM were reviewed by the County Executive at the September meeting and are available for inspection by all attendees at the AGM 2022 or by request to the County Secretary.

The County 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 comprehensive insurance policies to ensure that insurable risks are covered.

The trustees' report was approved by the Board of Trustees.

Mr S Mitchison

Trustee

Dated: 23 August 2022

WEST SUSSEX COUNTY SCOUT COUNCIL

STATEMENT OF TRUSTEES' RESPONSIBILITIES

FOR THE YEAR ENDED 31 MARCH 2022

The Trustees are responsible for preparing the Trustees' Report and the accounts in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales requires the Trustees to prepare accounts for each financial year which give a true and fair view of the state of affairs of the Charity and of the incoming resources and application of resources of the Charity for that year.

In preparing these accounts, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the accounts; and
- prepare the accounts on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The Trustees are responsible for keeping sufficient accounting records that disclose with reasonable accuracy at any time the financial position of the Charity and enable them to ensure that the accounts comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

WEST SUSSEX COUNTY SCOUT COUNCIL

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF WEST SUSSEX COUNTY SCOUT COUNCIL

I report to the Trustees on my examination of the financial statements of West Sussex County Scout Council (the Charity) for the year ended 31 March 2022.

Responsibilities and basis of report

As the Trustees of the Charity you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 (the 2011 Act).

I report in respect of my examination of the Charity's financial statements carried out under section 145 of the 2011 Act. In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

Your attention is drawn to the fact that the charity has prepared financial statements in accordance with Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has now been withdrawn.

I understand that this has been done in order for financial statements to provide a true and fair view in accordance with Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

- 1 accounting records were not kept in respect of the Charity as required by section 130 of the 2011 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

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 financial statements to be reached.

Alec Burgess ACA

Keymer Haslam & Co
4 - 6 Church Road
Burgess Hill
West Sussex
RH15 9AE

Dated: 12 September 2022

WEST SUSSEX COUNTY SCOUT COUNCIL

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 MARCH 2022

	Notes	Unrestricted funds 2022 £	Unrestricted funds 2021 £
<u>Income and endowments from:</u>			
Donations, legacies and grants	3	2,674	8,286
Charitable activities	4	41,434	(396)
Investments	5	1,513	1,802
Membership subscriptions	6	100,854	144,305
Total income		146,475	153,997
<u>Expenditure on:</u>			
Charitable activities	7	165,145	97,775
Net gains/(losses) on investments	12	9,376	21,838
Net movement in funds		(9,294)	78,060
Fund balances at 1 April 2021		313,854	235,794
Fund balances at 31 March 2022		304,560	313,854

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities. There are no restricted funds.

WEST SUSSEX COUNTY SCOUT COUNCIL

BALANCE SHEET

AS AT 31 MARCH 2022

	Notes	2022 £	£	2021 £	£
Fixed assets					
Investments	13		177,115		167,739
Current assets					
Stocks		3,568		1,171	
Debtors	14	2,947		4,967	
Cash at bank and in hand		183,047		268,461	
		189,562		274,599	
Creditors: amounts falling due within one year	15	(62,117)		(128,484)	
Net current assets			127,445		146,115
Total assets less current liabilities			304,560		313,854
Income funds					
<u>Unrestricted funds</u>					
Designated funds	16	6,039		7,677	
General unrestricted funds	16	298,521		306,177	
			304,560		313,854
			304,560		313,854

The accounts were approved by the Trustees on 23 August 2022

Mrs R Hammond
Trustee

Mr D Hopper
Trustee

WEST SUSSEX COUNTY SCOUT COUNCIL

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2022

1 Accounting policies

Charity information

West Sussex County Scout Council is a registered with the Charities Commission, as a charitable Trust linked with The Scout Association.

1.1 Accounting convention

The financial statements have been prepared in accordance with the Charity's governing document, the Charities Act 2011 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (as amended for accounting periods commencing from 1 January 2016). The Charity is a Public Benefit Entity as defined by FRS 102.

The financial statements have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a true and fair view. This departure has involved following the Statement of Recommended Practice for charities applying FRS 102 rather than the version of the Statement of Recommended Practice which is referred to in the Regulations but which has since been withdrawn.

The financial statements are prepared in sterling, which is the functional currency of the Charity. Monetary amounts in these financial statements are rounded to the nearest £.

The accounts have been prepared under the historical cost convention, modified to include the revaluation of certain financial instruments at fair value. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the financial statements, the Trustees have a reasonable expectation that the Charity has adequate resources to continue in operational existence for the foreseeable future. Thus the Trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the Trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors as to how they may be used. There are no restricted funds.

1.4 Incoming resources

Income is recognised when the Charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

When donors impose conditions which have to be fulfilled before the charity becomes entitled to use such income, the income is deferred and not included in incoming resources until the preconditions for use have been met

All incoming resources are included in the SOFA in full when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

As the Council acts as an agent for Headquarters in the collection of members' subscriptions, these monies are not the property of the Council. They are shown for information purposes only.

WEST SUSSEX COUNTY SCOUT COUNCIL

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

1 Accounting policies

(Continued)

1.5 Resources expended

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of the resources.

Management and administration costs are those incurred in connection with administration of the charity and compliance with constitutional and statutory requirements.

1.6 Stocks

Stocks are stated at the lower of cost and net realisable value.

1.7 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

1.8 Financial instruments

The Charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the Charity's balance sheet when the Charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

Derecognition of financial liabilities

Financial liabilities are derecognised when the Charity's contractual obligations expire or are discharged or cancelled.

1.9 Retirement benefits

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

WEST SUSSEX COUNTY SCOUT COUNCIL

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

1 Accounting policies

(Continued)

1.10 Fund accounting

General funds are unrestricted funds, which are available for use at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the trustees for particular purposes, or funds, which have been raised for a particular purpose. The aim and use of each designated fund is set out in the notes to the financial statements.

Investment income and gains are allocated to the appropriate fund.

2 Critical accounting estimates and judgements

In the application of the Charity's accounting policies, the Trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

3 Donations, legacies and grants

	Unrestricted funds	Unrestricted funds
	2022	2021
	£	£
Coronavirus Job retention scheme grant received	2,674	8,286

4 Charitable activities

	2022	2021
	£	£
County Events and Activities (net of refunds given)	41,655	(292)
Sales of badges	(221)	(104)
	41,434	(396)

WEST SUSSEX COUNTY SCOUT COUNCIL

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2022

5 Investments

	Unrestricted funds	Unrestricted funds
	2022	2021
	£	£
Income from listed investments	1,402	1,733
Interest receivable	111	69
	<u>1,513</u>	<u>1,802</u>

6 Other income

	2022	2021
	£	£
Membership subscriptions	380,142	409,640
Remitted to headquarters	(279,288)	(265,335)
	<u>100,854</u>	<u>144,305</u>

7 Charitable activities

	Charitable expenditure 2022	Charitable expenditure 2021
	£	£
Staff costs	8,812	8,709
County team expenses	4,485	2,558
Insurance	6,060	573
Leader training expenses	1,932	172
Activity expenses (net of refunds received)	46,873	17,731
County office expenses	5,419	5,582
Sundry expenses	2,119	2,057
Purchase of equipment	1,698	3,312
	<u>77,398</u>	<u>40,694</u>
Grant funding of activities (see note 8)	67,210	40,342
Share of governance costs (see note 9)	20,537	16,739
	<u>165,145</u>	<u>97,775</u>

WEST SUSSEX COUNTY SCOUT COUNCIL

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2022

8 Grants payable

	2022 £	2021 £
Grants re leader recruitment (via Scout Headquarters)	41,787	20,894
Grants to scout groups	23,785	18,576
Grants - IPEH fund	1,638	872
	<u>67,210</u>	<u>40,342</u>

9 Support costs

	Support costs £	Governance costs £	2022 £	2021 £	Basis of allocation
Staff costs	-	8,812	8,812	8,709	Governance
Legal and professional	-	1,032	1,032	1,032	Governance
County Team expenses	-	1,495	1,495	852	Governance
AGM & meeting exp's	-	3,779	3,779	564	Governance
County office expenses	-	5,419	5,419	5,582	Governance
	<u>-</u>	<u>20,537</u>	<u>20,537</u>	<u>16,739</u>	
Analysed between					
Charitable activities	-	20,537	20,537	16,739	
	<u>-</u>	<u>20,537</u>	<u>20,537</u>	<u>16,739</u>	

10 Trustees

No trustee received any remuneration in respect of their office as a trustee. Trustees received reasonable reimbursement for expenses incurred in connection with their roles, and several trustees hold other appointments within the County for which they receive reimbursement of expenses incurred in that office.

WEST SUSSEX COUNTY SCOUT COUNCIL

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2022

11 Employees

Number of employees

The average monthly number employees during the year was:

	2022 Number	2021 Number
County office staff	2	2

Employment costs

	2022 £	2021 £
Wages and salaries	17,470	17,256
Other pension costs	154	162
	17,624	17,418

There were no employees whose annual remuneration was £60,000 or more.

