

Plymouth District AGM Minutes

20th September 2023

- 1. Present:** Those attending had signed in before the AGM. (See attached)
- 2. Apologies:** See the attached sheet
- 3. Welcome** – Martin Limburn opened the meeting and thanked everyone for attending.
- 4. Approval of the minutes from AGM 2023** – The outgoing board recommended the minutes, Seconded by Bob Black, approved by a show of hands
- 5. Constitution** – The board recommended the model constitution as per POR, Seconded by Danielle Wilson approved by a show of hands
- 6. Number of members of the Board** – the board recommended 10 people are appointed to the board, seconded by Helen Williams approved by show of hands
- 7. Quorum of the District Scout Council** – The board recommended the quorum to be set at 20 members for future meetings, seconded by Les Barnfield, approved by a show of hands
- 8. District Lead Volunteer report** – Steve Donohue gave a summary of the activities from the year 23-24
- 9. Annual Statement of Accounts** – although the accounts had been independently examined, it was discovered that they contained an error. It was proposed by the chair that the trustee's would seek a 3rd party to re-examine and correct this error
- 10. The Chair of the meeting was handed over to the D-LV to appoint Martin Limburn as chair, approved by a show of hands**
- 11. Chair of the meeting returned to the District chair**
- 12. The board recommend Rachael Mason be appointed as District Treasurer, approved by show of hands**
- 13. The board recommend the following should be appointed to the trustee board – Paul Roberts, Chris Morton, Trevor Richards,**

**Steve Woods, Helen Williams, Julie Jury & Dan Ostenfeldt,
Approved with a show of hands**

- 14. The Chair Thanked Margaret Limburn for her work as a Trustee as she has now stepped down**
- 15. Appoint Vice Presidents** – Pat Brookes, Graham Brookes and pam Jewitt are appointed as VP's A show of hands to approve.
- 16. Independent Examiner** – It was proposed by Martin Limburn Seconded by Chris Morton, that we need to find another Examiner due to the issues with this years accounts, approved by a show of hands
- 17. Nominations to represent the District on the County Scout Council** – Danielle Willson & James Parker have been proposed and seconded to this role, approved with a show of hands.
- 18. Awards were presented**
- 19. The meeting was closed by the Chair at 19:42**

PLYMOUTH DISTRICT SCOUT COUNCIL

CHARITY NUMBER - 1053886

FINAL ACCOUNTS

01/04/2023 - 31/03/2024

PLYMOUTH DISTRICT SCOUTS

Statement of Financial position

		As at 31/03/2024		As at 31/03/2023	
		£	£	£	£
Tangible Fixed Assets					
Land Buildings & Equipment	1		200,533.71		201,927.08
Current Assets					
Loan to Properties Sub Committee		30,000.00		24,000.00	
Loan to 35th Scout Group		13,674.24		-	
Investment	3	-		104,510.24	
Debtors	2	1,154.51		823.84	
Current Accounts	4	398,249.80		36,021.45	
Explorer Current Accounts	5	14,741.24		12,816.65	
Cash	6	197.47		280.69	
VAT	7	39.28		233.55	
			458,056.54		178,686.42
Current liabilities					
Creditors	8	1,276.64		1,649.85	
VAT	7	-		-	
			(1,276.64)		(1,649.85)
Net current assets			456,779.90		177,036.57
Net assets			657,313.61		378,963.65
Represented by					
Balance b/fwd 1 April		378,963.65		397,775.26	
Surplus/(Defecit) for the year		278,349.96		(19,037.73)	
Error correction				226.12	
			657,313.61		378,963.65

error -

Signed for and on behalf of the Trustees

.....
Martin Limburn - Chair

Date

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Notes on Statement of Financial Position for the year ended 31 March 2023

