

## Report and accounts for the year ended 31<sup>st</sup> March 2022

### Plymouth District

**PRESIDENT** – Position vacant

**VICE-PRESIDENTS** – Pat Brooks, Graham Brooks, Tom Savery, Victor Peter, Ald John Richards, John Prowse and Sonja Prowse. Peter and Patricia Johnson

### **TRUSTEES**

#### *APPOINTMENT*

#### *NAME*

##### *Ex Officio*

Chairperson

Martin Limburn

Treasurer

Sally Walker (stepped down 31/12/21)

Secretary

Position vacant

District Commissioner

John Davies

DESC

Tammie Loughlin

DSNC

Position vacant

DYC

Position vacant

##### *Chaplain*

Position vacant

##### *Elected Members*

Steve Wood

Chris Morton

Julie Jury

##### *Nominated Members*

Paul Roberts

##### *Youth Executive Member*

### **BANKERS**

Lloyds, Royal Parade, Plymouth

Registration number

With Scout Association

11418

Charity Registration number

1053886

Contact name and address

M Limburn, 77 Erlstoke Close, Egguckland,  
Plymouth, PL6 5QN

**Plymouth District**  
**AGM Agenda**  
**2021-2022**

**1, Welcome and apologies**

**2, District Scout Council to approve DC's nomination of District Chair**

**3, Approving of last year's minutes**

**4, Annual reports and accounts**

*A) Chairs report*

*B) Treasurer's report and accounts*

*C) DC's Report*

**5, Elections and Appointments**

*A) To elect District secretary*

*B) To elect District Treasurer*

*C) Ex-officio members of the District Executive;*

Chair - To be approved, Secretary - Vacant, Treasurer – Rachel Mason (to be re-elected),  
DC - John Davies, DESC – Tammie Loughlin, DSNC - Vacant, DYC - Vacant

*D) To elect members of the District Executive for the coming year -*

There are four positions on the Executive Committee and we have only had four nominations submitted, as such there will be no elections held. These members will be announced on the day

*E) To approve the DC's nominations for the District Executive*

*G) Youth Executive member*

**6, Awards** (with apologise as these have been held up due to covid, and unfortunately no new ones due to furloughing at HQ)

**7, Comments from County representative (if present)**

**8, Any other business** - please submit AOB before midnight on Sunday the 25th, to be considered for inclusion within the meeting.

## **Plymouth District AGM Minutes**

**27<sup>th</sup> September 2022**

**1. Present:** Those attending were asked to put their names and groups in the CHAT section so that an Attendees List can be done later.

**Apologies:** Trevor Richards, Clive Deacon

**Welcome:** John Davies, District Commissioner welcomed everyone to the meeting this evening.

**2. DC's nomination for District Chair:** Martin Limburn

The DC asked if Martin would be happy to carry on and take over and run it as per going forward. Martin Limburn agreed and accepted the position. There were no questions or concerns.

The DC then handed the running of the meeting over to the District Chair.

**3. Approval of previous years AGM Minutes:**

The Chair asked if the Minutes were a true representation of the meeting and were they agreed?

Everyone was then asked if they agreed to the Minutes. **All Agreed**

**4. Annual Accounts and Reports:**

### **a) Chairs Report**

Another year has gone by, one where Scouting has moved back towards normality! There has been a lot of change for the Exec to get with grips with. We found out that the way the Properties Trust was set up wasn't in line with POR.

We have had to close the Properties Trust down and set it up as a sub-committee of both districts, to comply with POR. With this we have been busy making a start on the improvements needed to BMW. It was great to see so many leaders from both districts attend the open weekend to enable the sub-committee to start with a plan for the future of scouting properties in Plymouth.

As part of this we have managed to rent out the old wardens flats here at BMW and are currently nearing completion of the sale of Saltash Passage. This means 2 things, we are now covering the basic running costs of BMW, so we have been able to keep rental rates for members as low as possible, and secondly once the passage sale is complete, we will have funds to move on with the next phase of development of this center.