12 Net gains/(losses) on investments

	2022 £	2021 £
Revaluation of investments	9,376	21,838

13 Fixed asset investments

	Listed investments £
Cost or valuation	
At 1 April 2021	167,739
Valuation changes	9,376
At 31 March 2022	177,115
Carrying amount	
At 31 March 2022	177,115
At 31 March 2021	167,739

WEST SUSSEX COUNTY SCOUT COUNCIL

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2022

14 Debtors

	2022 £	2021 £
Amounts falling due within one year:		
Other debtors	2,553	4,700
Prepayments and accrued income	394	267
	<u>2,947</u>	<u>4,967</u>

15 Creditors: amounts falling due within one year

	2022 £	2021 £
Other creditors	62,117	128,484
	<u>62,117</u>	<u>128,484</u>

16 Funds

The income funds of the charity include the following designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes:

	Balance at 1 April 2021 £	Movement in funds		Balance at 31 March 2022 £
		Incoming resources £	Resources expended £	
Designated Funds:				
Hardship Fund	5,517	-	-	5,517
IPEH Fund	2,160	-	(1,638)	522
	<u>7,677</u>	<u>-</u>	<u>(1,638)</u>	<u>6,039</u>
General Unrestricted Funds	306,177	155,818	(163,507)	298,521
	<u>313,854</u>	<u>155,818</u>	<u>(165,145)</u>	<u>304,560</u>

The Hardship Fund is designated to support people in financial difficulty.

The IPEH Fund is part of the Integrated Prevention and Earliest Help fund, and superceded the Think Family programme.

WEST SUSSEX COUNTY SCOUT COUNCIL

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2022

17 Analysis of net assets between funds

	Unrestricted funds 2022 £	Unrestricted funds 2021 £
Fund balances at 31 March 2022 are represented by:		
Investments	177,115	167,739
Current assets/(liabilities)	127,445	146,115
	<u>304,560</u>	<u>313,854</u>

Designated Funds are all held in current assets/(liabilities).

18 Related party transactions

There were no disclosable related party transactions during the year (2021 - none).

19 Analysis of changes in net funds

The Charity had no debt during the year.

Accounts



**WEST SUSSEX
COUNTY SCOUTS**

**ANNUAL REVIEW
2020 - 2021**

OUR STRATEGIC OBJECTIVES

Due to the impact of the Covid pandemic The Scout Association has extended its Skills for Life strategy to 2025 with these same objectives remaining in place:

GROWTH

We believe Scouting changes lives so we want to give every young person in the UK the opportunity to join.

INCLUSIVITY

Everyone, regardless of their background, should be able to participate in Scouting.

YOUTH SHAPED

Every young person should be shaping their experience and developing their leadership potential.

COMMUNITY IMPACT

Through community impact projects, Scouting makes a difference not just to the individual but to whole communities.

SKILLS FOR LIFE STRATEGY

The programmes of work that will help us to achieve our strategy have been revised and now include two new objectives of 'Digital' and 'Early Years':

PROGRAMME

A fun, enjoyable, high quality programme consistently delivered and supported by simple (digital) tools

PEOPLE

More, well trained, better supported and motivated adult volunteers, and more young people from diverse backgrounds.

PERCEPTION

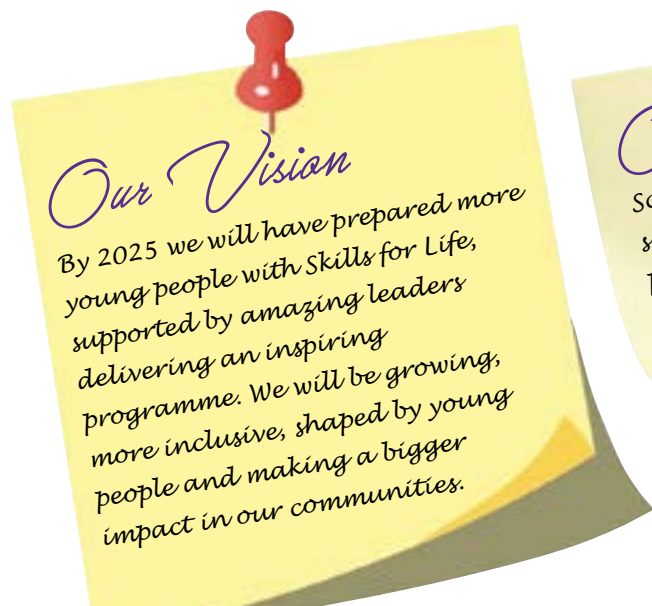
Scouting is understood, more visible, trusted, respected and widely seen as playing a key role in society today.

DIGITAL

Embedding our digital principles and transforming the Scouting experience with better digital tools

EARLY YEARS

Provide more young people with Skills for Life through a new section for four and five year olds



CONTENTS

County Chairman	4	County Activities	11
County Treasurer	5	Duke of Edinburgh	12
County Commissioner	6	Adult Training	13
County Youth Commissioner	7	Growth and Development	14
Programme Reports	10	Awards	15



COUNTY CHAIRMAN

This past year was unprecedented with the Covid pandemic making dramatic changes to all our lives. Many have helped children with home schooling and worked from home and some may have been furloughed or made redundant. My heartfelt thoughts are with those who may have been seriously ill or have lost their loved ones.

During the year to March 2021, the County Executive Committee increased the frequency of its meetings holding eleven scheduled or extraordinary meetings. All these, and the District Senior Officers' meeting, were held online using Microsoft Teams. My thanks go to all colleagues for adapting to this new way of working. Looking forward, we intend to continue to hold some of our meetings online, saving on travel expenses and volunteer time and reducing our carbon footprint.

At the AGM Roger Mourton and Zoe Chartres resigned, and I thank them both for their combined total of 18 years' service and their contributions to the Executive Committee. I am very pleased to report that we recruited three new members to the committee this year; Ben Hardcastle, a Scout Leader and Group Treasurer, Tony Hall, Deputy County Commissioner and Chair of our project working group and Andrew Swayne who also holds the post of County Health and Safety Advisor. The committee is now at full strength, always quorate and reflecting a balance of opinions, ages and experience. I know my colleagues are looking forward to the time when we can resume face to face meetings.

Following Government guidelines, the County Office was closed at the height of the pandemic. Our two administrators, Tracy and Carol, were furloughed but have since returned to part time work. They have been supplied with laptops to work from home or at the office at Lodge Hill. County continues to benefit from central government financial support. The Executive has decided to keep the office at Lodge Hill open for the time being. This will be reviewed when more normal conditions return.

The Awards and Appointment Advisory Committees have both continued to function but have adapted to new ways of working. Covid restrictions meant we were unable to hold our usual youth and adult award celebrations but I hope these events will resume when

government guidelines permit. Health and Safety remains a priority with a continued focus on governance, risk assessments, safety and safeguarding training and compliance.

I would like to thank my Executive Committee, and indeed every single person who contributes to the provision of Scout opportunities for all in West Sussex. Our volunteers have embraced new technologies and worked tirelessly in these challenging times to continue to give young people Skills for Life in a safe and stimulating environment. In particular, I wish to pay tribute to County Commissioner Robert Sawyer, whose dedication, leadership and practical help continues to support and inspire our leaders.

Rachel Hammond
County Chairman



COUNTY TREASURER

The graphs on this page show County income, expenditure and assets. The figures are taken from the County Annual Report but have been modified in order to simplify the illustrations.

County income has been increased, from that shown in the Annual Report, by incorporating

the investment returns and transferring a small negative activity income to expenditure. In expenditure, the duplicated cost centres for County Administrators and Office have both been merged into new single entities. These modified income and expenditure figures still

realise the same net surplus of £78,060 that is shown in the Annual Report. Readers are referred to the Annual report for comprehensive financial detail and explanation.

