

# Trustees' Annual Report

For the period

From (start date)

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to end date

3	1	1	2	2	3
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## Section A

## Reference and administration details

Charity name

Warrington West District Scout Council

Other names the charity is known by

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Registered charity number (if any)

1	0	5	3	7	4	1
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HQ registration number

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Charity's principal address

Vale Owen Road

Warrington

Cheshire

Postcode

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Names of the charity trustees who manage the charity

	Trustee Name	Office (if any)	Dates acted if not for whole year
1	Paul Carey	Chair	
2	Debra Phillips	District Commissioner	1/1/23 - 21/1/23
3	Mo Patheyjohns	Secretary	
4	David Goodfellow	Treasurer	
5	Robert Patheyjohns		
6	Ian Turnbull		
7	Andrew Mountain		
8	Christopher Walls		
9	Christine Ralston		
10	Daniel Meadows		
11	Adam Potts	District Lead Volunteer	
12			

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

Type of advisor	Name	Address

**Section B****Structure, governance and management**

Description of the charity's trusts

Type of governing document

(e.g. trust deed, constitution)

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

How the charity is constituted

(e.g. trust, association, company)

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

Trustee selection methods

(e.g. appointed by, elected by)

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

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

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

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

Policies and procedures adopted for:

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

The Committee consists of 3 independent representatives, Chair, Treasurer and Secretary together with the District Lead Volunteer and Assitant District Lead Volunteer and ordinary members. The District Trustee Board meets every 2 months.

Members of the District Trustee Board complete '*Essential Information for Trustees*' training within the first 5 months of joining the board.

This District Trustee Board exists to support the District Lead Volunteer in meeting the responsibilities of the appointments and is responsible for:

The maintenance of District property;

The raising of funds and the administration of District finance;

The insurance of persons, property and equipment;

District public occasions;

Assisting in the recruitment of leaders and other adult support;

Appointing any sub committees that may be required;

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

Section B	Structure, governance and management (continued)
	<p><b>Risk and Internal Control</b></p> <p>The District Leadership Board has identified the major risks to which they believe the District is exposed, these have been reviewed and systems have been established to mitigate against them. The main areas of concern that have been identified are:</p> <p>Damage to the building, property and equipment. The District would request the use of buildings, property and equipment from neighbouring organisations such as the church, community centre and other Scout Groups. The District has sufficient buildings and contents insurance in place to mitigate against permanent loss.</p> <p>Injury to leaders, helpers, supporters and members. The District through the capitation fees contributes to the Scout Associations national accident insurance policy. Risk Assessments are undertaken before all activities.</p> <p>Reduced income from fund raising. The District is primarily reliant upon income from subscriptions and fundraising. The District does hold a reserve to ensure the continuity of activities should there be a major reduction in income. The Trustee Board could raise the value of subscriptions to increase the income to the District on an ongoing basis, either temporarily or permanently.</p> <p>Reduction or loss of leaders. The District and the Groups within it are totally reliant upon volunteers to run and administer the activities. If there was a reduction in the number of leaders to an unacceptable level in a particular section, group or the district as a whole then there would have to be a contraction, consolidation or closure of a section. In the worst case scenario the complete closure of Group(s).</p> <p>Reduction or loss of members. The District provides activities for all young people aged 6 to 18. If there was a reduction in membership in a particular group or the district as whole then there would have to be a contraction, consolidation or closure of a section. In the worst case scenario the complete closure of Group(s).</p>

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

Section D	Achievements and performance
Summary of the main achievements of the charity during the year	<p>Maintained Scouting activities and continued the post-Covid rebuild</p> <p>Delivered on objectives for 1000+ young persons in area.</p> <p>Training: Maintained zero tolerance policy on GDPR and safeguarding training</p> <p>Finances: Managed debts relating to the old shop; managed Jamboree finances and reporting. Optimised energy contracts in inflated market.</p> <p>Reduced insurance costs through asset analysis.</p> <p>Governance: Trustee Board and Leadership groups formed in line with new Scout Organisation policy. Ensured continued governance via mixture of remote meetings during periods when face to face was not possible.</p> <p>Safeguarding: Ensured all leaders and helpers were DBSd</p> <p>Facilities: Enhanced premises for wider use.</p>