The work completed at BMW means it is now ready to be used, so please do make use of it along with the district campsites Gilwood and Oakmead. A big thanks to

Trevor and 31<sup>st</sup> for continue to manage Gillwood for us. We are hopeful to be moving along with some much-needed work shortly to improve this facility further. We are trying to set up a sub-committee to cover district properties, and campsites so we can make sure these are developed properly.

We are also trying to make a second sub-committee is to help improve communications, both digitally and using traditional media.

We have seen the first squirrel drey, which I know has produced interest in other groups. (and a second one opening shortly)

The district exec, has had a few problems this year, Linda our Secretary elected at last years meeting had to leave due to some personal issues, and then we also had to say goodbye to Sally due to other commitments.

I would like to thank Sally for all she did in the role, and although we found someone to take up the role, there personal circumstances changed. This will be resolved with the AGM.

To get the best value out of everything that has been spent the district is now VAT registered, this is helping us, with the costs of the Properties Sub Committee.

I would also like to thank all section and group leaders for the fantastic work you all do week in week out.

Lastly a special thank you to the both the district Team and the Executive Committee, your support and help without which the successes of the district just wouldn't happen.

I will finish this report with my highlight of the year, and it has to be St George's day parade, it was great to see our Young People not only enjoying the activities, but also having tea with the Deputy Mayor, and hoping the questions they posed to her would all be OK

The Chair asked if there were any questions regarding his Report, there were none.

## **b) Treasurer's Report and Accounts**

The Chair stated that Sally Walker had stepped down at the end of 2021, and that although the position was filled it was vacant again until the vote tonight so he had asked Fiona Crossland to present the accounts.

As there was no District Treasurer, I was asked to put end of year accounts together.

Over the year there was income of £51,491.21, of which £8,483.29 was income into the Explorer sections. The largest element of income was membership fees from the Plymouth Groups of £31,100, then the covid grants of £10,677 for the Gilwood Campsite. Other income was made up from about £600 camping fees at Gilwood and Oakmead, and interest from our investment account.

The total expenditure for the year was £43,087, of which £28,154 was spent on membership fees to headquarters. The Explorer sections spent £9,650. The campsites cost us £1,089.50, which was the cost of utilities and campsite maintenance. There was £2,235 spent on covid related expenses, including covid boxes for each group and a rebate on membership fees. Finally, £1,567 was spent on hiring a garage for district storage, awards, district music license and District Team expenses.

On 1<sup>st</sup> January 2022 the Plymouth Properties Scout Trust, which runs BMW, Saltash Passage, Scout Shop and Callisham Cross ceased to exist as a charity in its own right following advice from the Scout Association. This has now become a subcommittee of Plymouth District and Plyms District in a 60:40 split. As a result, 60% of the end of year value of the properties trust is shown on the Plymouth District Accounts, this has a value of £172,265.92

I would like to welcome Rachael Mason as the new Treasurer.

### **c) DC's Report**

So, this has been a bit of interesting year as we spent much of it under the influence of Covid and lock down and the rest of the time playing catch up and rebuilding ourselves. As a District we are now well above our numbers we had during Covid and are at least the same as we were pre pandemic, rough calculations actually show us above those numbers and most groups growing steadily. I am delighted to say we have one squirrel Drey running very well and another with their first meeting next week, starting with almost capacity numbers, well done Keyham and 31st. We also as a District, have the only ADC Squirrels within County, as such would like to welcome Danielle to the team, she is there to help with any Squirrel enquires and to help look at new sections. Whilst talking about the District Team, it is with sadness that we have to say goodbye to Steve as ADC Scouts, as he is stepping down due to work commitments, thank you Steve for your help over the years.

This year we have seen a number of young people working towards their Explorer belt, which involved an expedition to the Faroe Islands, we had a number of teams do really well within the Ten Tors and young people working towards their D of E, unfortunately their expedition had to be postponed, this is something we will be pushing to get rearranged for the start of next year. We also have two young people from 9th/21st been selected to attend the world Jamboree, this is a great opportunity for them both and well done to both for getting through the selection process and being chosen to represent their group and the District on the international stage, I am sure they will have a great time.