David Hopper, County Treasurer



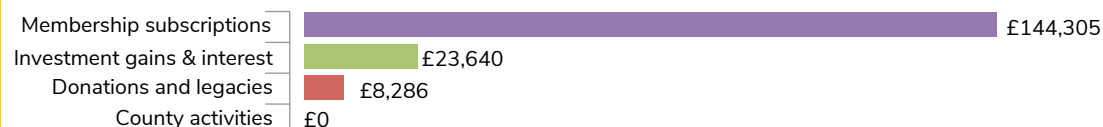
Income

County Activities	£0
Donations and legacies	£8,286
Investment gains & interest	£23,640
Membership subscriptions	£144,305
Total Income	£176,231

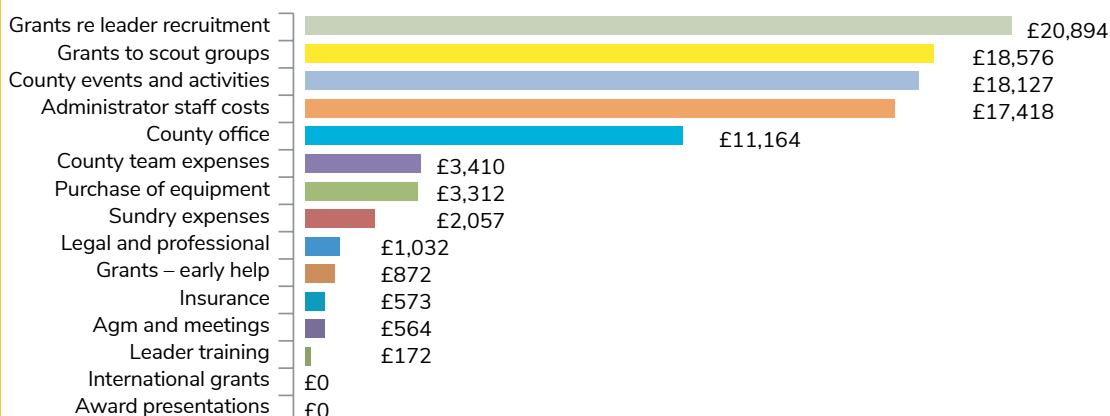
Expenditure

Award Presentations	£0
International grants	£0
Leader training	£172
AGM and meetings	£564
Insurance	£573
Grants – Early Help	£872
Legal and professional	£1,032
Sundry expenses	£2,057
Purchase of Equipment	£3,312
County team expenses	£3,410
County Office	£11,164
Administrator Staff costs	£17,418
County events & activities	£18,127
Grants to scout groups	£18,576
Grants re leader recruitment	£20,894
Total expenses	£98,171
Deficit / surplus	£78,060

Where our money comes from



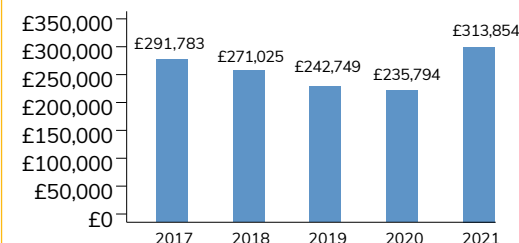
How we spend our money



Assets

Year	Assets
2017	£291,783
2018	£271,025
2019	£242,749
2020	£235,794
2021	£313,854

Assets



COUNTY COMMISSIONER

Undeniably, this last year has been challenging for us all due to the impact of the pandemic, but West Sussex Scouts still had a busy year. I have been impressed to see our adult members step up to new challenges and run online meetings, even managing to hold virtual camping events. Even though we have not been able to meet face to face, sections have still been able to continue scouting and youth members achieve badges and awards. The same great leaders have updated their own training with a hundred Wood Badges awarded.

Sadly, no matter how innovative we were or hard we tried, some regular scout activities were impossible to do. Our Scout Active Support Units have not been able to run their usual activities apart from the Downsman Unit who managed to run a slightly different event. With the government imposing a strict travel ban, all international Scout activities had to be cancelled. This included the Poland Eurojam 2020 event which was initially rescheduled for 2021 but then finally cancelled as the organisers realised they could not host a safe event. On a more positive note, we are looking forward to

2022 when we will run the West Sussex camp, with Scouts and Guides, at the Ardingly Show



Ground. We are also planning to support 72 young members to attend the next Word Scout Jamboree 2023 in South Korea.

The census does show a drop in our membership numbers. This is disappointing but understandable as some groups struggled to host online meetings and online Scouting was not suitable for all. In March 2021, County reduced its membership fee which helped to offset the increase levied by the Scout Association. However, with projected lower membership numbers our income for the next year may be reduced?

We are now preparing for the next year but I remain very proud of my leaders for giving support and a focus to our young people who were still able to experience fun and high quality programmes which in turn gives them valuable Skills for Life.

Finally, I would like to say huge thank you to all our adult volunteers in West Sussex who give up so much of their time so that the young members have the opportunity to take part in great Scouting activities. What you do is great for them and for the community of West Sussex as a whole.

Robert Sawyer
County Commissioner



COUNTY YOUTH COMMISSIONER

I think we can all agree that it has been a strange year for Scouting, not without its challenges and for the Youth Commissioners, it has been no different. While, as a County, we had hoped to be able to run some exciting events for both adults and young people, the ever changing guidance has made it nigh on impossible for us to meet face to face this year.

However, that doesn't mean we've been doing nothing! Over the past year, I and my team have been fortunate enough to have witnessed some of the amazing work being done virtually across the County! From our #ShowYourPride event in June, to Pancake Day events in February and most recently organising the online County St George's Day celebration, Youth Commissioners have been working hard to support our adult volunteers in providing the best Scouting experience for our young people and it's made me proud to call myself a Youth Commissioner.

There have been some changes in the Youth Commissioner team across the County, and I'd like to thank Hannah Cordrey for her work as Deputy County Youth Commissioner, and Joe Hellyer as District

Youth Commissioner in Chichester, for their service in these roles. They have both moved on to their next adventures, taking on different ACC roles in West Sussex! We have also recruited many new District Youth Commissioners and have re-launched our new County Youth Commissioner team with Phoebe taking on the role of Deputy County Youth Commissioner (Leadership), Harry as Deputy County Youth Commissioner (Programme) and our new recruit, Miles becoming our Deputy County Youth Commissioner (Events & Governance).

We are currently looking for District Youth Commissioners in Chichester, East Grinstead and Mid-Sussex so if you, or someone you know, is interested, please get in touch! As ever, my team and I are always happy to help with any queries so please don't hesitate to contact us with anything that we can help with – just email cyc@westsussexscouts.org.uk.

Connor Holmes

County Youth Commissioner







PROGRAMME REPORT

Over the last year, Scouting in West Sussex has had to adapt to the challenges of delivering a quality programme to its youth members while in the throes of a pandemic. Providing a quality programme to our youth members had to adapt with the times from meeting face to face weekly to online Scouting via Zoom. With the Support of the Scout Association with new resources to support online Scouting, our young people continued to complete badge and challenges while Scouting from home. Groups continued to provide activities with badges sheets, badges at home programmes, online camps, challenges and competitions including the 'At Home Challenges' produced by West Sussex Scouts for the Beavers, Cubs and Scout sections.

West Sussex Scouts programme support team helped during this time by providing support to our leaders with a newsletter containing programme plans, activities and ideas for online Scouting. West Sussex also provided online support sessions for leaders where they could share their ideas and activities for online scouting.

As the pandemic continued our groups and units were allowed to restart face to face Scouting in a Covid safe environment with social distancing whilst providing the scouting activities that our young people enjoy. The leaders of all groups adapted activities and programme ideas to enable our young people to complete their challenges and top awards while keeping to the guidelines laid out by the Scout Association.

I would like to thank all the leaders and volunteers in the groups and districts who continued to Scout during this time and adapt to the ever-changing guidelines while providing the young people of West Sussex with the Scouting experience they love and enjoy.

Matt Pike DCC Programme



COUNTY ACTIVITIES

This was a year when activities and residential experiences for our young people were severely curtailed. Instead, it was 'camping in your back garden or front room' 'sharing the experience with others on Zoom', 'climbing that virtual wall' or sharing on social media.

My sincere thanks to all our Activity Assessors, District Nights Away Advisors, Assistant District Commissioners (Activities), our Active Support Managers and their teams for all their efforts during the year in supporting a very different life changing adventure as part of the 'Skills for Life' development of our young people.

My special thanks go to Farid Bahooshy who stood down as our Manager of the Activities Permit Scheme and as the overall Manager

of our Activity Active Support Units, with a huge welcome to Graham West for taking over both roles. Also, sincere thanks to Tony Felgate, who has steered the Shooting SASU team for many years, but decided to stand down from his role, but again much appreciation to Steve Stocker, who has filled Tony shoes.

Skills refresh will become important for all permit holders, as we emerge from lockdown during this coming Scouting year. I look forward to 2021/2022 with much hope, following this past Covid hit year and my own personal losses incurred in early 2021.

Paul Arkle

Assistant County Commissioner (Activities)



Our 12 County Scout Active Support Units (SASUs):

- Archery
- Caving
- Climbing
- Downsman
- Hill Walking
- Media and Communications
- Radio
- Sea School
- SEAT
- Shooting
- Supreme Box Carts
- Sustainability



DUKE OF EDINBURGH'S AWARD

The last 12 months have presented many challenges to those young people looking to complete their D of E journey with West Sussex Scouts. Many have simply not been able to complete their Expedition Section but some have using temporary Expedition flexibilities adopted by D of E such as returning home at night to sleep. Many had to modify their program of activities to enable their Volunteering, Skills and Physical sections to be completed. I can report the achievement of 55 D of E Awards in the last year. That's 18 Bronze, 30 Silver and 8 Gold.

In recognition of the challenges faced by young people D of E have introduced the Certificate of Achievement. The Certificate is available to all participants completing their Volunteering, Skills and Physical

sections at bronze, silver and gold level, but who haven't been able to do their expedition and/or residential due to the pandemic. 42 of our young people have received Certificates of Achievement. That's 14 Bronze, 25 Silver and 3 Gold. Individuals going on to complete their expedition and/or residential at a later date will of course receive their D of E Award.