Section E	Financial Review
Brief statement of the charity's policy on reserves	<p>The District's policy on reserves is to hold sufficient resources to continue the charitable activities of the group should income and fundraising activities fall short. The District Trustee Board considers that the group should hold a sum equivalent to 12 months running costs, circa £50000.</p>
Quantify and explain any designations	<p>The Group held unreserved funds of approximately £48k against this at year end. This is at the level required for operating expenses.</p>
Details of any funds materially in deficit (circumstances plus steps to eliminate)	<p>The debt from Warrington East District Scout Council previously reported (relating to the Scout Shop financial management issued in 2015-2018) has been reduced from £6390 to £3890. The Police investigation was closed without prosecution.</p>
Further financial review details (optional information)	
<p>You <b>may choose</b> to include additional information, where relevant, about:</p> <ul style="list-style-type: none"> <li>the charity's principal sources of funds (including any fundraising);</li> <li>how expenditure has supported the key objectives of the charity;</li> <li>investment policy and objectives</li> </ul>	<p>The District's Income and Expenditure is very small and as a consequence does not have sufficient funds to invest in longer-term investments such as stocks and shares. The District has therefore adopted a low risk strategy to the investment of its funds. All funds are held in cash using only mainstream banks or building societies</p> <p>The District Trustee Board regularly monitors the levels of bank balances and the interest rates received to ensure the group obtains maximum value and income from its banking arrangements. Occasionally this may involve using an account that requires a period of notice before funds may be withdrawn, before doing so the District Trustee Board considers the cash flow requirements.</p>

**Section F****Other Optional Information**

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

2024 is all about continuing the growth of Scouting. The Scout shop has recovered well and is expected to grow further in 2024 with the support of local Scout Districts and Groups. Following the enhancement of the District Headquarter facilities, we look forward to more activities being conducted there.

**Section G****Declaration**

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

Signed on behalf of the charity's trustees

Signature(s)

*Mo Patheyjohns*

*Paul Carey*

Full name(s)

Mo Patheyjohns

Paul Carey

Position (eg Secretary, Chair)

Secretary

Chair

Date

0 7 0 1 2 4



CHARITY COMMISSION  
FOR ENGLAND AND WALES

Warrington West District Scout Council

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## Receipts and payments accounts

For the period from	01/01/2023	To	31/12/2023
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### Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
<b>Funds</b>					
11 - Capitation	42,607	-	-	42,607	39,237
12 - Outgoing grants	-	-	-	-	-
13 - Scout Shop Dividends	6,511	-	-	6,511	-
14 - Donations	-	-	-	-	-
21 - Fund Raising	-	-	-	-	-
22 - Nominated Charity	-	-	-	-	-
34 - Transfer to BS	11,081	-	-	11,081	-
47 - Support for sections	-	-	-	-	-
<b>Jamboree</b>					
31 - International	-	5,455	-	5,455	33,442
<b>Sections</b>					
15 - Beavers	-	-	-	-	30
16 - Cubs	3,478	-	-	3,478	704
17 - Scouts	879	-	-	879	-
18 - Explorers	-	-	-	-	-
19 - Network	-	-	-	-	-
19a - Youth Forum	-	-	-	-	-
50 - Rifle Club	-	-	-	-	-
<b>Activities</b>					
25 - St Georges Day	-	-	-	-	-
28 - District Camp	-	-	-	-	-
29 - Blakfoot Hike	-	-	-	-	600
23 - Activities	-	-	-	-	-
35 - District events	8,117	-	-	8,117	-
37 - County parade	-	-	-	-	-
51 - Back 2 Basics	1,323	-	-	1,323	2,364
<b>Operating Expenses</b>	-	-	-	-	-
20 - Training	-	-	-	-	50
20a - Personal Insurance	-	-	-	-	-
26 - Equipment Repair	-	-	-	-	-
30 - DC expenses	-	-	-	-	-
32 - Postage	-	-	-	-	-
33 - Comms/Admin	-	-	-	-	-
38 - AGM expenses	-	-	-	-	-
48 - DC discretion	1,134	-	-	1,134	-
49 - Permits	-	-	-	-	-
<b>DHQ</b>	-	-	-	-	-
24 - Climbing Wall	78	-	-	78	10
36 - District camp site	-	-	-	-	-
39 - DHQ rent	-	-	-	-	200
40 - DHQ electric	-	-	-	-	-
41 - DHQ gas	-	-	-	-	-
42 - DHQ insurance	-	-	-	-	-
43 - DHQ refuse	-	-	-	-	-
44 - DHQ water	-	-	-	-	-
45 - DHQ management	-	-	-	-	-
45a - DHQ development	-	-	-	-	-
46 - Warden expenses	-	-	-	-	-
<b>Misc</b>					
99 - Misc	52	-	-	52	2,757
<b>Sub total (Gross income for AR)</b>	<b>75,260</b>	<b>5,455</b>	<b>-</b>	<b>80,716</b>	<b>47,803</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

<b>Total receipts</b>	<b>75,260</b>	<b>5,455</b>	<b>-</b>	<b>80,716</b>	<b>47,803</b>
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### A3 Payments