	2023/24	2022/23	
1 Tangible Fixed Assets			
Gilwood Campsite, Glenholt Plymouth	50,000.00	50,000.00	
60% of Properties sub-committee assets	150,533.71	151,927.08	see also note 9
	<u>200,533.71</u>	<u>201,927.08</u>	
Current Assets			
Loan to Properties Sub Committee	30,000.00	24,000.00	£6000 paid on 28/02/24
Loan to 35th Scout Group	13,674.24	-	Covers building work to re-open the group
	<u>43,674.24</u>	<u>24,000.00</u>	
2 Debtors			
1st Keyham Explorers	1,154.51	764.74	
Tammy Loughlin	-	59.10	
	<u>1,154.51</u>	<u>823.84</u>	
3 Scout Association Charity Deposit Account			
Investment Account (in total)			
Reference: 1140606556 / 06556	-	36,550.00	Account closed
Reference 1141806528 / 06528	-	52,510.24	Account closed
Reference 1140606518 / 06518	-	15,450.00	Account closed
	<u>-</u>	<u>104,510.24</u>	
District Current Account			
4 Lloyds Bank Current Account	397,406.29	35,952.30	
Equals Account	843.51	69.15	
	<u>398,249.80</u>	<u>36,021.45</u>	
Ringfenced money			
WSJ fund 2023 & 2027 - legacy	3,000.00	3,000.00	
Jamboree	1,000.00	1,000.00	
D of E fund	577.41	577.41	
Young Leader	2,031.96	2,031.96	
ASU	344.00	-	
Gilwood improvements	26,382.05	27,754.24	Covid grants less any running expenses 2020 - 21
	<u>33,335.42</u>	<u>34,363.61</u>	
5 Explorer Current Accounts			
31st Explorers	716.86	716.86	group currently dormant
Scott Explorers	1,836.38	2,544.22	
Keyham Explorers	5,850.41	5,206.37	
27th Plymouth Explorers	1,057.06	2,159.66	
1st Crownhill Explorers	1,770.41	1,770.41	
19th Plymouth Explorers	227.62	419.13	
1st Roborough	3,282.50	-	
	<u>14,741.24</u>	<u>12,816.65</u>	
6 Cash held			
Scott Explorers - cash	50.60	110.60	
ASU - cash	95.62	95.62	
District	-	23.22	
1st Crownhill Explorers - cash	51.25	51.25	
	<u>197.47</u>	<u>280.69</u>	
7 VAT			
VAT due to be claimed	39.28	233.55	
8 Creditors			
S J Power	280.00	-	
EDF	-	70.57	
Plymouth Community Homes	78.39	27.18	
Plymouth Properties Sub committee	-	282.56	
Tracey Romanel	150.06	150.06	
Motion Picture Licensing Company	-	495.05	
SWW	82.99	79.68	
Limbtec	55.20	55.20	
John Davies	-	(83.68)	
1st Keyham Scout Group	-	360.00	
Helen Williams	-	154.74	
Barbara King	-	58.49	
Mountbatten Watersports & Activity Centre	630.00	-	
	<u>1,276.64</u>	<u>1,649.85</u>	
9 Transfer of Assets			
There are full, independently inspected accounts for the Plymouth Scouts Properties Sub Committee.			
b/f Transfer of 60% of Assets from			
2022/2023	151,927.08		
Transfer of 60% of assets from 2022/23	150,533.71		
	<u>(1,393.37)</u>		

PLYMOUTH DISTRICT SCOUT COUNCIL

Statement of Financial Activities for the year ended 31 March 2024

		2023/24 £	2022/23 £
<u>Income</u>	<i>See Note</i>		
Membership Fees		56,662.50	38,050.00
Membership Rebate		828.87	380.50
Investment Income Received		1,327.00	203.01
Activities of the Charity	10	964.22	195.00
Explorer Section	11	10,298.29	10,530.33
Donations		253,500.00	-
Transfer from 29th Plymouth on closure		15,705.79	-
Grants	12	-	500.00
Total income for the year		339,286.67	49,858.84
<u>Additional Transactions</u>			
Change in value of 60% of Properties sub-committee assets	9	(1,393.37)	(20,338.84)
<u>Expenditure</u>			
Membership			
Membership Fees to County		40,091.00	34,245.00
Membership Rebate to Groups		34.50	247.50
		40,125.50	34,492.50
Other Expenses			
Direct Charitable Expenditure	13	208.00	58.74
Explorer Section	14	9,577.75	10,651.07
Administration	15	2,751.87	2,210.98
Campsite Costs	16	1,372.19	1,144.44
Grants to groups		5,500.00	-
		19,409.81	14,065.23
Total expenditure for the year		59,535.31	48,557.73
Total income less total expenditure		278,357.99	(19,037.73)
Unknown difference		(8.03)	-
		278,349.96	(19,037.73)
Balance brought forward as at 1 April		378,963.65	397,775.26
Error from previous year			226.12
Balance carried forward as at 31/3/24		657,313.61	378,963.65