Please join me in recognising the fantastic achievements of our young people and do spare a thought for our D of E Unit Leaders who helped to make them happen.

Graham Reeves
Duke of Edinburgh's
Award Advisor



ADULT TRAINING

While the pandemic had a major impact on the delivery of face to face training, the positive side has been ability to move to delivering training online. This transition, whilst enforced, has opened a whole new channel of delivery that as well as the obvious financial saving and environmental benefits, for many, makes training more accessible. We look forward to continuing to provide online sessions during current restrictions, and beyond that developing a mixture of online and face to face training.

With the planned target for achieving training compliance planned for September 2021 we have seen a marked improvement in some areas of uptake. However, completion of adult leader (Wood Badge) training has suffered during lockdown with 100 awarded (down from 150 in 2019-20 period).

Tim Taylor

County Training Manager



	Safeguarding	Safety	Module 1
2020-21	784	828	1016
2019-20	509	586	594
Change	54.03%	41.30%	71.04%



GROWTH & DEVELOPMENT

Over the past year, Scouting has faced many new challenges that we never expected. Although things were a lot quieter than usual due to having to furlough our Growth and Development Officer, Mark Guy, for five months, there were still 12 new GSL inductions completed. We also opened a new section, the Minerva Lancing College ESU.

We have formed a Project Working Group in West Sussex which coordinates the projects and support that is offered by Mark Guy. This aims to cover volunteer and youth member recruitment, helping secure the sustainability of existing Scouting provisions and supporting communities to open new Scouting provisions.

Over the next year, we will continue to work with DC's on growth and development within their Districts and provide support where it is needed. Thank you to everyone in West Sussex for your continued support during unprecedented times, and for continuing to provide Skills for Life to the young people in West Sussex while figuring out how to run sessions both online and socially distanced.

Becca Hardcastle

Assistant County Commissioner – Growth

Year	2017	2018	2019	2020	2021
Beavers Scouts	2,589	2,563	2,590	2,467	1,799
Cubs Scouts	3,166	3,125	3,154	3,121	2,597
Scouts	2,607	2,762	2,710	2,672	2,492
Explorer Scouts	964	978	994	1,050	870
Scout Network	179	337	333	507	335
Total YP	9,505	9,765	9,781	9,817	8,093
Adults	3,190	2,702	2,703	3,022	2,857
Total	12,695	12,467	12,484	12,839	10,950

In West Sussex there are:

- 137 Beaver Colonies
- 140 Cub Scout Packs
- 130 Scout Troops
- 57 Explorer Units



AWARDS

Giving an award is an important way to thank our volunteer members for their incredible service and to recognise our youth members for their amazing achievements. The following awards were all presented in the 2020/21 year. Congratulations go to all the recipients.

Irene Orford

Awards Advisory Group Chair

Matt Pike

DCC Programme

Graham Reeves

D of E Advisor



Bar to Silver Acorn



Silver Acorn



Award for Merit



Chief Scout's
Commendation for
Good Service

ADULT AWARDS

BAR TO SILVER ACORN

Stella Ribbens

SILVER ACORN

Graham Clayton

Martin Dold

David Hatton

Rodney Jackson

Michael Merritt

Josephine Phillips

Robert Phillips

AWARD FOR MERIT

Peter Burt

Nicholas Glover

Graham Tarrant

CHIEF SCOUT'S COMMENDATION FOR GOOD SERVICE

Scott James

Elinor Newson

Nigel Powling

Susan Stempt

Paul Thwaites

YOUNG PEOPLE'S AWARDS

THE QUEEN'S SCOUT AWARD

Molly Berry

Harry Mason

Jack Penfold

Tom Weaver

THE CHIEF SCOUT'S AWARD

Gold 52

Platinum 32

Diamond 23

Young Leader Belt Buckle 2

THE DUKE OF EDINBURGH'S AWARD

Gold 8

Silver 30

Bronze 18



We prepare young people with skills for life

West Sussex Scouts, County Office, Lodge Hill Centre, London Road, Watersfield, Pulborough, West Sussex RH20 1LZ

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WEST SUSSEX COUNTY SCOUT COUNCIL
ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

WEST SUSSEX COUNTY SCOUT COUNCIL

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	Mrs R Hammond	
	Mr S Mitchison	
	Mr S Dawson	
	Mr G Cheesmur	
	Mrs F Trimming	
	Mr D Hopper	
	Mr R Sawyer	
	Mr C Holmes	
	Mr A Hall	(Appointed 31 May 2020)
	Mr B Hardcastle	(Appointed 23 September 2020)
	Mr A Swayne	(Appointed 10 March 2021)
Charity number	1046955	
Principal address	Lodge Hill Centre London Road Watersfield Pulborough West Sussex RH20 1LZ	
Independent examiner	Alec Burgess ACA Keymer Haslam & Co 4 - 6 Church Road Burgess Hill West Sussex RH15 9AE	
Bankers	CAF Bank Limited 25 Kings Hill Avenue West Malling Kent ME19 4JQ	

WEST SUSSEX COUNTY SCOUT COUNCIL

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WEST SUSSEX COUNTY SCOUT COUNCIL

TRUSTEES' REPORT

FOR THE YEAR ENDED 31 MARCH 2021

The Trustees present their report and financial statements for the year ended 31 March 2021.

The accounts have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the Charity's governing document, the Charities Act 2011 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015)"

Objectives and activities

We are part of the UK's biggest mixed youth organisation. We change lives by offering 6 to 25 year olds fun and challenging activities, unique experiences, everyday adventure and the chance to help others so that we make a positive impact in communities.

Scouts helps children and young adults reach their full potential. Scouts develop skills including teamwork, time management, leadership, initiative, planning, communication, self-motivation, cultural awareness and commitment. We help young people to get jobs, save lives and even change the world.

Scouts take part in activities as diverse as kayaking, abseiling, expeditions overseas, photography, climbing and zorbing. As a Scout you can learn survival skills, first aid, computer programming, or even how to fly a plane. There's something for every young person. It's a great way to have fun, make friends, get outdoors, express your creativity and experience the wider world.

The Trustees have had due regard to the Charity Commission guidance on public benefit whilst setting the objectives and activities of the charity. Our assessment is that we have met the public benefit criteria in that:

- We are an inclusive organisation abiding by TSA guidelines with regard to:
 - o Religion - Scouting is open to members of all faiths or of no faith.
 - o Equal Opportunities - Scouting does not discriminate on grounds of Ethnic Origin, Gender, Marital or civil partnership status, Sexual orientation, or Disability.
- The trustees take seriously the care, protection and safety of our members by implementing at a local level the following TSA guidelines in regard to:
 - o Safety - Policies and procedures are in place to provide scouting in a safe manner without risk to health, so far as is reasonably practicable
 - o Vetting - Policies and procedures are in place to check all adult volunteers to ensure that only adults appropriate for a role are permitted to undertake responsibilities in Scouting and that regular reviews are undertaken of adult volunteers to ensure their continued suitability
 - o Child Protection - The trustees have in place policies and procedures to safeguard the welfare of all Members by protecting them from neglect and from physical, sexual and emotional harm. As part of the child protection policy the trustees have in place further measures with regard to anti-bullying strategies.

The Trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the Charity should undertake.

Achievements and performance

The trustees produce a separate publication entitled 'West Sussex Annual Review' which contains a detailed summary of scouting activities in West Sussex for the year ended 31st March 2021. Copies are available for all attendees at the AGM and on request from the County Secretary.

WEST SUSSEX COUNTY SCOUT COUNCIL

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

Consideration of Risk

The trustees are mindful of the Council's responsibilities in Risk Management and, in accordance with the requirements of the Statement of Recommended Practice, regularly reviews the major risks and ensures appropriate systems are in place to mitigate those risks.

The Executive has a specialist sub-committee to manage these risks and highly values the local reputation of Scouting. It seeks to enhance this reputation through appropriate Public Relations, care in the recruitment and management of adults and working closely with the County Team to professionally resolve any disputes, which may arise. Other items include Child Protection, Safety in Scouting, Personal Accident and Equipment Insurance together with mitigating Event Cancellation costs.

The year under review was severely impacted by the global Covid-19 pandemic, and in this respect, all face to face scouting had to cease under government guidelines, which were implemented across the county.

Financial review

Full and detailed accounts are shown on pages 7-16 of this report. Income for the year was £153,997 (2020 £212,241); expenditure for the year was £97,775 (2020 £208,547) giving a surplus of £56,222. After the re-valuation of investments the total surplus was £78,060 (2020 Surplus £5,251) which was planned for. As at 31 March 2021 the reserves were £313,854 (2020 £235,794).

The Executive continues to monitor the income streams of the County. Whilst the greater proportion is directly linked to the membership level which is more stable, a proportion is entirely variable and cannot be guaranteed.

The Executive determines the quantum of funds to be invested for the longer term, based on its objectives and financial position. The funds are deposited with the CCLA. The underlying funds are invested in a combination of fixed interest and managed funds.

The unrestricted and designated funds at 31 March 2021 are shown in the balance sheet. The trustees consider the financial state of affairs to be satisfactory.