This year we also, through consultation, made the decision to sell the field at Blindmans Wood, this will not be a quick process but will lead to opportunities for investment, both within the building and remaining lands at Blindmans Wood but also give us the options for other investments and potential other sites. We will be holding further consultations with all members regarding the future developments.

We also have other two campsites within the District that are solely owned/given by/to us, Oakmead down at Shaugh prior and Gilwood at Glenholt, we really need a team to help develop and grow these assets, we are seeking a "subcommittee" to help with these, anyone who thinks they can help in anyway please sign up to be a part of this "committee" so we can get them moving and in full use of the District.

The other “subcommittee” we are setting up is the digital one, the idea of this is to improve our online presence, including website and social media but also to help groups with email systems and anything else which may be an issue digitally, this will also help to push our recruitment.

If anyone is willing to help on either of the above subcommittees, please speak to us if you haven’t already.

We haven’t had a huge push on District activities this year, due to the regathering of ourselves after Covid, but next year we will be reintroducing our District programme, so please start thinking of ideas and talk to your young people regarding what they want us to put on.

The drive for permits has not been forgotten, just as with everything else, it has stalled due to Covid, we will be having a discussion/meeting to thrash out the best way forward on these very soon.

However, the drive to get our leaders recognised for their time, actions and commitments has really stepped up a gear, for this I thank Paul, Julie and Clive. It is great to actually see that the effort and work our leaders put in week on week is actually being recognised, and some very top awards have been presented to some very deserving people.

Overall, it has been a mixed bag of a year, with some great achievements and things that have been delayed due to the Covid recovery period.

I would like to thank, the District team as their efforts have been huge and their continue push to make things happen and give support has been fundamental in the running of the District. Thanks to The District Exec as they are always facing those awkward decisions and thankless meetings, which enable us to run in a legal way as a District. A big thanks to Martin our chair, as he has driven so many actions and jobs which I just haven’t had time to do, he has been fundamental in reducing my work load and has a constant push to ensure the development of our District and a last thanks needs to go to Fiona, yes, she may be my other half, however she has taken on multiple additional roles and picked up jobs to support the properties team and the District, often in an unofficial capacity, so thank you.

And thank you to all leaders across the District, as without you all, we wouldn’t have Scouting in Plymouth, so thank you for all you are doing, and keep up the good work.

There were no questions as such.

## 5. Elections and Appointments:

### a) District Secretary

No one had come forward before the meeting, the chair asked if there was any volunteers from the floor, no one came forward.

### b) Election of Treasurer

Rachael Mason had come forward in advance of the meeting, the Chair asked her to give a brief bio.

#### To elect District Treasurer

Rachael Mason Proposed: Marc Parkman

Seconded: David Green

**Approved**

**Ex-officio** of the District Executive (for info)

#### Chair:

Martin Limburn

#### Secretary:

Vacant

#### Treasurer:

Rachael Mason

#### DC:

John Davies

#### DESC:

Vacant

#### DSNC:

Vacant

#### DYC:

Vacant

#### To elect members of the District Executive for the coming year:

There are four positions on the Executive Committee, and we have had only 4 nominations submitted:

Steve Wood

Chris Morton

Helen Williams

Trevor Richards

Proposed: Paul Roberts

Seconded: Fiona

**Approved**

The Chair congratulated the four nominees

### e) To approve the DC's nominations for the District Executive:

Proposed Paul Roberts - **Approved**

### f) Youth Executive Member:

Constitution: 2 youth members, 18 - 25 years old

Nominated:

**g) Scrutineer for 2022/23**

Sarah Davies was suggested.

Proposed: Fiona Crossland

Seconded: Rachael Mason

**Approved**

**8) Awards:**

Paul Roberts, and Julie Jury presented outstanding awards to those present at the meeting. The DC said that there were numerous Awards to give out so he would be visiting groups in the next couple of weeks and presenting them at Group level. We obviously did not know who was going to be attending this evening.

**A.O.B.**

There was no other business was submitted before midnight of the 25<sup>th</sup> September 2022.

The Chair opened the meeting to the floor.