Notes on Statement of Financial Activities for the year ended 31 March 2024

10	<u>Activities of the Charity</u>	2023/24	2022/23
	Glenholt income	621.00	145.00
	Oakmead income	-	-
	D of E	270.00	-
	Lease for substation	50.00	50.00
	Miscellaneous	23.22	-
		964.22	195.00
11	<u>Explorer Section Income</u>		
	Scott Explorers (10 Tors)	3,330.00	3,472.00
	1st Keyham	644.04	312.50
	19th Plymouth	690.00	755.00
	27th Plymouth	1,744.25	5,226.09
	1st Crownhill	-	-
	31st Plymouth	-	-
	1st Robourough	3,890.00	-
		10,298.29	8,483.29
12	<u>Grants</u>		
	Squirrel Nights Away Training Grant	-	500.00
		-	500.00
13	<u>Direct Charitable Expenditure</u>		
	St Georges Day	-	-
	Beaver Activity day	45.00	-
	Training costs	163.00	58.74
		208.00	58.74
14	<u>Explorer Section expenditure</u>		
	Explorer Section	39.15	-
	Scott Explorers (10 Tors)	4,480.65	1,335.46
	Young Leaders	81.24	375.79
	1st Keyham	-	723.06
	19th Plymouth	881.51	1,137.27
	27th Plymouth	2,846.85	6,619.49
	1st Crownhill	-	-
	31st Plymouth	-	-
	1st Roborough	607.50	-
	Duke of Edinburgh	640.85	-
	DESC Expenses	-	460.00
		9,577.75	10,651.07
15	<u>Administration</u>		
	Awards	113.70	128.00
	Executive expenses	-	1.25
	Subscription	66.63	412.54
	Rent (Garage)	1,695.09	846.56
	Misc	142.05	101.38
	Bank charges	-	18.00
	Needy fund	-	151.25
	Computer and Software	734.40	552.00
		2,751.87	2,210.98
16	<u>Campsite Expenditure</u>		
	Water	191.53	75.74
	Electric	669.52	761.50
	Rates	161.67	307.20
	Repairs and renewals	349.47	-
	Misc	-	-
		1,372.19	1,144.44
17	<u>Related party transactions</u>		
	Website hosting is provided by Limbtec Ltd, a company owned by the Chair of Trustees.		
	A total of £734.40 was paid to Limbtec Ltd during the year.		

Group	31st	1st Keyham	27th Plymouth	1st Crownhill	19th Plymouth	Scott/Ten tors	1st Roborough	Total
Opening balance of current account	£ 716.86	£ 5,206.37	£ 2,159.66	£ 1,770.41	£ 419.13	£ 2,544.22	£ -	£ 12,816.65
Income	£ -	£ 644.04	£ 1,744.25	£ -	£ 690.00	£ 3,330.00	£ 3,890.00	£ 10,298.29
Expenses	£ -		£ (2,846.85)		£ (881.51)	£ (4,037.84)	£ (607.50)	£ (8,373.70)
Net surplus/(deficit)	£ -	£ 644.04	£ (1,102.60)	£ -	£ (191.51)	£ (707.84)	£ 3,282.50	£ 1,924.59
Closing balance	£ 716.86	£ 5,850.41	£ 1,057.06	£ 1,770.41	£ 227.62	£ 1,836.38	£ 3,282.50	£ 14,741.24

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 31/03/2024.

Responsibilities and basis of report

As the charity 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 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

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

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

Signed:



Name:

SARAH DAVIES

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

ACCA

Address:

59 MIRADOR PLACE
PLYMOUTH PL4 9HE

Date:

01/09/24

ASSOCIATION OF CERTIFIED
CHARTERED ACCOUNTANTS