<b>Funds</b>					
11 - Capitation	37,575	-	-	37,575	35,518
12 - Outgoing grants	-	-	-	-	-
13 - Scout Shop Dividends	-	-	-	-	-
14 - Donations	-	-	-	-	-
21 - Fund Raising	-	-	-	-	-
22 - Nominated Charity	-	-	-	-	-
34 - Transfer to BS	-	-	-	-	-
47 - Support for sections	-	-	-	-	-
<b>Jamboree</b>					
31 - International	-	15,599	-	15,599	22,800
<b>Sections</b>					
15 - Beavers	-	-	-	-	-
16 - Cubs	2,974	-	-	2,974	693
17 - Scouts	579	-	-	579	-
18 - Explorers	-	-	-	-	-
19 - Network	-	-	-	-	44
19a - Youth Forum	232	-	-	232	-
50 - Rifle Club	-	-	-	-	-
<b>Activities</b>					
25 - St Georges Day	-	-	-	-	-
28 - District Camp	-	-	-	-	-
29 - Blakfoot Hike	-	-	-	-	350
23 - Activities	-	-	-	-	-
35 - District events	12,475	-	-	12,475	75
37 - County parade	-	-	-	-	-
51 - Back 2 Basics	1,263	-	-	1,263	2,009
<b>Operating Expenses</b>					
20 - Training	157	-	-	157	-
20a - Personal Insurance	94	-	-	94	94
26 - Equipment Repair	-	-	-	-	366
30 - DC expenses	-	-	-	-	-
32 - Postage	-	-	-	-	-
33 - Comms/Admin	86	-	-	86	85
38 - AGM expenses	-	-	-	-	-
48 - DC discretion	1,190	-	-	1,190	-
49 - Permits	-	-	-	-	-
<b>DHQ</b>					
24 - Climbing Wall	-	-	-	-	-
36 - District camp site	-	-	-	-	-
39 - DHQ rent	1,600	-	-	1,600	1,600
40 - DHQ electric	295	-	-	295	1,225
41 - DHQ gas	837	-	-	837	418
42 - DHQ insurance	1,039	-	-	1,039	1,733
43 - DHQ refuse	73	-	-	73	129
44 - DHQ water	412	-	-	412	377
45 - DHQ management	811	-	-	811	294
45a - DHQ development	-	9,318	-	9,318	-
46 - Warden expenses	1,286	-	-	1,286	400
<b>Misc</b>					
99 - Misc	129	-	-	129	56
<b>Sub total</b>	<b>63,107</b>	<b>24,917</b>	<b>-</b>	<b>88,024</b>	<b>68,223</b>

### A4 Asset and investment purchases, (see table)

	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

<b>Total payments</b>	<b>63,107</b>	<b>24,917</b>	<b>-</b>	<b>88,024</b>	<b>35,881</b>
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<b>Net of receipts/(payments)</b>	<b>12,154</b>	<b>- 19,462</b>	<b>-</b>	<b>- 7,308</b>	<b>11,922</b>
<b>A5 Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>36,276</b>	<b>30,186</b>	<b>-</b>	<b>66,462</b>	<b>67,496</b>
<b>Cash funds this year end</b>	<b>48,430</b>	<b>10,724</b>	<b>-</b>	<b>59,154</b>	<b>79,418</b>



## Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B1 Cash funds</b>	Current Account	37,365	10,724	-
	Charity Account	11,065	-	-
		-	-	-
	<b>Total cash funds</b>	<b>48,430</b>	<b>10,724</b>	<b>-</b>
	(agree balances with receipts and payments account(s))	OK	OK	OK
<b>B2 Other monetary assets</b>	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
	Warden Fund	-	189	-
	50% stake in Scout Shop	-	12,450	-
	33% stake in District Camp Site	-	1,798	-
	50% District Camp account	-	12,600	-
	Blakfoot Hike Account	-	721	-
	Explorers Account	-	12,166	-
	Rifle and Pistol Club Account	-	2,881	-
<b>B3 Investment assets</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
	None		-	-
			-	-
			-	-
			-	-
			-	-
<b>B4 Assets retained for the charity's own use</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
	None		-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
<b>B5 Liabilities</b>	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	
	David Goodfellow	David Goodfellow	18/04/2024	
	Paul Carey	Paul Carey	18/04/2024	
			26/04/2024	



**Section A**

**Independent Examiner's Report**

**Report to the trustees/  
members of**

Warrington West District Scout Council

**On accounts for the year  
ended**

31 December 2023

**Charity no  
(if any)**

1053741

**Set out on pages**

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **31 / 12 / 2023**.

**Responsibilities and  
basis of report**

As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent  
examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention (other than that disclosed below \*) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

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

*\* Please delete the words in the brackets if they do not apply.*

**Signed:** T Napier

**Date:** 15/05/2024

**Name:** Bright Ideas Accounting Ltd

**Relevant professional  
qualification(s) or body  
(if any):**

Bright Ideas Accounting Ltd is authorised and regulated by the AAT (No. 10402566)

**Address:** Bright Ideas Accounting Ltd

80 Ashton Road, Denton, Manchester, M34 3JF

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

**Give here brief details of any items that the examiner wishes to disclose.**