The Executive is committed to reducing substantially the level of reserves for the longer term. A primary objective is to provide grants and loans to help scouting membership in West Sussex to grow. This was implemented in the year ended 31 March 2014 and will continue. The Trustees' policy on reserves is to hold sufficient resources to continue the charitable activities of the County. The Trustees consider that the County should aim to retain a minimum financial reserve sufficient to support the operation of the County Scout Council for a period of twelve months. This includes, in exceptional circumstances, the support of any of the ten Districts who may be experiencing financial difficulties.

To this end the Trustees aim to retain a reserve fund of £150,000 at any given time. The sum will be reviewed annually.

It is the policy of the Charity that unrestricted funds which have not been designated for a specific use should be maintained at a level equivalent to between three and six month's expenditure. The Trustees considers that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the Charity's current activities while consideration is given to ways in which additional funds may be raised. This level of reserves has been maintained throughout the year.

The Trustees has assessed the major risks to which the Charity is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks.

WEST SUSSEX COUNTY SCOUT COUNCIL

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

The trustees are mindful of the Council's responsibilities in Risk Management and endeavour to follow best practice as advised by the Charity Commission and TSA guidelines. Reviews are undertaken with regard to the major risks to ensure appropriate systems are in place to mitigate those risks.

The Executive has a specialist sub-committee to manage the recruitment of adults and, working closely with the County Management Team (CMT), to professionally resolve any disputes which may arise. Responsibility for the risk assessment for scouting events is delegated to the CMT and from there to the scout leaders who run the events. Policies and procedures are in place to ensure leaders are following correct guidelines in this important matter. All international events are monitored and approved by the ACC-International according to guidelines issued by TSA.

The Executive regularly reviews H&S matters and implements changes/gives advice to districts and groups. The Executive has created the position of County H&S advisor to support members in best practice in this critical field.

The TSA provides a basic level of Personal Accident and Medical Insurance for all youth members, adult members and adult associate members who may sustain injury whilst participating in scouting activities. The trustees are aware that the policy only provides limited benefits but, in common with other Counties, considers it too expensive to provide a separate fully comprehensive cover. The Executive purchase a separate insurance policy to provide a basic level of insurance cover to unnamed helpers at County events. The Executive also insure named specialised County equipment and have policies to cover major event cancellation.

Structure, governance and management

The Trustees who served during the year were:

Mrs R Hammond	
Miss Z Chartres	(Resigned 23 September 2020)
Mr S Mitchison	
Mr R Mourton	(Resigned 23 September 2020)
Mr S Dawson	
Mr G Cheesmur	
Mrs F Trimming	
Mr D Hopper	
Mr R Sawyer	
Mr C Holmes	
Mr A Hall	(Appointed 31 May 2020)
Mr B Hardcastle	(Appointed 23 September 2020)
Mr A Swayne	(Appointed 10 March 2021)

The County's governing documents are those of The Scout Association (TSA). TSA has a Royal Charter and so West Sussex County Scout Council (WSCSC) is a linked charitable trust registered with the Charity Commission. The Royal Charter gives authority to the Bye Laws of the Association and The Policy, Organisation and Rules of The Scout Association. The Scout Association is the representative body of the World Organisation of Scout Movements in the United Kingdom. The County is a trust established under rules common to all Scout Associations.

Charity Trustees are either elected by the members of WSCSC, nominated by the County Commissioner or appointed by the Regional Commissioner. Trustees are otherwise known as members of the County Executive Committee. Elections and nominations occur at the Annual General Meeting of the charity which must be held within six months of the County financial year end. The County Commissioner usually serves a fixed term appointment of five years. The remaining Trustees do not serve a fixed term appointment but instead are re-elected or re-nominated each year. Individuals may be co-opted as Trustees by the County Executive Committee at any time.

WEST SUSSEX COUNTY SCOUT COUNCIL

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

The Trustees met via "Teams" due to the Covid-19 pandemic on 9 occasions from April 2020 to March 2021 to consider and approve matters relating to the administration and financial management of WSCSC. The trustees also participated in two online voting polls during the year at the request of the County Chairman. The quorum was exceeded at all meetings and online voting polls. The Annual General Meeting of the District Scout Council, to which all members of WSCSC are invited, was held virtually on 23 September 2020. The Minutes of the AGM were reviewed by the County Executive at the September meeting and are available for inspection by all attendees at the AGM 2021 or by request to the County Secretary.

The County 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 comprehensive insurance policies to ensure that insurable risks are covered.

The trustees' report was approved by the Board of Trustees.

.....

Mr S Mitchison

Trustee

Dated:

WEST SUSSEX COUNTY SCOUT COUNCIL

STATEMENT OF TRUSTEES' RESPONSIBILITIES

FOR THE YEAR ENDED 31 MARCH 2021

The Trustees are responsible for preparing the Trustees' Report and the accounts in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales requires the Trustees to prepare accounts for each financial year which give a true and fair view of the state of affairs of the Charity and of the incoming resources and application of resources of the Charity for that year.

In preparing these accounts, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the accounts; and
- prepare the accounts on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The Trustees are responsible for keeping sufficient accounting records that disclose with reasonable accuracy at any time the financial position of the Charity and enable them to ensure that the accounts comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

WEST SUSSEX COUNTY SCOUT COUNCIL

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF WEST SUSSEX COUNTY SCOUT COUNCIL

I report to the Trustees on my examination of the financial statements of West Sussex County Scout Council (the Charity) for the year ended 31 March 2021.

Responsibilities and basis of report

As the Trustees of the Charity you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 (the 2011 Act).

I report in respect of my examination of the Charity's financial statements carried out under section 145 of the 2011 Act. In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

Your attention is drawn to the fact that the charity has prepared financial statements in accordance with Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has now been withdrawn.

I understand that this has been done in order for financial statements to provide a true and fair view in accordance with Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

- 1 accounting records were not kept in respect of the Charity as required by section 130 of the 2011 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

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 financial statements to be reached.

Alec Burgess ACA

Keymer Haslam & Co
4 - 6 Church Road
Burgess Hill
West Sussex
RH15 9AE

Dated:

WEST SUSSEX COUNTY SCOUT COUNCIL

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 MARCH 2021

	Notes	Unrestricted funds 2021 £	Unrestricted funds 2020 £
<u>Income and endowments from:</u>			
Donations, legacies and grants	3	8,286	33
Charitable activities	4	(396)	63,837
Investments	5	1,802	1,927
Membership subscriptions	6	144,305	146,444
Total income		<u>153,997</u>	<u>212,241</u>
<u>Expenditure on:</u>			
Charitable activities	7	<u>97,775</u>	<u>208,547</u>
Net gains/(losses) on investments	12	<u>21,838</u>	<u>1,557</u>
Net movement in funds		78,060	5,251
Fund balances at 1 April 2020		<u>235,794</u>	<u>230,543</u>
Fund balances at 31 March 2021		<u><u>313,854</u></u>	<u><u>235,794</u></u>

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities. There are no restricted funds.

WEST SUSSEX COUNTY SCOUT COUNCIL

BALANCE SHEET

AS AT 31 MARCH 2021

	Notes	2021 £	£	2020 £	£
Fixed assets					
Investments	13		167,739		145,901
Current assets					
Stocks		1,171		1,681	
Debtors	14	4,967		21,081	
Cash at bank and in hand		268,461		175,700	
		<u>274,599</u>		<u>198,462</u>	
Creditors: amounts falling due within one year	15	<u>(128,484)</u>		<u>(108,569)</u>	
Net current assets			146,115		89,893
Total assets less current liabilities			<u>313,854</u>		<u>235,794</u>
Income funds					
<u>Unrestricted funds</u>					
Designated funds	16	7,677		8,549	
General unrestricted funds	16	<u>306,177</u>		<u>227,245</u>	
			313,854		235,794
			<u>313,854</u>		<u>235,794</u>

The accounts were approved by the Trustees on

.....
Mrs R Hammond
Trustee

.....
Mr D Hopper
Trustee

WEST SUSSEX COUNTY SCOUT COUNCIL

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2021

1 Accounting policies

Charity information

West Sussex County Scout Council is a registered with the Charities Commission, as a charitable Trust linked with The Scout Association.

1.1 Accounting convention

The financial statements have been prepared in accordance with the Charity's governing document, the Charities Act 2011 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (as amended for accounting periods commencing from 1 January 2016). The Charity is a Public Benefit Entity as defined by FRS 102.

The financial statements have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a true and fair view. This departure has involved following the Statement of Recommended Practice for charities applying FRS 102 rather than the version of the Statement of Recommended Practice which is referred to in the Regulations but which has since been withdrawn.

The financial statements are prepared in sterling, which is the functional currency of the Charity. Monetary amounts in these financial statements are rounded to the nearest £.

The accounts have been prepared under the historical cost convention, modified to include the revaluation of certain financial instruments at fair value. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the financial statements, the Trustees have a reasonable expectation that the Charity has adequate resources to continue in operational existence for the foreseeable future. Thus the Trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the Trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors as to how they may be used. There are no restricted funds.