Questions asked included

- Results from the Open Day
- 7<sup>th</sup> Plymouth Building
- Email/Communications issues with JD

The AGM was brought to a close at 19.54 hrs



**PLYMOUTH DISTRICT SCOUT COUNCIL**

**CHARITY NUMBER - 1053886**

**FINAL ACCOUNTS**

**01/04/2021 - 31/03/2022**

## Statement of Financial position

*corrections to 20/21 accounts*

See Note

Land Buildings & Equipment	1	£ 222,265.92
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£50,000.00

£ 50,000.00

Loan to Properties Sub Committee	£	24,000.00
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Investment	2	£	104,510.24
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Debtors	£	-
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Current Accounts	3	£	35,006.89
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Explorer Current Accounts	4	£	12,143.28
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Cash	5	£	257.47
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Unconfirmed funds	6		
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VAT	7	£	153.42
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£ 153.42

**£ 176,071.30**

Creditors	£	348.65
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VAT	7	£	8.99
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9:59 2

£ 357 64

<b>Net current assets</b>	<b>£ 175,713.66</b>
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**£ 397.979.58**

Balance b/fwd 1/4/2021	£ 217,104.90
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Surplus/(Defecit) for the year	£	8,404.44
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**£ 225,509.34**

Addition of Property Trust Assets	9	£172,265.92
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Corrections to previous accounts	8
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**£ 397,775.26**

£ 167,104.90

£ 217,104.90

£ 189,797.28

£ 28,981.34

£ (1,673.72)

**£ 217,104.90**

£ 168,778.62

**£ 218.778.62**

£ 189,797.28

£ 28,981.34

**£ 218,778.62**

Signed for and on behalf of the Trustees

.....  
Martin Limburn - Chair Date

John Davies - District Commissioner Date

**Notes on Statement of Financial Position for the year ended 31 March 2021**

	2021/22	corrected 20/21	2020/21	
<b>1 Tangible Fixed Assets</b>				
Gilwood Campsite, Glenholt Plymouth	£50,000.00	£50,000.00	£50,000.00	
60% of the value of the assets of Plymouth Scouts Properties Sub Committee	£172,265.92		£0.00	see also note 9
	<u>£222,265.92</u>	<u>£50,000.00</u>	<u>£50,000.00</u>	
<b>Current Assets</b>	<b>2021/22</b>	<b>corrected 20/21</b>	<b>2020/21</b>	
Loan to Blindman's Wood	£24,000.00			
<b>2 Scout Association Charity Deposit Account</b>				
Investment Account (in total)		£ 103,993.35	£ 103,993.35	
Reference: 1140606556 / 06556	£36,550.00			
Reference 1141806528 / 06528	£52,510.24			
Reference 1140606518 / 06518	£15,450.00			
	<u>£104,510.24</u>	<u>£103,993.35</u>	<u>£103,993.35</u>	
<b>District Current Account</b>				
<b>3 Lloyds Bank Current Account</b>	£35,006.89	£51,137.47	£51,137.47	
<b>Ringfenced money</b>				
WSJ fund 2023 & 2027	£3,000.00	£3,000.00	£3,000.00	
D of E fund	£577.41	£577.41	£577.41	
Beaver Funds	£335.14	£335.14	£335.14	
Young Leader	£2,031.96	£2,031.96	£2,031.96	
ASU	£344.00	£344.00	£344.00	
Gilwood improvements	£28,898.68	£19,431.00	£19,431.00	Covid grants less any running expenses 2020 - 2022
	<u>£35,187.19</u>	<u>£25,719.51</u>	<u>£25,719.51</u>	
<b>4 Explorer Current Accounts</b>				
31st Explores Account	£716.86	£804.36		
Scott Explorers	£407.68	£1,605.74	£1,605.74	Values of opening balances of Explorer accounts different to values stated in 20/21 accounts
Keyham Explorers	£4,893.87	£5,646.11		
27th Plymouth Explorers	£3,553.06	£2,051.18		
1st Crownhill Explorers	£1,770.41	£1,834.41		
19th Plymouth Explorers	£801.40	£943.32		
All Explorer units			£12,028.60	
	<u>£12,143.28</u>	<u>£12,885.12</u>	<u>£13,634.34</u>	
<b>5 Cash held</b>				
Scott Explorers - cash	£110.60	£8.00	£8.00	
ASU - cash	£95.62	£95.62	£95.62	
1st Crownhill Explorers - cash	£51.25	£50.00	£50.00	
	<u>£257.47</u>	<u>£153.62</u>	<u>£153.62</u>	
<b>6 Unconfirmed funds</b>				
Monies held in scout group for explorers (to be agreed)	£0.00	£468.03	£468.03	There is no information regarding where these funds are and who holds them
Shaugh Bridge Campsite (held in section)	£0.00	£100.85	£100.85	
Explorer units - cash	£0.00	£3.55	£3.55	(originally £53.55, £50 identified to be 1st Crownhill)
	<u>£0.00</u>	<u>£572.43</u>	<u>£572.43</u>	
<b>7 VAT</b>				
VAT due on sales and other outputs	£8.99			
Vat claimed on purchases and other inputs	£153.42			VAT registered from 1/1/22
VAT due to be claimed	<u>£144.43</u>			
<b>8 Creditors</b>				
B&Q	£29.51			
EDF	-£3.64	£363.09		
Nothing But	£182.53			Creditor figures incorrect in 20/21 accounts
Plymouth Community Homes	-£31.40	-£31.38		
Plymouth Properties Sub committee	£24.00			
Tracey Romanell	£150.06			
Motion Picture Licensing Company		£387.62		
K Richards		£62.33		
SWW	-£2.41	£2.68		
uncleared cheques (Explorers)		852.75	712.49	
	<u>£348.65</u>	<u>£1,637.09</u>	<u>£712.49</u>	
<b>9 Transfer of Assets</b>				
On 1/1/2022 the charity Plymouth Scouts Properties Trust (Charity number 301068) ceased to exist. This trust is now a sub committee of Plymouth District and Plyms District split 60:40. The value of all the assets of the Property sub committee as at 31/3/22 is £286812.90.				
There are full, audited accounts for the Plymouth Scouts Properties Sub Committee.				
There is an error on previous accounts as even when the Trust was a charity in its own right, 60% of their assets should have been recorded in the Plymouth District accounts, as the Trust only looked after the properties on behalf of the two districts, all the assets of the Trust were always owned by the Districts				