1.4 Incoming resources

Income is recognised when the Charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

When donors impose conditions which have to be fulfilled before the charity becomes entitled to use such income, the income is deferred and not included in incoming resources until the preconditions for use have been met

All incoming resources are included in the SOFA in full when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

As the Council acts as an agent for Headquarters in the collection of members' subscriptions, these monies are not the property of the Council. They are shown for information purposes only.

WEST SUSSEX COUNTY SCOUT COUNCIL

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

1 Accounting policies

(Continued)

1.5 Resources expended

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of the resources.

Management and administration costs are those incurred in connection with administration of the charity and compliance with constitutional and statutory requirements.

1.6 Stocks

Stocks are stated at the lower of cost and net realisable value.

1.7 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

1.8 Financial instruments

The Charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the Charity's balance sheet when the Charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

Derecognition of financial liabilities

Financial liabilities are derecognised when the Charity's contractual obligations expire or are discharged or cancelled.

WEST SUSSEX COUNTY SCOUT COUNCIL

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

1 Accounting policies

(Continued)

1.9 Retirement benefits

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

1.10 Fund accounting

General funds are unrestricted funds, which are available for use at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the trustees for particular purposes, or funds, which have been raised for a particular purpose. The aim and use of each designated fund is set out in the notes to the financial statements.

Investment income and gains are allocated to the appropriate fund.

2 Critical accounting estimates and judgements

In the application of the Charity's accounting policies, the Trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

3 Donations, legacies and grants

	Unrestricted funds	Unrestricted funds
	2021 £	2020 £
Donations and gifts	-	33
Coronavirus Job retention scheme grant received	8,286	-
	<u>8,286</u>	<u>33</u>

WEST SUSSEX COUNTY SCOUT COUNCIL

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

4 Charitable activities

	2021 £	2020 £
County Events and Activities (net of refunds given)	(292)	66,617
Sales of badges	(104)	(2,780)
	<u>(396)</u>	<u>63,837</u>

5 Investments

	Unrestricted funds	Unrestricted funds
	2021 £	2020 £
Income from listed investments	1,733	1,758
Interest receivable	69	169
	<u>1,802</u>	<u>1,927</u>

6 Other income

	2021 £	2020 £
Membership subscriptions	409,640	406,264
Remitted to headquarters	(265,335)	(259,820)
	<u>144,305</u>	<u>146,444</u>

WEST SUSSEX COUNTY SCOUT COUNCIL

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

7 Charitable activities

	Charitable expenditure 2021 £	Charitable expenditure 2020 £
Staff costs	8,709	9,414
County team expenses	2,558	8,191
Insurance	573	4,946
Award presentations	-	4,180
Leader training expenses	172	11,855
Activity expenses (net of refunds received)	17,731	82,628
County office expenses	5,582	6,976
Sundry expenses	2,057	2,049
Purchase of equipment	3,312	-
	<u>40,694</u>	<u>130,239</u>
Grant funding of activities (see note 8)	40,342	55,415
Share of governance costs (see note 9)	16,739	22,893
	<u>97,775</u>	<u>208,547</u>

8 Grants payable

	2021 £	2020 £
International grants	-	3,600
Grants re leader recruitment (via Scout Headquarters)	20,894	26,750
Grants to scout groups	18,576	20,690
Grants - Hardship fund	-	100
Grants - Think family fund	872	4,275
	<u>40,342</u>	<u>55,415</u>

These represent small grants given to Scout Groups to assist with development programmes or immediate needs.

WEST SUSSEX COUNTY SCOUT COUNCIL

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

9 Support costs

	Support costs £	Governance costs £	2021 £	2020 £	Basis of allocation
Staff costs	-	8,709	8,709	9,414	Governance
Legal and professional	-	1,032	1,032	1,080	Governance
County Team expenses	-	852	852	2,732	Governance
AGM & meeting exp's	-	564	564	2,691	Governance
County office expenses	-	5,582	5,582	6,976	Governance
	-	16,739	16,739	22,893	
Analysed between Charitable activities	-	16,739	16,739	22,893	

10 Trustees

No trustee received any remuneration in respect of their office as a trustee. Trustees received reasonable re-imbursement for expenses incurred in connection with their roles, and several trustees hold other appointments within the County for which they receive reimbursement of expenses incurred in that office.

11 Employees

Number of employees

The average monthly number employees during the year was:

	2021 Number	2020 Number
County office staff	2	2

Employment costs

	2021 £	2020 £
Wages and salaries	17,256	18,642
Other pension costs	162	186
	17,418	18,828

There were no employees whose annual remuneration was £60,000 or more.

12 Net gains/(losses) on investments

	2021 £	2020 £
Revaluation of investments	21,838	1,557

WEST SUSSEX COUNTY SCOUT COUNCIL

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

13 Fixed asset investments

	Listed investments £
Cost or valuation	
At 1 April 2020	145,901
Valuation changes	21,838
At 31 March 2021	167,739
Carrying amount	
At 31 March 2021	167,739
At 31 March 2020	145,901

14 Debtors

	2021 £	2020 £
Amounts falling due within one year:		
Other debtors	4,700	11,630
Prepayments and accrued income	267	9,451
	4,967	21,081

15 Creditors: amounts falling due within one year

	2021 £	2020 £
Other creditors	128,484	108,569

WEST SUSSEX COUNTY SCOUT COUNCIL

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

16 Funds

The income funds of the charity include the following designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes:

	Balance at 1 April 2020 £	Movement in funds		Balance at 31 March 2021 £
		Incoming resources £	Resources expended £	
Designated Funds:				
Hardship Fund	5,517	-	-	5,517
IPEH (formerly Think Family) Fund	3,032	-	(872)	2,160
	<u>8,549</u>	<u>-</u>	<u>(872)</u>	<u>7,677</u>
General Unrestricted Funds	227,245	175,802	(96,903)	306,177
	<u>235,794</u>	<u>175,802</u>	<u>(97,775)</u>	<u>313,854</u>

The Hardship Fund is designated to support people in financial difficulty.

The IPEH Fund is part of the Integrated Prevention and Earliest Help fund, and superceded the Think Family programme.

17 Analysis of net assets between funds

	Unrestricted funds 2021 £	Unrestricted funds 2020 £
Fund balances at 31 March 2021 are represented by:		
Investments	167,739	145,901
Current assets/(liabilities)	146,115	89,893
	<u>313,854</u>	<u>235,794</u>

Designated Funds are all held in current assets/(liabilities).

18 Related party transactions

There were no disclosable related party transactions during the year (2020 - none).

19 Analysis of changes in net funds

The Charity had no debt during the year.

WEST SUSSEX COUNTY SCOUT COUNCIL
ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

WEST SUSSEX COUNTY SCOUT COUNCIL

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	Mrs R Hammond	
	Mr S Mitchison	
	Mr S Dawson	
	Mr G Cheesmur	
	Mrs F Trimming	
	Mr D Hopper	
	Mr R Sawyer	
	Mr C Holmes	
	Mr A Hall	(Appointed 31 May 2020)
	Mr B Hardcastle	(Appointed 23 September 2020)
	Mr A Swayne	(Appointed 10 March 2021)
Charity number	1046955	
Principal address	Lodge Hill Centre London Road Watersfield Pulborough West Sussex RH20 1LZ	
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WEST SUSSEX COUNTY SCOUT COUNCIL

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WEST SUSSEX COUNTY SCOUT COUNCIL

TRUSTEES' REPORT

FOR THE YEAR ENDED 31 MARCH 2021

The Trustees present their report and financial statements for the year ended 31 March 2021.

The accounts have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the Charity's governing document, the Charities Act 2011 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015)"

Objectives and activities

We are part of the UK's biggest mixed youth organisation. We change lives by offering 6 to 25 year olds fun and challenging activities, unique experiences, everyday adventure and the chance to help others so that we make a positive impact in communities.

Scouts helps children and young adults reach their full potential. Scouts develop skills including teamwork, time management, leadership, initiative, planning, communication, self-motivation, cultural awareness and commitment. We help young people to get jobs, save lives and even change the world.

Scouts take part in activities as diverse as kayaking, abseiling, expeditions overseas, photography, climbing and zorbing. As a Scout you can learn survival skills, first aid, computer programming, or even how to fly a plane. There's something for every young person. It's a great way to have fun, make friends, get outdoors, express your creativity and experience the wider world.

The Trustees have had due regard to the Charity Commission guidance on public benefit whilst setting the objectives and activities of the charity. Our assessment is that we have met the public benefit criteria in that:

- We are an inclusive organisation abiding by TSA guidelines with regard to:
 - o Religion - Scouting is open to members of all faiths or of no faith.
 - o Equal Opportunities - Scouting does not discriminate on grounds of Ethnic Origin, Gender, Marital or civil partnership status, Sexual orientation, or Disability.
- The trustees take seriously the care, protection and safety of our members by implementing at a local level the following TSA guidelines in regard to:
 - o Safety - Policies and procedures are in place to provide scouting in a safe manner without risk to health, so far as is reasonably practicable
 - o Vetting - Policies and procedures are in place to check all adult volunteers to ensure that only adults appropriate for a role are permitted to undertake responsibilities in Scouting and that regular reviews are undertaken of adult volunteers to ensure their continued suitability
 - o Child Protection - The trustees have in place policies and procedures to safeguard the welfare of all Members by protecting them from neglect and from physical, sexual and emotional harm. As part of the child protection policy the trustees have in place further measures with regard to anti-bullying strategies.

The Trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the Charity should undertake.

Achievements and performance

The trustees produce a separate publication entitled 'West Sussex Annual Review' which contains a detailed summary of scouting activities in West Sussex for the year ended 31st March 2021. Copies are available for all attendees at the AGM and on request from the County Secretary.

WEST SUSSEX COUNTY SCOUT COUNCIL

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

Consideration of Risk

The trustees are mindful of the Council's responsibilities in Risk Management and, in accordance with the requirements of the Statement of Recommended Practice, regularly reviews the major risks and ensures appropriate systems are in place to mitigate those risks.

The Executive has a specialist sub-committee to manage these risks and highly values the local reputation of Scouting. It seeks to enhance this reputation through appropriate Public Relations, care in the recruitment and management of adults and working closely with the County Team to professionally resolve any disputes, which may arise. Other items include Child Protection, Safety in Scouting, Personal Accident and Equipment Insurance together with mitigating Event Cancellation costs.

The year under review was severely impacted by the global Covid-19 pandemic, and in this respect, all face to face scouting had to cease under government guidelines, which were implemented across the county.

Financial review

Full and detailed accounts are shown on pages 7-16 of this report. Income for the year was £153,997 (2020 £212,241); expenditure for the year was £97,775 (2020 £208,547) giving a surplus of £56,222. After the re-valuation of investments the total surplus was £78,060 (2020 Surplus £5,251) which was planned for. As at 31 March 2021 the reserves were £313,854 (2020 £235,794).

The Executive continues to monitor the income streams of the County. Whilst the greater proportion is directly linked to the membership level which is more stable, a proportion is entirely variable and cannot be guaranteed.

The Executive determines the quantum of funds to be invested for the longer term, based on its objectives and financial position. The funds are deposited with the CCLA. The underlying funds are invested in a combination of fixed interest and managed funds.

The unrestricted and designated funds at 31 March 2021 are shown in the balance sheet. The trustees consider the financial state of affairs to be satisfactory.

The Executive is committed to reducing substantially the level of reserves for the longer term. A primary objective is to provide grants and loans to help scouting membership in West Sussex to grow. This was implemented in the year ended 31 March 2014 and will continue. The Trustees' policy on reserves is to hold sufficient resources to continue the charitable activities of the County. The Trustees consider that the County should aim to retain a minimum financial reserve sufficient to support the operation of the County Scout Council for a period of twelve months. This includes, in exceptional circumstances, the support of any of the ten Districts who may be experiencing financial difficulties.

To this end the Trustees aim to retain a reserve fund of £150,000 at any given time. The sum will be reviewed annually.

It is the policy of the Charity that unrestricted funds which have not been designated for a specific use should be maintained at a level equivalent to between three and six month's expenditure. The Trustees considers that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the Charity's current activities while consideration is given to ways in which additional funds may be raised. This level of reserves has been maintained throughout the year.

The Trustees has assessed the major risks to which the Charity is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks.

WEST SUSSEX COUNTY SCOUT COUNCIL

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

The trustees are mindful of the Council's responsibilities in Risk Management and endeavour to follow best practice as advised by the Charity Commission and TSA guidelines. Reviews are undertaken with regard to the major risks to ensure appropriate systems are in place to mitigate those risks.

The Executive has a specialist sub-committee to manage the recruitment of adults and, working closely with the County Management Team (CMT), to professionally resolve any disputes which may arise. Responsibility for the risk assessment for scouting events is delegated to the CMT and from there to the scout leaders who run the events. Policies and procedures are in place to ensure leaders are following correct guidelines in this important matter. All international events are monitored and approved by the ACC-International according to guidelines issued by TSA.

The Executive regularly reviews H&S matters and implements changes/gives advice to districts and groups. The Executive has created the position of County H&S advisor to support members in best practice in this critical field.

The TSA provides a basic level of Personal Accident and Medical Insurance for all youth members, adult members and adult associate members who may sustain injury whilst participating in scouting activities. The trustees are aware that the policy only provides limited benefits but, in common with other Counties, considers it too expensive to provide a separate fully comprehensive cover. The Executive purchase a separate insurance policy to provide a basic level of insurance cover to unnamed helpers at County events. The Executive also insure named specialised County equipment and have policies to cover major event cancellation.

Structure, governance and management

The Trustees who served during the year were:

Mrs R Hammond	
Miss Z Chartres	(Resigned 23 September 2020)
Mr S Mitchison	
Mr R Mourton	(Resigned 23 September 2020)
Mr S Dawson	
Mr G Cheesmur	
Mrs F Trimming	
Mr D Hopper	
Mr R Sawyer	
Mr C Holmes	
Mr A Hall	(Appointed 31 May 2020)
Mr B Hardcastle	(Appointed 23 September 2020)
Mr A Swayne	(Appointed 10 March 2021)

The County's governing documents are those of The Scout Association (TSA). TSA has a Royal Charter and so West Sussex County Scout Council (WSCSC) is a linked charitable trust registered with the Charity Commission. The Royal Charter gives authority to the Bye Laws of the Association and The Policy, Organisation and Rules of The Scout Association. The Scout Association is the representative body of the World Organisation of Scout Movements in the United Kingdom. The County is a trust established under rules common to all Scout Associations.

Charity Trustees are either elected by the members of WSCSC, nominated by the County Commissioner or appointed by the Regional Commissioner. Trustees are otherwise known as members of the County Executive Committee. Elections and nominations occur at the Annual General Meeting of the charity which must be held within six months of the County financial year end. The County Commissioner usually serves a fixed term appointment of five years. The remaining Trustees do not serve a fixed term appointment but instead are re-elected or re-nominated each year. Individuals may be co-opted as Trustees by the County Executive Committee at any time.

WEST SUSSEX COUNTY SCOUT COUNCIL

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

The Trustees met via "Teams" due to the Covid-19 pandemic on 9 occasions from April 2020 to March 2021 to consider and approve matters relating to the administration and financial management of WSCSC. The trustees also participated in two online voting polls during the year at the request of the County Chairman. The quorum was exceeded at all meetings and online voting polls. The Annual General Meeting of the District Scout Council, to which all members of WSCSC are invited, was held virtually on 23 September 2020. The Minutes of the AGM were reviewed by the County Executive at the September meeting and are available for inspection by all attendees at the AGM 2021 or by request to the County Secretary.

The County 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 comprehensive insurance policies to ensure that insurable risks are covered.

The trustees' report was approved by the Board of Trustees.

.....
Mr S Mitchison
Trustee
Dated:

WEST SUSSEX COUNTY SCOUT COUNCIL

STATEMENT OF TRUSTEES' RESPONSIBILITIES

FOR THE YEAR ENDED 31 MARCH 2021

The Trustees are responsible for preparing the Trustees' Report and the accounts in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales requires the Trustees to prepare accounts for each financial year which give a true and fair view of the state of affairs of the Charity and of the incoming resources and application of resources of the Charity for that year.

In preparing these accounts, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the accounts; and
- prepare the accounts on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The Trustees are responsible for keeping sufficient accounting records that disclose with reasonable accuracy at any time the financial position of the Charity and enable them to ensure that the accounts comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

WEST SUSSEX COUNTY SCOUT COUNCIL

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF WEST SUSSEX COUNTY SCOUT COUNCIL

I report to the Trustees on my examination of the financial statements of West Sussex County Scout Council (the Charity) for the year ended 31 March 2021.

Responsibilities and basis of report

As the Trustees of the Charity you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 (the 2011 Act).

I report in respect of my examination of the Charity's financial statements carried out under section 145 of the 2011 Act. In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

Your attention is drawn to the fact that the charity has prepared financial statements in accordance with Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has now been withdrawn.

I understand that this has been done in order for financial statements to provide a true and fair view in accordance with Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

- 1 accounting records were not kept in respect of the Charity as required by section 130 of the 2011 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

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 financial statements to be reached.

Alec Burgess ACA

Keymer Haslam & Co
4 - 6 Church Road
Burgess Hill
West Sussex
RH15 9AE

Dated:

WEST SUSSEX COUNTY SCOUT COUNCIL

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 MARCH 2021

	Notes	Unrestricted funds 2021 £	Unrestricted funds 2020 £
<u>Income and endowments from:</u>			
Donations, legacies and grants	3	8,286	33
Charitable activities	4	(396)	63,837
Investments	5	1,802	1,927
Membership subscriptions	6	144,305	146,444
Total income		<u>153,997</u>	<u>212,241</u>
<u>Expenditure on:</u>			
Charitable activities	7	<u>97,775</u>	<u>208,547</u>
Net gains/(losses) on investments	12	<u>21,838</u>	<u>1,557</u>
Net movement in funds		78,060	5,251
Fund balances at 1 April 2020		<u>235,794</u>	<u>230,543</u>
Fund balances at 31 March 2021		<u><u>313,854</u></u>	<u><u>235,794</u></u>

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities. There are no restricted funds.