# PLYMOUTH DISTRICT SCOUT COUNCIL

## Statement of Financial Activities for the year ended 31 March 2022

		2021/22	2020/21
		£	£
<b><u>Income</u></b>	<i>See Note</i>		
Membership Fees		£31,100.00	£31,802.00
Membership Rebate		£310.50	£413.50
Investment Income Received		£573.41	£331.42
Activities of the Charity	10	£357.01	£50.00
Explorer Section	11	£8,483.29	£5,426.30
Grants	12	£10,667.00	£19,431.00
Donations/Legacies		£0.00	£1,156.20
Debt repayments		£0.00	£721.22
Closed Groups cash balance		£0.00	£4,201.85
<b>Total income for the year</b>		<b>£51,491.21</b>	<b>£63,533.49</b>
<b><u>Additional Transactions</u></b>			
Transfer of 60% of assets from Plymouth Scout Properties Trust to Plymouth District	9	£172,265.92	
<b><u>Expenditure</u></b>			
<b>Membership</b>			
Membership Fees to County		£ 27,634.50	£ 30,599.00
Membership Rebate to Groups		£519.50	£0.00
		<b>£28,154.00</b>	<b>£30,599.00</b>
<b>Other Expenses</b>			
Direct Charitable Expenditure	13	£ 389.99	£ 212.88
Explorer Section	14	£ 9,650.02	£ 1,213.39
Administration	15	£ 3,803.26	£ 2,526.88
Campsite Costs	16	£ 1,089.50	£ -
		<b>£ 14,932.77</b>	<b>£ 3,953.15</b>
<b>Total expenditure for the year</b>		<b>£43,086.77</b>	<b>£34,552.15</b>
<b>Total income less total expenditure</b>		£ 8,404.44	£ 28,981.34
<b>Additional Transactions</b>		£172,265.92	
		<b>£180,670.36</b>	<b>£28,981.34</b>
Balance brought forward as at 1/4/21		£ 218,778.62	£ 189,797.28
less corrections to 20/21 accounts		£ (1,673.72)	
Corrected balance brought forward as at 1/4/21		£217,104.90	
Balance carried forward as at 31/3/22		<b>£ 397,775.26</b>	<b>£ 218,778.62</b>