WEST SUSSEX COUNTY SCOUT COUNCIL

BALANCE SHEET

AS AT 31 MARCH 2021

	Notes	2021 £	£	2020 £	£
Fixed assets					
Investments	13		167,739		145,901
Current assets					
Stocks		1,171		1,681	
Debtors	14	4,967		21,081	
Cash at bank and in hand		268,461		175,700	
		<u>274,599</u>		<u>198,462</u>	
Creditors: amounts falling due within one year	15	<u>(128,484)</u>		<u>(108,569)</u>	
Net current assets			146,115		89,893
Total assets less current liabilities			<u>313,854</u>		<u>235,794</u>
Income funds					
<u>Unrestricted funds</u>					
Designated funds	16	7,677		8,549	
General unrestricted funds	16	<u>306,177</u>		<u>227,245</u>	
			313,854		235,794
			<u>313,854</u>		<u>235,794</u>

The accounts were approved by the Trustees on

.....
Mrs R Hammond
Trustee

.....
Mr D Hopper
Trustee

WEST SUSSEX COUNTY SCOUT COUNCIL

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2021

1 Accounting policies

Charity information

West Sussex County Scout Council is a registered with the Charities Commission, as a charitable Trust linked with The Scout Association.

1.1 Accounting convention

The financial statements have been prepared in accordance with the Charity's governing document, the Charities Act 2011 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (as amended for accounting periods commencing from 1 January 2016). The Charity is a Public Benefit Entity as defined by FRS 102.

The financial statements have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a true and fair view. This departure has involved following the Statement of Recommended Practice for charities applying FRS 102 rather than the version of the Statement of Recommended Practice which is referred to in the Regulations but which has since been withdrawn.

The financial statements are prepared in sterling, which is the functional currency of the Charity. Monetary amounts in these financial statements are rounded to the nearest £.

The accounts have been prepared under the historical cost convention, modified to include the revaluation of certain financial instruments at fair value. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the financial statements, the Trustees have a reasonable expectation that the Charity has adequate resources to continue in operational existence for the foreseeable future. Thus the Trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the Trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors as to how they may be used. There are no restricted funds.

1.4 Incoming resources

Income is recognised when the Charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

When donors impose conditions which have to be fulfilled before the charity becomes entitled to use such income, the income is deferred and not included in incoming resources until the preconditions for use have been met

All incoming resources are included in the SOFA in full when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

As the Council acts as an agent for Headquarters in the collection of members' subscriptions, these monies are not the property of the Council. They are shown for information purposes only.

WEST SUSSEX COUNTY SCOUT COUNCIL

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

1 Accounting policies

(Continued)

1.5 Resources expended

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of the resources.

Management and administration costs are those incurred in connection with administration of the charity and compliance with constitutional and statutory requirements.

1.6 Stocks

Stocks are stated at the lower of cost and net realisable value.

1.7 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

1.8 Financial instruments

The Charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the Charity's balance sheet when the Charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

Derecognition of financial liabilities

Financial liabilities are derecognised when the Charity's contractual obligations expire or are discharged or cancelled.

WEST SUSSEX COUNTY SCOUT COUNCIL

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

1 Accounting policies

(Continued)

1.9 Retirement benefits

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

1.10 Fund accounting

General funds are unrestricted funds, which are available for use at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the trustees for particular purposes, or funds, which have been raised for a particular purpose. The aim and use of each designated fund is set out in the notes to the financial statements.

Investment income and gains are allocated to the appropriate fund.

2 Critical accounting estimates and judgements

In the application of the Charity's accounting policies, the Trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

3 Donations, legacies and grants

	Unrestricted funds	Unrestricted funds
	2021 £	2020 £
Donations and gifts	-	33
Coronavirus Job retention scheme grant received	8,286	-
	<u>8,286</u>	<u>33</u>

WEST SUSSEX COUNTY SCOUT COUNCIL

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

4 Charitable activities

	2021 £	2020 £
County Events and Activities (net of refunds given)	(292)	66,617
Sales of badges	(104)	(2,780)
	<u>(396)</u>	<u>63,837</u>

5 Investments

	Unrestricted funds	Unrestricted funds
	2021 £	2020 £
Income from listed investments	1,733	1,758
Interest receivable	69	169
	<u>1,802</u>	<u>1,927</u>

6 Other income

	2021 £	2020 £
Membership subscriptions	409,640	406,264
Remitted to headquarters	(265,335)	(259,820)
	<u>144,305</u>	<u>146,444</u>

WEST SUSSEX COUNTY SCOUT COUNCIL

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

7 Charitable activities

	Charitable expenditure 2021 £	Charitable expenditure 2020 £
Staff costs	8,709	9,414
County team expenses	2,558	8,191
Insurance	573	4,946
Award presentations	-	4,180
Leader training expenses	172	11,855
Activity expenses (net of refunds received)	17,731	82,628
County office expenses	5,582	6,976
Sundry expenses	2,057	2,049
Purchase of equipment	3,312	-
	<u>40,694</u>	<u>130,239</u>
Grant funding of activities (see note 8)	40,342	55,415
Share of governance costs (see note 9)	16,739	22,893
	<u>97,775</u>	<u>208,547</u>

8 Grants payable

	2021 £	2020 £
International grants	-	3,600
Grants re leader recruitment (via Scout Headquarters)	20,894	26,750
Grants to scout groups	18,576	20,690
Grants - Hardship fund	-	100
Grants - Think family fund	872	4,275
	<u>40,342</u>	<u>55,415</u>

These represent small grants given to Scout Groups to assist with development programmes or immediate needs.

WEST SUSSEX COUNTY SCOUT COUNCIL

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

9 Support costs

	Support costs £	Governance costs £	2021 £	2020 £	Basis of allocation
Staff costs	-	8,709	8,709	9,414	Governance
Legal and professional	-	1,032	1,032	1,080	Governance
County Team expenses	-	852	852	2,732	Governance
AGM & meeting exp's	-	564	564	2,691	Governance
County office expenses	-	5,582	5,582	6,976	Governance
	-	16,739	16,739	22,893	
Analysed between Charitable activities	-	16,739	16,739	22,893	

10 Trustees

No trustee received any remuneration in respect of their office as a trustee. Trustees received reasonable re-imbursement for expenses incurred in connection with their roles, and several trustees hold other appointments within the County for which they receive reimbursement of expenses incurred in that office.

11 Employees

Number of employees

The average monthly number employees during the year was:

	2021 Number	2020 Number
County office staff	2	2

Employment costs

	2021 £	2020 £
Wages and salaries	17,256	18,642
Other pension costs	162	186
	17,418	18,828

There were no employees whose annual remuneration was £60,000 or more.

12 Net gains/(losses) on investments

	2021 £	2020 £
Revaluation of investments	21,838	1,557

WEST SUSSEX COUNTY SCOUT COUNCIL

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

13 Fixed asset investments

	Listed investments £
Cost or valuation	
At 1 April 2020	145,901
Valuation changes	21,838
At 31 March 2021	167,739
Carrying amount	
At 31 March 2021	167,739
At 31 March 2020	145,901

14 Debtors

	2021 £	2020 £
Amounts falling due within one year:		
Other debtors	4,700	11,630
Prepayments and accrued income	267	9,451
	4,967	21,081

15 Creditors: amounts falling due within one year

	2021 £	2020 £
Other creditors	128,484	108,569

WEST SUSSEX COUNTY SCOUT COUNCIL

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

16 Funds

The income funds of the charity include the following designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes:

	Balance at 1 April 2020	Movement in funds		Balance at 31 March 2021
	£	Incoming resources	Resources expended	£
Designated Funds:				
Hardship Fund	5,517	-	-	5,517
IPEH (formerly Think Family) Fund	3,032	-	(872)	2,160
	<u>8,549</u>	<u>-</u>	<u>(872)</u>	<u>7,677</u>
General Unrestricted Funds	227,245	175,802	(96,903)	306,177
	<u>235,794</u>	<u>175,802</u>	<u>(97,775)</u>	<u>313,854</u>

The Hardship Fund is designated to support people in financial difficulty.

The IPEH Fund is part of the Integrated Prevention and Earliest Help fund, and superceded the Think Family programme.

17 Analysis of net assets between funds

	Unrestricted funds 2021 £	Unrestricted funds 2020 £
Fund balances at 31 March 2021 are represented by:		
Investments	167,739	145,901
Current assets/(liabilities)	146,115	89,893
	<u>313,854</u>	<u>235,794</u>

Designated Funds are all held in current assets/(liabilities).

18 Related party transactions

There were no disclosable related party transactions during the year (2020 - none).

19 Analysis of changes in net funds

The Charity had no debt during the year.