**Notes on Statement of Financial Activities for the year ended 31 March 2022**

<b>10</b>	<b><u>Activities of the Charity</u></b>	<b>2021/22</b>	<b>2020/21</b>	
	Glenholt income	£333.34	£50.00	
	Oakmead income	£11.67		
	Spot Tracker	£12.00		
	Additional unaccounted for income			
		<b>£357.01</b>	<b>£50.00</b>	
<b>11</b>	<b><u>Explorer Section Income</u></b>			
	Explorer Section		£5,034.32	previous year income not split into groups
	Scott Explorers (10 Tors)	£375.00	£391.98	
	Young Leaders	£0.00		
	1st Keyham	£3,448.94		
	19th Plymouth	£361.00		
	27th Plymouth	£3,739.85		
	1st Crownhill	£396.00		
	31st Plymouth	£162.50		
		<b>£8,483.29</b>	<b>£5,426.30</b>	
<b>12</b>	<b><u>Grants</u></b>			
	Covid Grant received for Gilwell Campsite	£10,667.00	£19,431.00	
<b>13</b>	<b><u>Direct Charitable Expenditure</u></b>			
	Spot Tracker		£212.88	
	St Georges Day	£18.50		
	LGBT	£11.49		
	Training costs	£360.00		
		<b>£389.99</b>	<b>£212.88</b>	
<b>14</b>	<b><u>Explorer Section expenditure</u></b>			
	Explorer Section	£41.35	£1,116.89	previous year expenditure not split into groups
	Scott Explorers (10 Tors)	£1,470.46	£96.50	
	Young Leaders	£140.11		
	1st Keyham	£4,201.18		
	19th Plymouth	£502.92		
	27th Plymouth	£2,237.97		
	1st Crownhill	£458.75		
	31st Plymouth	£250.00		
	Duke of Edinburgh	£308.28		
	DESC Expenses	£39.00		
		<b>£9,650.02</b>	<b>£1,213.39</b>	
<b>15</b>	<b><u>Administration</u></b>			
	Covid related expenses	£2,235.50	£1,120.10	21/22 - covid subsidy to all groups based on census
	Awards	£225.00	£65.00	
	Executive expenses	£67.50	£41.57	
	Subscription	£374.70	£376.33	
	Rent (Garage)	£900.56	£923.88	
	Misc			
		<b>£3,803.26</b>	<b>£2,526.88</b>	
<b>16</b>	<b><u>Campsite Expenditure</u></b>			
	Water	£78.05		
	Electric	£329.71		
	Rates	£156.81		
	Repairs and renewals	£519.90		
	Misc	£5.03		
		<b>£1,089.50</b>	<b>£0.00</b>	

**Template 4: Qualified report for a non-company charity preparing fully accrued accounts with a gross income of £250,000 or less in the relevant financial year**

## **Independent examiner's report to the trustees of Plymouth District Scout Council**

I report to the trustees on my examination of the accounts of the **Plymouth District Scout Council** for the year ended 31 March 2022.

### **Responsibilities and basis of report**

As the trustees of the **Plymouth District Scout Council** you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the **Plymouth District Scout Council** accounts carried out under section 145 of the Act. In carrying out my examination I have followed all applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

### **Independent examiner's statement- matter of concern identified**

I have completed my examination. I have identified a matter of concern in my report because [Insert a description of the issues that cause concern].

I confirm that no other matters have come to my attention that giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the **Plymouth District Scout Council** as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts 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 confirm that there are no other matters to which your attention should be drawn to enable a proper understanding of the accounts to be reached.

Signed: *SEP Davis*

Name: *SARAH DAVIES*

Relevant professional qualification(s) or membership of professional bodies (if any): *ACCA ASSOCIATE*

Address: *59 MIRADOR PLACE  
PLYMOUTH, PL4 9HE*

Date: *12/09/22*